

**BRANTLEY COUNTY,
GEORGIA**

Request for Proposal (RFP)

Mobile Data System

with Field Reporting and E-Citations

BRANTLEY COUNTY, GEORGIA
Request for Proposal
Mobile Data System with Field Reporting and E-Citation

Table of Contents

1. OVERVIEW

BRANTLEY COUNTY, GEORGIA
Request for Proposal
Mobile Data System with Field Reporting and E-Citation

2.	PROJECT.....	3
3.	DEFINITIONS.....	3
4.	PROPOSAL TIMELINE	4
5.	PRE-PROPOSAL CONFERENCE.....	4
6.	RFP QUESTIONS.....	5
7.	DELAYS IN TIMETABLE.....	5
8.	PROJECT COMPLETION	5
9.	ADDENDUM	5
10.	RESPONSE INSTRUCTIONS	6
11.	LATE RFP RESPONSE SUBMISSION	7
12.	FEDERAL WORK AUTHORIZATION PROGRAM AFFIDAVIT.....	8
1.	W-9 FORM.....	8
2.	GUARANTY.....	8
3.	REJECTION OF RESPONSES.....	8
4.	LATE SUBMITTAL, LATE MODIFICATION, AND WITHDRAWAL	9
5.	CANCELLATION, PROPERTY, AND PREMATURE OPENING.....	9
6.	PROPOSAL VALIDITY	9
7.	EXCEPTIONS.....	9
8.	NON-COLLUSION	9
9.	TAXES	10
10.	PROPOSAL PREPARATION COSTS	10
11.	NON-DISCRIMINATORY	10
12.	AWARD OF PROPOSAL.....	10
13.	NOTIFICATION OF AWARD.....	11
14.	CONTRACT EXECUTION	11
15.	PERFORMANCE & PAYMENT BONDS AND INSURANCE CERTIFICATION(S).....	11
16.	NOTICE TO PROCEED & PURCHASE ORDER NUMBER	12
17.	COMPLETE AGREEMENT	12
18.	VENUE	12
19.	DELAYS IN PROJECT.....	12
20.	WORKPLACE.....	13
21.	INSURANCE.....	13
22.	INDEMNIFICATION.....	13
23.	ASSIGNMENT	14
24.	LIENS.....	14
25.	INVOICE	14
26.	EVALUATION PROCESS.....	15
1.	CLARIFICATION OF RESPONSES	16
2.	ORAL PRESENTATIONS.....	16
1.	GENERAL CONDITIONS	17
2.	SCOPE OF SERVICES.....	17
3.	CONDITIONS	17
1.	WORKMANSHIP.....	18
2.	MATERIALS.....	19
3.	SUBCONTRACTORS	19
1.	BRANTLEY COUNTY BACKGROUND	20
2.	BACKGROUND ON COUNTY	20
3.	BRANTLEY COUNTY 9-1-1	20

4.	WHAT THE COUNTY DESIRES	BRANTLEY COUNTY, GEORGIA	21
1.	FIRM BACKGROUND	<i>Request for Proposal</i>	23
2.	FIRM BACKGROUND INCLUDING SYSTEM PROJECTS	<i>Mobile Data System with Field Reporting and E-Citation</i>	23
3.	ROLES AND RESUMES OF KEY STAFF (INCLUDING SUBCONTRACTORS)		23
4.	REFERENCES		23
5.	PROJECT MANAGER		23
6.	PROJECT MANAGEMENT METHODOLOGY		24
7.	PROJECT PLAN		24
8.	PROJECT SCHEDULE		24
9.	STATUS UPDATES		24
1.	GENERAL REQUIREMENTS		25
2.	FAULT TOLERANT		25
3.	ENCLOSURE		25
4.	SYSTEM/ARCHITECTURE		26
5.	MINIMUM INTERFACES		28
6.	WORKSTATION REQUIREMENTS		29
7.	DATA CONVERSION		30
1.	FEATURE SPECIFICATION REQUIREMENT		30
2.	FEATURE SPECIFICATION PART 1		30
1.	FEATURE SPECIFICATION PART 2		32
2.	FEATURE SPECIFICATION PART 3		34
1.	ADDITIONAL REQUIREMENTS		35
2.	ACCEPTANCE TESTING AND CUTOVER		35
3.	WARRANTY/MAINTENANCE/SUPPORT		36
4.	TECHNICAL SUPPORT		36
5.	SPARES PROVISIONING		37
6.	TRAINING		37
7.	DOCUMENTATION		38
8.	PRICING		39

