



**SEDGWICK COUNTY, KANSAS**  
***DIVISION OF FINANCE***  
**PURCHASING DEPARTMENT**  
525 N. Main, Suite 823 ~ Wichita, KS 67203  
Phone: 316 660-7255 Fax: 316 383-7055

[www.sedgwickcounty.org/finance/purchasing.asp](http://www.sedgwickcounty.org/finance/purchasing.asp)

**REQUEST FOR BID**  
**#14-0100**  
**CALAMP FUSION ROUTERS**

September 30, 2014

Dear Vendors,

Sedgwick County is requesting bids for CalAmp Fusion routers for Public Safety vehicles. If your firm is interested in submitting a response, please do so in accordance with the instructions contained within the attached Request for Bid.

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Kim Evans  
Purchasing Agent

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## **I. Purpose**

Sedgwick County is seeking to procure an estimated 35-40 CalAmp Fusion routers as an initial purchase. As part of this solicitation, a contract will be established to secure fixed pricing for one (1) year with two (2), one (1) year options to renew.

Sedgwick County currently owns and operates a 4 site 800 MHz data system that was provided by CalAmp. The system is used by all Public Safety users in Sedgwick County and typically has 500-650 users on it at any given time. As the data system is near the end of its life cycle, the County would like to start migrating users over to commercial carriers LTE networks. In order to meet the needs of the various public safety entities we are looking for a solution that can be used on Verizon, T-Mobile, AT&T, or Sprint's data network.

## **II. Submittals**

Carefully review this Request for Bid. It provides specific technical information necessary to aid participating firms in formulating a thorough response. Should you elect to participate, submit one (1) original **AND** one (1) electronic copy (CD or flash drive) of the entire document with any supplementary materials to:

Kim Evans  
Sedgwick County Purchasing Department  
525 N. Main, Suite 823  
Wichita, KS 67203

SUBMITTALS are due **NO LATER THAN 1:45 p.m. CDT, TUESDAY October 14, 2014**. Responses must be sealed and marked on the lower left-hand corner with the firm name and address, bid number, and bid due date. Late or incomplete responses will not be accepted and will not receive consideration for final award.

Bid responses will be acknowledged and read into record at bid opening which will occur at 2:00 p.m. CDT, on the due date.

## **III. Background**

Sedgwick County, located in south-central Kansas, is one of the most populous of Kansas' 105 counties with a population estimated at more than 503,000 persons. It is the sixteenth largest in area, with 1008 square miles, and reportedly has the second highest per capita wealth among Kansas' counties. Organizationally, the County is a Commission/Manager entity, employs nearly 2800 persons, and hosts or provides a full range of municipal services, e.g. – public safety, public works, criminal justice, recreation, entertainment, cultural, human/social, and education.

## **IV. Mandatory Requirements**

### **Mandatory Requirements**

- 1. Bids will be accepted on CalAmp Fusion Routers only. Any vendor desirous of submitting bids on alternative equipment MUST submit their request in writing to Kim Evans [Kimberly.j.evans@sedgwick.gov](mailto:Kimberly.j.evans@sedgwick.gov) no later than 5:00 p.m. Monday October 6<sup>th</sup> to be reviewed by the department.**

Vendors will be notified in writing no later than 5:00 p.m. Wednesday October 8<sup>th</sup> of decision by the purchasing agent.

## **V. Bid Terms**

### **A. Questions and Contact Information**

Any questions regarding this document must be submitted **in writing** to Kim Evans at [kimberly.j.evans@sedgwick.gov](mailto:kimberly.j.evans@sedgwick.gov).

### **B. Minimum Firm Qualifications**

This section lists the criteria to be considered in evaluating the ability of firms interested in providing the service(s) and/or product(s) specified in this Request for Bid. Firms must meet or exceed these qualifications to be considered

for award. Bids submitted must reflect in detail their inclusion as well as the degree to which they can be provided. Any exceptions to the requirements listed should be clearly detailed in proposer's response.

Bidders shall:

1. Have proper certification(s) or license(s) for the services/product specified in this document.
2. Ensure that project work meets all local, state and federal laws, regulations and ordinances.
3. Have the capacity to acquire all required permits, bonds, escrows or insurances.
4. Have a minimum of three (3) years experience in providing services/products similar to those specified in this Request for Bid.
5. Provide appropriate project supervision and quality control procedures.
6. Have appropriate material, equipment and labor to perform job safely and efficiently. *All costs associated with meeting this requirement will be the sole responsibility of the vendor.*

**C. Selection Criteria**

An award will be made based on the **lowest and best** bid. Price alone will not necessarily substantiate an award recommendation.

**D. Contract Period and Payment Terms**

The contract period with the successful proposer shall begin immediately following formal approval of the Board of County Commissioners, anticipated to be November 5th, 2014 and continue for a period of one (1) year. The County may, at its own option, offer to extend the contract for two (2), one (1) year periods for the terms and prices proposed or as negotiated. Any change in law that will affect the terms, conditions, or costs subsequent to contract initiation will be negotiated on an as needed basis with Sedgwick County maintaining the final right of approval to determine applicability.

Payments for all specified service(s) and/or products to the successful proposer can be made with the following criteria taken into consideration:

- Successful completion of the service(s) or product(s) requested;
- Completion of any necessary forms and/or service results;
- Monthly receipt of a detailed invoice.
- All invoices will be sent to [AP\\_Invoices@sedgwick.gov](mailto:AP_Invoices@sedgwick.gov).

