

# **REQUEST FOR Proposals (RFP) FOR:**

Independent Engineering Study of the Juneau County WISCOM System

Issued By: Juneau County

Proposals must be submitted  
no later than 12:00 p.m. Central Standard Time  
November 30, 2015

**LATE PROPOSALS WILL BE REJECTED**

For further information regarding the RFP, contact:

Gervase Thompson, Emergency Management Director (608) 847-9393 or  
Brent Oleson, Juneau County Sheriff (608) 847-5649.

Issued: October 14, 2015

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## I. GENERAL INFORMATION

### A. Introduction

Juneau County is soliciting proposals from a qualified third party independent engineering company to conduct a study verifying current interoperability coverage and capacity capabilities within their jurisdiction. The study will be funded by Juneau County through a grant from the Wisconsin Department of Military Affairs Homeland Security program. The project will require approval from Juneau County. The consultant will need to work with representatives from WISCOM and EF Johnson regarding technical aspects involving the WISCOM system.

Gervase Thompson, Director of Emergency Management and Brent Oleson, Juneau County Sheriff will serve as the project managers for Juneau County.

The purpose of this document is to provide interested parties with information to enable them to prepare and submit proposals for the study.

### 1. Background

The Juneau County 911 Dispatch Center currently provides dispatching services for all county emergency services. (Police, Fire and EMS Departments.) and communications with the county DPW Department.

The departments are currently operating on an analog VHF radio system with **Simulcast**.

With the radio format changing to become P25 compliant there have been discussions on the failure of WISCOM Radio System to provide the guaranteed 95% county wide coverage at the hip.

Juneau County would like to study the current coverage of WISCOM in the area, and the equipment needs to continue the transition to WISCOM. The system will need to allow interoperability statewide on WISCOM, and with surrounding counties and agencies in Southwestern WI whom are using their own VHF radio systems.

### B. General Scope

Juneau County requires a qualified third party independent engineering company to evaluate the counties capability of migrating to WISCOM and evaluate coverage and equipment capabilities needed to do this. During the original planning phase for migration onto WISCOM, coverage maps were used to identify tower locations, coverage, and capacity. Now the need exists to examine the results of the migration. This study will provide necessary analysis for the jurisdiction.

A summary of the services and requirements includes but is not limited to:

Deliver a detailed analysis of current conditions and equipment to ensure legacy equipment and vendor subscriber radios will work on WISCOM and EF Johnson equipment.

Evaluation of the current WISCOM coverage and VHF digital radio coverage and capacity in and around the Juneau County area. Provide engineering for the specified coverage and capacity needs for Juneau County.

Provide estimate costs for achieving the engineering design for Juneau County.

The vendor will be responsible for ensuring that the sub-system designed for Juneau County will seamlessly integrate with the existing WISCOM or VHF infrastructure to include **Simulcast**.

Ensure the information and design meet the subscriber basic requirements for a VHF radio system. **SEE ATTACHMENT A FOR REQUIREMENTS**

The Consultant will need to work with Department of Justice/Department of Transportation (DOJ/DOT), and EF Johnson at a minimum regarding the technical aspects involving the WISCOM system.

#### C. Procuring and Contracting

This RFP is issued by Juneau County, which will be the point of contact during the selection process. The persons responsible for managing the procurement process are Gervase Thompson, Director of Emergency Management and Brent Oleson, Sheriff of Juneau County.

The contract resulting from the RFP will be prepared by Juneau County and signed by the selected consultant and Juneau County.

#### D. Amendments

The issuance of a written amendment is the only official method whereby interpretation, clarification, or additional information can be given. Amendments will be posted to the Juneau County website ([www.co.juneau.wi.gov](http://www.co.juneau.wi.gov)) under the Legal Notices section. Respondents are responsible for checking the website for any future amendments or other information prior to the opening date. Respondents who do not acknowledge the amendments in their response may have their proposals rejected.

#### E. Clarifications of the Specifications and Requirements

Respondents shall submit any clarifications, inadequacies, omissions or conflicts **in writing by fax or email on or before November 2, 2015 at 4:00 pm to:**

Gervase Thompson, Director  
Juneau County Emergency Management  
Email: [emjuneau@co.juneau.wi.us](mailto:emjuneau@co.juneau.wi.us)  
**Telephone: (608) 847-9393**  
Fax: (608) 847-9501

Failure of a respondent to request clarification of any inadequacy, omission or conflict will not relieve the respondent of responsibility for determining all requirements associated with the contract. Failure to do so will in no way relieve the consultant from the necessity of providing, without additional cost to Juneau County, all necessary services which may be required to carry out the intent of the resulting contract. The signing of the contract will be considered as implicitly denoting that the consultant has a thorough comprehension of the full intent and scope of the specifications.

## II. PREPARING AND SUBMITTING PROPOSAL

#### A. General Instructions

The full name and business address of each respondent must be entered with the proposal submitted. The proposal shall be signed by written signature of the person or persons properly authorized to sign it. The evaluation and selection of a consultant will be based on the information submitted in the proposal plus references. Respondents should respond clearly and completely to all requirements. Failure to respond completely may be the basis for rejecting a proposal.

**B. Incurring Costs**

Juneau County is not liable for any costs incurred by respondents regarding this RFP.

**C. Submitting Proposal**

Respondents can access the detailed request on the Juneau County website ([www.co.juneau.wi.gov](http://www.co.juneau.wi.gov)) in the Legal Notices section.