BRANTLEY COUNTY, GEORGIA
Request for Proposal
Mobile Data System with Field Reporting and E-Citation

1. OVERVIEW

2. Project

This Specification encompasses a turnkey project to provide Brantley County, Georgia (the County) with a Mobile Data system capable of interfacing with existing Report and Jail Management Systems with SSI (Synergistic Software Inc.) and meeting current and future communication needs. Brantley County requires a MOBILE DATA system that integrates with 9-1-1 CAD system and related installation services, as necessary, to support fifteen (15) units.

Proposers shall provide a turnkey solution inclusive of a Mobile Data System that is multi-user/multi- jurisdictional, fully integrated and supports mission critical needs and expectations.

3. Definitions

Definitions as used herein:

- (a) Responder, Proposer: Any organization, company, vendor, or supplier responding to this RFP Specification.
- (b) Contractor: The Proposer to whom a Contract is awarded.
- (c) Proposal, RFP Response, Submittal: Correspondence or material furnished by Responders in response to this specification.
- (d) (Brantley County, Georgia): County/Customer

BRANTLEY COUNTY, GEORGIA

4. **Proposal Timeline** *Request for Proposal* *Mobile Data System with Field Reporting and E-Citation*

Advertise/Issue Proposal	TBD
Mandatory Pre-Proposal Conference	TBD
Deadline for Questions	TBD
Final Addendum Issued	TBD
Deadline to Receive Response	TBD
Oral Presentation	TBD
Award of Proposal	TBD

The project is to begin within 10 (ten) days of issuance of Notice to Proceed and Purchase Order. The MOBILE DATA system must be operational by TBD, with project being completed by TBD. Proposers must acknowledge this requirement.

BRANTLEY COUNTY, GEORGIA
Request for Proposal
Mobile Data System with Field Reporting and E-Citation

5. RFP Questions

All questions, clarifications or requests for general information are to be directed to Chief Investigator Mark Stone (mstone@brantleyso.org) or Dana Shuman (dshuman@brantleyso.org) however, no questions will be received after the deadline for questions. The subject line of the email should contain the name of the RFP. Under no circumstances will private meetings be scheduled between proposers and county staff or their contracted service providers, and proposers are cautioned to not contact any elected official or other County employee. The County reserves the right to reject responses submitted by proposers violating this provision.

6. Delays in Timetable

The County, at its sole and absolute discretion, may delay the scheduled due dates if it is to its advantage to do so.

7. Project Completion

The County desires to have the awarded system installed by June 1, 2021.

8. Addendum

Should revisions become necessary, written addendum will be provided to all vendors who received this RFP. Any and all addendums must be acknowledged. If there is more than one addendum, it is the proposer's responsibility to contact the County Clerk in the event a previous addendum is not received. Failure of the proposer to acknowledge issued addendums will deem their response non-compliant.

BRANTLEY COUNTY, GEORGIA
Request for Proposal
Mobile Data System with Field Reporting and E-Citation

9. Response Instructions

The Proposal Response shall be divided into two sections: 1) Technical and 2) Pricing. Four (4) copies each of the Technical Response (with one stamped as original) plus One (1) electronic searchable copy of the Technical Response are to be submitted. Four (4) copies each of the Pricing Response (with one stamped as original) and One (1) electronic searchable copy Pricing Response are to be submitted. All electronic searchable copies must be a complete replica of the printed version.

The Pricing Responses shall be separated from the Technical Response and independently sealed. The Pricing section must be typed, with the proposal price provided in words and in numerals. Any erasures, strike overs and/or changes to prices written in numerals must be initialed by proposer, and failure to do so may serve as cause for rejection of response.