**E. Insurance Requirements**

<b>Worker's Compensation:</b>	
Applicable State Statutory Employer's Liability	
<b>Employer's Liability Insurance:</b>	\$100,000.00
<b>Contractor's Liability Insurance</b> - Form of insurance shall be by a Commercial General Liability and include Automobile comprehensive/liability	
<b>Bodily Injury:</b>	
Each Occurrence	\$500,000.00
Aggregate	\$500,000.00
<b>Property Damage:</b>	
Each Occurrence	\$500,000.00
Aggregate	\$500,000.00
<b>Personal Injury:</b>	
Each Person Aggregate	\$500,000.00
General Aggregate	\$500,000.00
<b>Automobile Liability-Owned, Non-owned and Hired</b>	
Bodily Injury Each Person	\$500,000.00
Bodily Injury Each Occurrence	\$500,000.00
<b>Professional Liability</b>	\$500,000.00

Liability insurance coverage indicated below must be considered as primary and not as excess insurance. Contractor shall furnish a certificate evidencing such coverage, with County listed as an additional insured, except for professional

liability, worker's compensation and employer's liability. Certificate shall be provided with bid/proposal submittals. Certificate shall remain in force during the duration of the project/services and will not be canceled, reduced, modified, limited, or restricted until thirty (30) days after County receives written notice of such change. All insurance must be with an insurance company with a minimum BEST rating of A-VIII and licensed to do business in the State of Kansas. It is the responsibility of Contractor to require that any and all approved subcontractors meet the minimum insurance requirements. Contractor shall obtain the above referenced certificate(s) of insurance, and in accordance with this Agreement, provide copies of such certificates to County.

**F. Bid Conditions**

In submitting a response to this Request for Bid, vendors hereby understand the following (if any duplication exists previous subsections prevail):

[http://www.sedgwickcounty.org/purchasing/pdf\\_files/bidcond.pdf](http://www.sedgwickcounty.org/purchasing/pdf_files/bidcond.pdf)

**VI. Required Response Content**

Bid response should include the following:

1. Bid Document and Response Form, as attached.
2. Single point of contact information.

**VII. Pricing**

Unit pricing for CalAmp Fusion Router \$\_\_\_\_\_

**\*Note: The county will be purchasing an estimated 35-40 units upon bid award. Unit pricing should be the price that the successful vendor is willing to hold for the remainder of the contract period (first full year). Any price change requests in subsequent years must be submitted to the Purchasing Department for approval before the contract will be renewed.**

Additional Comments: \_\_\_\_\_  
\_\_\_\_\_

**NEXT PAGE**

**VIII. Bid Response Form**

**REQUEST FOR BID  
#14-0100  
CALAMP FUSION ROUTERS**

The undersigned, on behalf of the Bidder , certifies that: (1) this offer is made without previous understanding, agreement or connection with any person, firm, or corporation submitting a bid on the same project; (2) is in all respects fair and without collusion or fraud; (3) the person whose signature appears below is legally empowered to bind the firm in whose name the bidder is entered; (4) they have read the complete Request for Bid and understands all provisions; (5) if accepted by the County, this bid is guaranteed as written and amended and will be implemented as stated; and (6) mistakes in writing of the submitted bid will be their responsibility.

NAME \_\_\_\_\_

DBA/SAME \_\_\_\_\_

CONTACT \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY/STATE \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE \_\_\_\_\_ FAX \_\_\_\_\_ HOURS \_\_\_\_\_

TAX PAYER I.D. NUMBER \_\_\_\_\_ STATE \_\_\_\_\_

INCORPORATED \_\_\_\_\_

COMPANY WEB SITE ADDRESS \_\_\_\_\_ E-MAIL \_\_\_\_\_

NUMBER OF LOCATIONS \_\_\_\_\_ NUMBER OF PERSONS EMPLOYED \_\_\_\_\_

TYPE OF ORGANIZATION: Public Corporation \_\_\_\_\_ Private Corporation \_\_\_\_\_ Sole Proprietorship \_\_\_\_\_

Partnership \_\_\_\_\_ Small Business \_\_\_\_\_ Manufacturer \_\_\_\_\_ Distributor \_\_\_\_\_ Retail \_\_\_\_\_ Dealer \_\_\_\_\_

General Nature of Business \_\_\_\_\_ FEIN/SS # \_\_\_\_\_ W-9 included \_\_\_\_\_

Not a Minority Owned Business \_\_\_\_\_ Minority Owned Business: \_\_\_\_\_ Certification # \_\_\_\_\_

African American \_\_\_\_\_ Asian \_\_\_\_\_ Hispanic \_\_\_\_\_ Native American \_\_\_\_\_ Other \_\_\_\_\_ Woman Owned Business \_\_\_\_\_

**ACKNOWLEDGE RECEIPT OF ADDENDA:** All addendum(s) are posted to our RFQ/RFP web page and it is the vendor's responsibility to check and confirm all addendum(s) related to this document by going to [www.sedgwickcounty.org/finance/purchasing.asp](http://www.sedgwickcounty.org/finance/purchasing.asp) .

NO. \_\_\_\_\_, DATED \_\_\_\_\_; NO. \_\_\_\_\_, DATED \_\_\_\_\_; NO. \_\_\_\_\_, DATED \_\_\_\_\_

**Yes, I would like to be on the emergency vendor list.**

**No, I would not like to be on the emergency vendor list.**

**After Hours Phone #:** \_\_\_\_\_ **Emergency Contact Name:** \_\_\_\_\_

**After Hours Fax #:** \_\_\_\_\_

In submitting a response to this document, vendor acknowledges acceptance of all sections of the entire document and has clearly delineated and detailed any exceptions.

Signature \_\_\_\_\_ Title \_\_\_\_\_

Print Name \_\_\_\_\_ Dated \_\_\_\_\_