

TOWN OF CANTON
Radio System Maintenance Bid Specifications
Town of Canton Infrastructure
Police User Equipment

Description:

The Town of Canton owns and operates conventional municipal radio systems comprised of a multitude of components from the Police, Fire and Public Works Departments on various frequency pairs. Parts of the infrastructure are installed in various locations in the Town of Canton including the Public Safety Communications Center in the Canton Police Department, Canton Town Hall and three (3) separate communication / repeater sites. Additionally there are: 9 vehicle mobiles, 14 portables, and control stations that require maintenance to insure optimal system performance. The Police Department's Deputy Chief manages the infrastructure of the system. This bid does not contain user equipment from departments within the Town of Canton other than the Police Department.

Intent:

The Town of Canton wishes to solicit bids for the services described herein from only highly qualified and experienced vendors who can demonstrate to the Town's satisfaction their proficiency in maintaining their equipment.

Additionally, all bidders must submit hourly rates to provide services for work beyond the scope of this contract at a time and materials basis.

In addition to mechanical and electrical maintenance on the equipment, it is understood that the Contractor will provide repair of minor physical damage and diagnosis of interference problems. The Town does not seek an agreement that will cover routine mobile or portable programming (except to complete the repair of defective or broken equipment), control station installation or mobile radio installations. These items would be acquired as needed separate from this agreement on a time and materials basis. The Town is responsible for UPS, temperature control, and alarm systems but otherwise requires a turnkey maintenance policy for the Town's infrastructure.

Qualifications:

Prospective bidders must provide proof that they have maintained several systems and/or user equipment similar to those described herein that the vendor has chosen to bid upon. Bidders shall submit three references of similar scope and equivalent size to the Town of Canton. The contractor must own and operate a shop within 90 minutes driving distance to the Town of Canton. The contractor must provide proof that they have the ability to obtain Motorola Factory Support as needed and have access to Motorola service parts.

Delivery of Services:

The contractor shall provide on-site service for repair of fixed equipment only. Portable repairs shall be completed within 20 business days; mobile repairs shall be

completed within 10 days. Evidence of a back order of service parts shall mitigate this requirement.

The contractor shall provide 24-hour a day 365-days a year maintenance for the infrastructure of the Town of Canton's radio systems including base stations, microwave links, central electronics bank and consoles. All antennas and cables shall be included. All console components including radio system computers and monitors shall be included. Department CAD and personal computers are excluded. The contractor must respond via telephone to a call for service within fifteen minutes of receipt and must respond to the location of the service request within 90 minutes for any system emergencies.

Contractor shall provide any licensing, equipment, upgrades and programming to meet the requirements relating to the mandatory narrow-banding requirements. This work shall be completed prior to December 31, 2010.

Maintenance shall include all parts and labor necessary. Major physical damage, fire, equipment subjected to water damage and other acts of God shall not be included.

Additional Work:

Any additional work required outside the scope of this contract shall be authorized in writing by receipt of a pre-approved purchase order with the exception of emergency repairs, or if authorized by the Deputy Chief when the work is estimated to be less than \$250.00. The contractor will be compensated for such work on a time and material basis at the hourly rates agreed upon. The bidder shall include hourly rates in the spaces provided on the bid proposal page.

Contract Term:

This contract shall be for a term starting upon execution of an agreement and ending June 30, 2011 with the option of the Town of Canton to renew for one additional year beginning July 1, 2011 through June 30, 2012 at the bid price contingent upon budgetary funding. The Town of Canton may adjust the quantity of equipment during the term of the contract to reflect units retired or units coming off manufacturer's warranty. This contract shall begin upon execution of an agreement.

The Town of Canton maintains the right to refuse any and all bids for any reason.

Contact Information:

Bidders may schedule a tour of a facility or submit questions of a technical nature about this bid by contacting the Deputy Chief at (860) 693-0221. The Canton Police Department is located at 45 River Road, Canton, CT 06019. Unscheduled tours shall not be allowed. Questions relating to the selection process or schedule should be directed to the Town of Canton Finance Department at (860) 693-7852.

Fixed-End Equipment, User Equipment & Infrastructure

The following is a list of systems to be included under maintenance. This includes in-house cabling, antennas and power supplies but does not include UPS or environmental (air conditioning) systems.