The proposal shall be organized as follows:

- (1) Proposal
- (2) Guaranty
- (3) Federal Work Authorization Form
- (4) Vendor Information Form
- (5) W-9
- (6) Previous Experience
- (7) Attachments

Each Proposal Response shall be submitted in standard 8 1/2" x 11" three ring binders. The entire Response package must be submitted in a sealed container, and a cover letter transmitting the Proposal Response must accompany the package.

The Proposal Response must bear the notation "PROPOSAL: BRANTLEY County MOBILE DATA RFP 2021", and be addressed to the attention of County Clerk, and be received at the office of the Brantley County Commissioners, 33 Allen Road, Nahunta, GA 31533 by 3:00 pm local time on April 2, 2021, at which time only the names of the firms responding to this RFP will be publicly read aloud.

BRANTLEY COUNTY, GEORGIA

Request for Proposal
Mobile Data System with Field Reporting and E-Citation
It is the responsibility of the proposer to assure that their response arrives at the proper location by the time indicated. Telegram, facsimile, e-mail, telephone and/or late responses will not be accepted or considered. Note that some express mail and delivery services do not guarantee overnight delivery to Brantley County.

The submittal must provide a point-by-point response to the items contained within this RFP. After each stated requirement, the proposer must state:

- a. Comply or Understood - meaning the Responder's submittal unequivocally meets the requirement;
- b. Clarification - meaning the Responder's submittal does precisely meet the Specification's requirement(s) and added information is provided to show where the requirement has been exceeded. A clarification without a suitable explanation shall be ranked as an exception in the proposal's evaluation;
- c. Exception - meaning the Responder's submittal does not meet a specific RFP requirement.

10. Late RFP Response Submission

Any RFP Response submitted after the specified submission due date and time, will not be accepted and will be returned unopened to the submitting organization. All RFP responses will be held in confidence, to the extent permissible by State and County law, as applicable.

BRANTLEY COUNTY, GEORGIA
Request for Proposal
Mobile Data System with Field Reporting and E-Citation

11. Federal Work Authorization Program Affidavit

The affidavit included in this RFP must be completed and returned as part of the response, and failure to do so may result in disqualification. Do not use a substitute form.

12. Vendor Information Form

The response must include a completed Vendor Information Form, which is included in this RFP, and failure to do so may result in the disqualification. Do not use a substitute form.

13. W-9 Form

The response must include a completed Vendor Information Form, which is included in this RFP, and failure to do so may result in the disqualification.

14. Guaranty

If the proposal price is over \$100,000.00 a certified check, cashier's check, or a surety bond in the amount of five (5) percent of the total price shall accompany response, to guarantee proposal winner honors proposal and signs contract. Failure to include same shall be cause for rejection of response. When contract is awarded, guarantee will be returned to other proposers.

15. Rejection of Responses

Responses which are incomplete, conditional, contain alterations of any kind, or do not comply with instructions may serve as cause for rejection. Brantley County reserves the right to waive any requirement and/or specification, to reject any or all responses, waive technicalities, informalities, or any irregularities, and accept any response presented that in its judgment best serves the interest of the County, and does not in any way obligate itself to accept the lowest response.

BRANTLEY COUNTY, GEORGIA
Request for Proposal
Mobile Data System with Field Reporting and E-Citation

Telegram, facsimile, e-mail, verbal, and/or telephone responses will not be accepted or considered.

16. Late Submittal, Late Modification, and Withdrawal

Responses received after the due date and time will not be considered. Modifications received after the due date and time will not be considered. Responses may be withdrawn prior to deadline for receipt of response upon written request by proposer to County Clerk, and proposer must disclose their identity and provide a signed receipt.

17. Cancellation, Property, and Premature Opening

The County reserves the right to cancel this RFP at any time. Once opened, proposals become the property of the County and will not be returned to the proposers. County assumes no responsibility for the premature opening of a response not properly addressed, identified and/or delivered to the proper designation.

18. Proposal Validity

Proposal responses must be valid for 120 days following receipt deadline.

19. Exceptions

Any variations from this RFP will not be accepted, except for specification reliefas described by Addenda.