Respondents must submit one original for acceptance of their proposal, no later than [November 30, 2015] at 12:00 p.m. to:

Gervase Thompson  
Emergency Management Director  
200 Oak Street  
Mauston, WI 53948

Each respondent will be responsible for the timely delivery of their proposal. All proposals must be submitted in a sealed envelope to the Juneau County Emergency Management Office, marked "WISCOM Radio Engineering Study". Juneau County will not be responsible for proposals that are mismarked, delayed in the mail or delivered to the wrong office.

Proposals may not be sent by facsimile machine or email. Proposals shall be a maximum of 15 pages. No appendices will be accepted and will be grounds for the rejection of proposal.

**III. PROPOSAL SELECTION AND AWARD PROCESS**

**A. Evaluation Team**

The evaluation team will include staff from Juneau County and a representative(s) from another agency(s), who have been selected because of their special expertise in procurement of the product(s) and/or service(s) which are the subject of this RFP, and because of their knowledge of the requirements for these product(s) and/or services. Respondents may only contact the persons described in Section 1, Part A.

**B. Evaluation**

The proposal will first be reviewed to determine if all requirements are met. Failure to meet all requirements may result in the proposal being rejected. Accepted proposals will be reviewed by the evaluation committee and scored against the stated criteria. The committee will review the references. The evaluation committee's scoring will be tabulated and proposals ranked based on the numerical scores received.

**C. Evaluation Criteria**

The proposals will be evaluated and ranked on the following criteria.

Criterion	Points
1. General Requirements	
a. Organization Capabilities	100
b. Staff Qualifications	200
2. Technical Requirements	
a. Project Understanding & Approach	300
b. Schedule of Tasks & Project Timeline	100
3. Performance Requirements	
a. Workload	100
4. Study Fees	
a. Total Fees	200

Consultant Interviews are anticipated.

#### D. Award and Final Offer

Award will be granted to the highest scoring, responsive and responsible respondent.

#### E. Right to Reject Proposals and Negotiate Contract Terms

Juneau County reserves the right to reject any and all proposals. Juneau County reserves the right to negotiate the terms of the contract, including the award amount, with the selected consultant prior to entering into the contract. If contract negotiations cannot be concluded successfully with the highest scoring respondent, Juneau County may negotiate a contract with the next highest scoring respondent.

### **IV. GENERAL PROPOSAL REQUIREMENTS**

#### A. Organization Capabilities

Describe the firm's experience and capabilities in providing similar services. Be specific and identify projects, for whom, and dates.

#### B. Staff Qualifications

For each project team member submit a brief resume including name, responsibilities for proposed project, professional registration(s), and brief description of related past experience including time contribution in this capacity to past projects.

Indicate the names and addresses of any sub-consultants or associate proposed to be used to complete the project. State the capacity they would be used in, the approximate percentage of total services they would provide, and past experience in their field.

#### C. Proposer References

Proposers must include in their RFPs a list of organizations, including contact names, address, and telephone number, which can be used as references for work performed in the area of service required. Selected organizations may be contacted to determine the quality of work performed and personnel assigned to the project. The results of the reference check will be provided to evaluators and used in scoring the written proposal.

### **V. TECHNICAL REQUIREMENTS**

#### A. General Technical Requirements

##### 1. Project Approach

Provide a description of the engineering, environmental, utility and public involvement problems anticipated in this project and proposals to address them.

##### 2. Scope of Work

The following is intended to illustrate the type of results that are being looked for in the study. This list is not intended to exclude other services the consultant believes to be necessary and is able to provide.

1. Two-way radio infrastructure and equipment (base, mobile, portable, fixed receiver and simulcast) for Police, Fire, EMS, and DPW in Juneau County and SW Wisconsin.
2. Communications infrastructure backbone (microwave, fiber, or other)
3. New and/or upgrades to existing towers, supporting buildings, and backup power.

4. Minimum performance standard of portable “on the hip” coverage in a 15 db building.
5. Assess future needs to the system for programs such as FirstNet.

### 3. Scheduling

Provide a timetable that includes a sequence and relationship of tasks within your proposal which are necessary to complete the project with a report submitted by February 29, 2016. The consultant should identify key milestones in the project and potential dates for meeting those milestones.

Bi-weekly status updates to the project managers should be included in the timetable.

## **VI. PERFORMANCE REQUIREMENTS**

### A. General Performance Requirements

#### 1. Workloads and Availability

Provide a list of present and committed engineering projects of a similar nature that your firm is undertaking. The list should include a project description, areas of work remaining, staff committed and time remaining to completion of the project.

## **ATTACHMENT A**

### **SUBSCRIBER RADIOS WILL MEET THESE REQUIREMENTS:**

Compliant with current Project 25 (P25) standards (ANSI/TIA/EIAA-102; Phase 1)

Equipment must qualify for WISCOM operation through the Subscriber Certification Program.

Capable of operating on 2 or more digital trunked systems upon purchase or via firmware uplift.

Capable of passing the adopted and current P25 “Enhanced VOCODER Methods of Measurement of Performance” specified in (Telecommunications Industry Standard) TIA-102.BABG

P25 digital trunking enabled.

Provide 512 channel minimum capacity.

Minimum capability of 128 control channels.

Equipped with Alphanumeric Display

### **VHF SPECIFIC REQUIREMENTS**

138-174 MHz band spread or better

Wideband antenna (139-169 MHz @ 2.5:1 VSWR or better)

Programmed according to Wisconsin Statewide Mutual Aid Frequency Plan within the Statewide Communications Interoperability Plan (available for download on the Interoperability website at [interop.wi.gov](http://interop.wi.gov)) with all listed narrowband statewide and national mutual aid channels.

Programmed with the appropriate WISCOM talk groups.