CANTON POLICE DEPARTMENT

Canton Police Department Radio / Communications Equipment

Qty	Description
1	Motorola Elite Console (2 Position)
4	MDS System 2-Tx and 2 Rx Radios (Microwave Link)
1	Motorola CDM1250 Radio (Rafs Radio)
1	JPS Comparator
2	Motorola MC1000 Tone Remotes
1	Motorola CDM750 Radio (State Hot-Line Radio)
2	Motorola MTR2000 Repeaters (Town Hall and East Hill Road Tower)
10	Motorola CDM1250 Radio
12	Motorola HT750 Portable Radio with Charger and Remote Mic
2	Motorola GP350 Portable Radio with Charger
2	Motorola CDM1250 and GM300 Radios (Fire Control Station)
1	Motorola Radius M1225 Radio
1	MTR 2000 Receiver (Located Kohl's Store)
1	BDA (Located Kohl's Store)
1	Motorola CDM750 Radio (Low Band)
1	Motorola Max-Trax 888 Radio

Additional Services Required:

The contractor shall provide an annual preventive maintenance inspection on all fixed-end equipment to ensure transmitters and receivers are operating to FCC standards and manufacturer's specifications. The contractor shall schedule such inspection with the Deputy Chief, shall correct any defects found, and shall provide a written report of the inspection detailing RF levels measured.

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BID PROPOSAL PAGE

Issue Date: 01/04/2010 Reply Due Date: 01/25/2010 (Prior to 4:30pm)

The undersigned has examined the proposed work to be undertaken and has read all of the specifications, conditions and related documents. The undersigned hereby proposes and agrees to contract with the Town of Canton to provide radio maintenance service on the Part(s) listed below for a contract term of year starting upon execution of an agreement and ending June 30, 2011 with the option of the Town of Canton to renew for one additional year beginning July 1, 2011 through June 30, 2012

Description	Proposal
Fixed-End Equipment, User Equipment & Infrastructure	\$ _____ Execution Date – 06/30/2011 \$ _____ 07/01/2011-06/30/2012
Hourly Rate for Non-Contract Work Normal Business Hours 8:30-4:30 Monday – Friday: Execution Date – 06/30/2011	\$ _____ per hour
Hourly Rate for Non-Contract Work Normal Business Hours 8:30-4:30 Monday – Friday: 07/01/2011- 06/30/2012	\$ _____ per hour
Hourly Rate for Non-Contract Work Weekends, Evenings, and Holidays: Execution Date – 06/30/2011	\$ _____ per hour
Hourly Rate for Non-Contract Work Weekends, Evenings, and Holidays: 07/01/2011- 06/30/2012	\$ _____ per hour

THE BID MUST BE SIGNED BY THE BIDDER TO BE ACCEPTED

_____ COMPANY NAME	_____ SIGNATURE
_____ ADDRESS	_____ PRINTED NAME AND TITLE
_____ CITY, STATE AND ZIP CODE	_____ DATE
_____ TELEPHONE	_____ FAX
_____ EMAIL ADDRESS	

The Town of Canton reserves the right to accept or reject any or all bids and to waive all formalities.

Facsimiles or emailed bids will not be accepted.

The following documents must be included in your bid proposal:

- 1) Bid proposal
- 2) Affirmative Action Statement
- 3) Non-Collusive Statement
- 4) Reference List

Reply Due Date: 01/25/2010 (Prior to 4:30pm)

Bid proposals must be mailed or presented in person to:

Canton Police Department
Attn: Deputy Chief Donald Hull
45 River Road
Canton, CT 06019

AFFIRMATIVE ACTION STATEMENT

We hereby certify and warrant that we do not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, religion, national origin, sex, or physical disability including, but not limited to blindness, unless it is shown that such disability prevents performance of that which must be done to successfully fulfill their job duties or in any manner which is prohibited by the laws of the United States or the State of Connecticut: and further agree to provide the Canton Human Relations Commission with such information requested by the Commission concerning our employment practices and procedures. We subscribe to the principles of Affirmative Action.

Signature: _____

Title: _____

Date: _____

INSTRUCTIONS TO BIDDERS

NON-COLLUSIVE BIDDING CERTIFICATION

No bid will be considered nor will any award be made to any Bidder who has not certified under penalties of perjury to the statement of non-collusion contained in the bid form, provided, however, that in any case the Bidder cannot make such certification, he shall so state and shall furnish with the bid a signed statement which sets forth in detail the reasons therefore. Where such non-collusion bidding certification has not been certified to by the Bidder, the bid shall not be considered for award, nor shall any award be made unless purchaser determines that disclosure was not made for the purpose of restricting competition.

The fact that a Bidder

- (a) has published price list rates or tariffs covering items being procured, or
- (b) has informed prospective customer of proposed or impending publications or new or revised price list of such items, or
- (c) has sold the same items to other customers at the same prices being bid

does not constitute disclosure, without more of a disclosure, within the meaning of the certification of non-collusion.

Any bid containing a corporate Bidder's certification to the statement of non-collusion shall be deemed to have been authorized by the Board of Directors of the Bidder and such authorization shall be deemed to include the signing and submission of the bid and the inclusion therein of the certification as to non-collusion as the act and deed of the corporation.

By: _____ Title: _____

Corporation: _____

Date: _____