20. Non-Collusion

Proposer represents and warrants that their response is genuine, not a sham or collusive, or made in the interest or in behalf of any person not therein namedand that the proposer has not directly or indirectly induced or solicited any other person to put in a sham response or to refrain from submitting a response, and

that the proposer has not in any manner sought by collusion to secure any advantage over any other proposer. By submitting a response, the proposer

BRANTLEY COUNTY, GEORGIA

represents and warrants that no official or employee of Brantley County has, in any manner, an interest, directly or indirectly in the RFP, or in any expected profits to arise therefrom.

Request for Proposal

Mobile Data System with Field Reporting and E-Citation

21. Taxes

The County is exempt from taxes, and contractor will be provided with County's sales and Use Tax Certificate of Exemption.

22. Proposal Preparation Costs

Neither the County nor its representatives shall be liable for any expenses incurred in connection with the preparation and submission of a response to this RFP or any work performed in connection therewith.

23. Non-Discriminatory

County hereby notifies all proposers that it will affirmatively ensure that minority business enterprises will be afforded full opportunity to submit proposals in response to this RFP, and that no proposer shall be discriminated against on the grounds of age, race, color, sex, religion, creed, national origin, marital status, political affiliation, or disability. Contractor agrees it shall not discriminate against any person who performs work thereunder because of age, race, color, sex, religion, creed, national origin, marital status, political affiliation, or disability.

24. Award of Proposal

After the proposals are evaluated, the Proposal shall be awarded by the Brantley County Board of Commissioners during a regular meeting. While the County anticipates award to the best and most advantageous proposal response, it reserves the right to reject any or all proposals, waive formalities, and to solicit and re-advertise for new proposals.

BRANTLEY COUNTY, GEORGIA
Request for Proposal
Mobile Data System with Field Reporting and E-Citation

25. Notification of Award

Following the proposal award, the contractor and all other proposers will be notified via e-mail or First Class mail.

26. Contract Execution

Following the proposal award, the contract will be provided to the successful proposer who will have seven business days, to execute and return the contract to the County Clerk.

27. Insurance Certification(s).

Following notification, the successful proposer must provide Liability and Workers Compensation Insurance Certification(s) within ten (10) business days.

The Contractor, and any subcontractors, shall purchase and maintain insurance that will protect the Contractor, any subcontractors and Brantley County against all claims arising from the operation of the work or the execution of this contract. Brantley County their officers, agents and employees shall be named as additional insured parties.

Insurance shall be in the minimum amounts set forth below:

Personal injury, each person	\$ 1,000,000.00
Property damage, each person	\$ 1,000,000.00
Personal injury and property damage, each occurrence	\$ 1,000,000.00

BRANTLEY COUNTY, GEORGIA
Request for Proposal
Mobile Data System with Field Reporting and E-Citation

28. Notice to Proceed & Purchase Order Number

Following receipt of required Insurance Certification(s), the County will issue a Notice to Proceed & Purchase Order to the successful proposer, after which work will begin within ten (10) business days of issue date. Failure to start work within the period described above may result in the Award being withdrawn and offered to the next lowest proposer.

29. Complete Agreement

This RFP, the response, all attachments, any addenda, the Purchase Order, the Notice to Proceed, and any contract shall constitute the complete agreement between the proposer and the County.

30. Venue

The venue for any litigation arising from this RFP shall lie in Brantley County, Georgia.

31. Workplace

The County is committed to maintaining an alcohol-free, drug-free, and smoke-free workplace. Possession, use or being under the influence of alcohol or controlled substances, or smoking on County property, by Contractor or Contractor's employees while in the performance of the duties associated with this project is prohibited. Violation shall constitute grounds for termination of service.

BRANTLEY COUNTY, GEORGIA

32. Insurance

Request for Proposal

Mobile Data System with Field Reporting and E-Citation

Contractor shall be required at all times during the term of the project to subscribe to and comply with the Workers Compensation laws of the State of Georgia and to hold harmless Brantley County from any and all liability from or under said act. Contractor shall be responsible for damage to the County's equipment and/or property by its work, negligence in work, its personnel and equipment, and shall be responsible and liable for the safety, injury and health of its working personnel while its employees are performing work.

33. Indemnification

Contractor shall indemnify, save harmless and exempt the County, its officers, agents, servants, and employees from and against any and all suits, actions, legal proceedings, claims, demands, damages, costs, expenses, attorney fees, and any and all other costs or fees incidental to any work done as a result of this RFP and arising out of a willful and negligent act or omission of the successful proposer, its officers, agents, servants, and employees; provided, however, that the successful proposer shall not be liable for any suits, actions, legal proceedings, claims, demands, damages, costs, expenses and attorney fees arising out of a willful or negligent act or omission of the County, its officers, agents, servants and employees, or third parties.

BRANTLEY COUNTY, GEORGIA
Request for Proposal
Mobile Data System with Field Reporting and E-Citation

34. Assignment

Assignment by the Contractor to any third party of any portion of the project or any monies due shall be absolutely prohibited and will not be recognized by County.

35. Liens

Contractor agrees to and shall indemnify and save harmless the County against all liens and encumbrances for labor, goods and services which may be provided under the project. At the County's request, Contractor shall provide and deliver to County a proper release of all liens or satisfactory evidence of freedom from liens.

36. Invoice

Invoice Information & Payment Terms. Invoices must be (1) mailed to Brantley County Commissioners, 33 Allen Road, Nahunta, GA 31553. All invoice(s) must include the Project Name, the Purchase Order Number, itemized costs, subtotal, and total due. No billing of accommodations, meals or mileage is allowed. Payment terms requiring payment in less than 30 days will be regarded as requiring payment 30 days after invoice or delivery, whichever occurs last. Failure to address the invoice and to provide the appropriate information as stated may delay invoice processing.

BRANTLEY COUNTY, GEORGIA
Request for Proposal
Mobile Data System with Field Reporting and E-Citation

37. Evaluation Process

Technical and Pricing Proposals shall be evaluated separately using a weighted point system, whereby out of a maximum 100% Overall Project Score, 75% shall be allocated to Technical Proposal evaluation score with 25% being allocated to the Pricing Proposal evaluation score.

Technical Proposals will first be evaluated for overall responsiveness and completeness to the RFP Specifications. Proposals that are determined responsive and complete will be evaluated by the County.

Technical Proposals will be graded in the following areas, listed in relative order of importance, with respect to the requirements as outlined in this RFP:

1. Performance, compatibility, capabilities and versatility, ease of use(35%)
2. Warranty and Maintenance (20%)
3. Proposer qualifications and references, history of product support,RFP deviations (10%)
4. Installation, Implementation, and Schedule (10%)
5. Training (10%)
6. Organization, scope and detail of proposal (10%)
7. Financial stability of vendor (5%)

The scored results of this Technical Evaluation will be multiplied by 0.75, thereby yielding a weighted technical project-total score. The results of this portion of the Evaluation shall be submitted to the County.

BRANTLEY COUNTY, GEORGIA
Request for Proposal
Mobile Data System with Field Reporting and E-Citation

At the direction of the County as to the suitability and acceptability of the Technical Evaluation Results, the County will next open and evaluate proposed costs for each responsive Technical Proposal.

The relative cost differences between responsive Cost Proposals shall be compared and evaluated using a process determined by the County. Proposers shall then have their individual evaluation raw scores multiplied by 0.25 and those two results added together and with the Technical Evaluation score, thus yielding an Overall Project Score for each Proposer's Submittal.

That Proposer Submittal receiving the highest Overall Project Score shall be recommended by the County as being the most responsive, best proposal. In the case of a tied Overall Project Score, the County shall recommend that Proposal Submittal having the highest Technical Proposal evaluation score.

40. Clarification of Responses

Brantley County and/or its designee reserve the right to seek clarification of proposals received. Proposers shall designate a contact person and telephone number for questions that may arise during the proposal evaluation period.

41. Oral Presentations

The County, at its sole and absolute discretion, may elect to invite the top proposers in for an oral presentation. If the County elects to do this, Oral Presentations will take place on TBD. The top proposers will be so notified.

BRANTLEY COUNTY, GEORGIA
Request for Proposal
Mobile Data System with Field Reporting and E-Citation

1. GENERAL CONDITIONS

2. Scope of Services

Contractor shall provide all labor, materials and equipment necessary to perform the work described within this RFP.

3. Conditions

By submitting a response, the proposer acknowledges and consents to the following conditions relative to the submission of a response.

- a) Agree to the conditions as set forth in this RFP with no exceptions and confirms that the response was prepared by an authorized representative of the firm, that the costs and availability of all material and supplies associated with performing the project have been determined, and that all labor costs associated with the project have been determined, including all direct and indirect costs.
- b) Failure to submit all required forms and to provide all requested information shall be cause for the rejection of the response. However, the County reserves the right to decide, on a case by case basis, in its sole and absolute discretion, whether to reject such a response as non-compliant.
- c) All proposals received and opened will be public documents and subject to the Open Records Act and all other laws of the State of Georgia, the United States of America, and the open records policies of the County. All such materials shall remain the property of the County and will not be returned to the proposer.
- d) Contractor shall comply with all federal, state and local laws, statutes, ordinances, rules and regulations, and the orders and decrees of any

BRANTLEY COUNTY, GEORGIA

Request for Proposal

Mobile Data System with Field Reporting and E-Citation

court or administrative bodies or tribunals in any matter affecting the performance of the project, including without limitation, workers' compensation laws, minimum and maximum salary and wage statutes and regulations, and licensing laws and regulations. When requested, contractor shall provide County with satisfactory proof of compliance.

- e) Contractor shall not be considered an employee of Brantley County, nor shall Contractor be within protection or coverage of the County's Workers' Compensation Insurance, Health Insurance, Liability Insurance or any other insurance that the County from time to time may have in force and effect.
- f) Failure to begin project within 10 (ten) business days of the issuance of the Notice to Proceed & Purchase Order may result in the Award being withdrawn and offered to the next-ranked propose. In this instance, the original Contractor shall be held responsible for any resulting additional purchasing and administrative costs in addition to any other remedies the County may have; shall not be considered in the re-advertisement of the project; and may not be considered in future solicitations for the same type of work unless the scope of work is significantly changed.

2. Workmanship

All proposed workmanship supportive of the RFP must conform to normal and accepted standards for the telecommunications industry. All installation and equipment work are to be installed by or under the supervision of the Contractor. The Contractor must completely remove and properly dispose of residue due to its work on a daily basis, return the site to a useable state and will be responsible for the cost of repairing all damage caused by the Contractor or its Sub- Contractors during the Mobile Data System installation.

The County reserves the right to halt any installation process due to poor workmanship, housekeeping, scheduling, work interruptions, etc. Work halts that are the result of poor workmanship would not relieve the Contractor of their responsibility to conform to the installation time requirements as stated by Contract.

3. Materials **BRANTLEY COUNTY, GEORGIA**

Request for Proposal

Mobile Data System with Field Reporting and E-Citation

All equipment, except with the expressed written permission of the County must be new and unused, and meet telecommunications industry standards. The County would reserve the right to reject and require the return, at the Contractor's expense, all components which are defective. Such rejections and/or returns will neither validate nor invalidate the remainder of any Contract. Rejections of material for cause would not provide an extension of time to the Contractor in the performance of contracted requirements.

4. Subcontractors

It is intended that a single Proposer have total turnkey responsibility for the subsequent County project to assure a fully operational system. Therefore, any Proposer desiring to use Sub-Contractor(s) must include within their RFP Response a list and description of potential, qualified Sub-Contractor(s). Both vendors and subcontractors must be able to pass a background check, if required by Brantley County.

BRANTLEY COUNTY, GEORGIA

Request for Proposal

Mobile Data System with Field Reporting and E-Citation

1. BRANTLEY COUNTY BACKGROUND

2. Background on County

Brantley County is located in the lower southeastern portion of the state. The County has a population of 19,109, and is the home of the cities of Hoboken, Nahunta, Atkinson, Hortense, and Waynesville. Brantley County is surrounded by Ware County, Pierce County, Wayne County, Glynn County, Charlton County and Camden County.

3. Brantley County Sheriff's Office

Brantley County, Georgia Sheriff's Office handles emergency service calls for all of Brantley County. The County's Sheriff's Office resides in Nahunta and provides services to over 19,000 residents. The Sheriff's Office has twelve (12) full-time Deputies and three (3) full time Investigators to serve this County. Brantley County adheres to NENA (National Emergency Number Association), APCO (Association of Public Safety Communications Officials) and Peace Officers Standards and Training (POST) standards.

BRANTLEY COUNTY, GEORGIA
Request for Proposal
Mobile Data System with Field Reporting and E-Citation

4. What the County Desires

The Brantley County Sheriff's Office is seeking to add mobile field reporting for deputies. The Sheriff's Office currently uses InterOp® RMS and InterOp® JMS. Proposers will be expected to integrate proposed solutions into the current system.

5. MINIMUM CRITERIA

- The proposed system must be capable of pushing information into InterOp® RMS
- The proposed system must be capable of receiving historical person alerts from InterOp® RMS
- The proposed mobile data system must use a windows based software system
- The proposed mobile data system must have integrated NCIC capabilities which allow users to query at a minimum persons and vehicles.
- The system shall have integrated AVL mapping.
- A Graphical User Interface is required in order to provide users a consistent interface and simple system navigation
- The system shall have integrated search capabilities
- Narrative fields shall provide spell checking capabilities
- The system must be able to demonstrate the current ability to interface and electronically submit various reports that are required to be reported to the State of Georgia.
- System must be scalable and can support current demands as well as accommodate future growth.
- CJIS encryption and advanced authentication compliant

BRANTLEY COUNTY, GEORGIA

Request for Proposal

- ~~Mobile Data System with Field Reporting and E-Citation~~
The proposed system should be able to integrate real-time processing of all the following applications, but not limited to, the following:

- 1.0 AVL / Real-time unit mapping with GPS and street data
- 2.0 Seamless NCIC Access
(Prefer NCIC access without the need for 3rd party software)
- 3.0 NCIC/GCIC Hit Alert Broadcast to all units
- 4.0 Automatic RMS name queries from NCIC/GCIC queries
- 5.0 Instant data population from GCIC and scanned ID

- The solution should have the ability to collect information such as listed below and sync data back to InterOp® RMS

- 1.0 Incident Reporting w/ NIBRS
- 2.0 Accident Reporting w/ Integrated Diagramming
- 3.0 Citations w/ GCIC Import and Barcode Scan
- 4.0 Juvenile Complaint w/ updated State of Georgia Juvenile Output Format
- 5.0 Vehicle Impound
- 6.0 Criminal Trespass Warnings
- 7.0 Arrest Booking Sheet
- 8.0 Property Receipts
- 9.0 Officer Activity Logs
- 10.0 Civil Process

- Mobile ticketing/E Ticketing

The proposed system should include a mobile ticketing solution that includes hardware and software needed for the vendors mobile data system

BRANTLEY COUNTY, GEORGIA
Request for Proposal
Mobile Data System with Field Reporting and E-Citation

1. FIRM BACKGROUND

2. Firm Background (including Subcontractors).

Include the year the firm was incorporated, main and branch office locations, and number of full-time and part-time employees assigned to the types of services requested in this RFP.

3. References

The proposer shall include at least five references where they have successfully implemented the proposed software/hardware solutions with the contact names and telephone numbers with implementation within the past five years.

4. Project Manager

Proposer will assign a Project Manager as a single point of contact between Brantley County's Project Representative and the County. Proposer's Project Manager shall be approved by the County or designee prior to assignment. Brantley County reserves the right to require replacement of the Proposer's Project Manager at any time during the project. Project Manager may be required to be onsite in the County during periods of Installation and implementation failure, ATP and System Cut over, as required by Brantley County's Project Representative.

BRANTLEY COUNTY, GEORGIA
Request for Proposal
Mobile Data System with Field Reporting and E-Citation

5. Project Management Methodology

Proposer shall describe their project management methodology to ensure the overall project's success and completion. Proposer shall also address how they intend to maintain schedule and mitigate risk on a project of this scope and complexity.

6. Project Plan

Proposer will be required to submit a true project plan/schedule within ten business days of a signed contract and notice to proceed from Brantley County.

7. Project Schedule

Proposer must submit as part of their RFP submittal a project schedule, assuming a June 1, 2021 start date. The schedule must include tasks, deliverables and also highlight major project milestones. The proposed Project Schedule should include shipment dates for all deliverables, taking into account an assumed time period required by the County to review and accept each shipment. The schedule should be based on a realistic appraisal of current and anticipated workloads. The Contractor's Project Manager will be required to submit an updated schedule every 30 days until the project has been successfully completed.

8. Status Updates

The Proposer's Project Manager will be required to submit regular status reports to Brantley County and their representatives.

BRANTLEY COUNTY, GEORGIA
Request for Proposal
Mobile Data System with Field Reporting and E-Citation

1. GENERAL REQUIREMENTS

2. Proposed Application Software and Computing Environment

- The vendor must present, in detail, features and capabilities of the proposed application software. In addition, the following information should be included:
 - **Hardware Environment:** Describe the hardware environment required to utilize the proposed software. In the event there is more than one suitable hardware platform, list all options indicating the relative strengths and drawbacks (if any) of each. The County prefers a thin client-computing environment that will enable high application performance regardless of bandwidth as well as greater data security. Also preferred is a solution with access to the application from any location with Internet connectivity.
 - **Operating System:** Brantley County requires a true, Windows-based system. Identify the operating system required by the proposed applications software in the hardware environment recommended above. In the event there is more than one suitable operating system, list all options indicating the relative strengths and drawbacks (if any) of each. List the operating system software support products required to support the recommended computing environment. List any additional vendor software products required to support your proposed application software. Also, if your solution includes a managed back-up solution, please include pertinent information.

BRANTLEY COUNTY, GEORGIA

3. **THIRD-PARTY PRODUCTS/ADDITIONAL SOFTWARE**

Mobile Data System with Field Reporting and E-Citation

- The vendor should explicitly state the name of any third-party products that are part of the proposed solution to the County's list of requirements. For each third- party product, there should be a statement about whether vendor's contract would encompass the third-party product and/or whether the County would have to contract on its own for the product.
- Include a description of any products, features or other value added components available for use with the proposed financial system that have not been specifically requested in this RFP. Consideration of these products features or other value added components that would be given where these may be of value to the County.

4. **Minimum Interfaces**

- A. Proposer must provide real time access to database content;
- B. Proposer must have Records Management System (RMS) Law Interface to the Sheriff's Office InterOp® Records and Jail Management System
- C. Proposer must have Automatic Vehicle Locator (AVL)

BRANTLEY COUNTY, GEORGIA

Request for Proposal

1. ~~FEATURE SPECIFICATION REQUIREMENT~~ *Mobile Data System with Field Reporting and E-Citation*

2. **Feature Specification Part 1**

- The proposed system must be capable of pushing information into InterOp® RMS
- The proposed system must be capable of receiving historical person alerts from InterOp® RMS
- The proposed mobile data system must use a windows based software system
- The proposed mobile data system must have integrated NCIC capabilities which allow users to query at a minimum persons and vehicles.
- The system shall have integrated AVL mapping.
- A Graphical User Interface is required in order to provide users a consistent interface and simple system navigation
- The system shall have integrated search capabilities
- Narrative fields shall provide spell checking capabilities
- The system must be able to demonstrate the current ability to interface and electronically submit various reports that are required to be reported to the State of Georgia.
- System must be scalable and can support current demands as well as accommodate future growth.
- CJIS encryption and advanced authentication compliant
- The mobile data system proposed should enable integrated real-time processing of all the following applications, but not limited to, the following:
 - 1.0 AVL / Real-time unit mapping with GPS and street data
 - 2.0 Seamless NCIC Access
(Prefer NCIC access without the need for 3rd party software)
 - 3.0 NCIC/GCIC Hit Alert Broadcast to all units
 - 4.0 Automatic RMS name queries from NCIC/GCIC queries
 - 5.0 Instant data population from GCIC and scanned ID
- The solution should have the ability to collect information such as listed below and sync data back to InterOp® RMS

BRANTLEY COUNTY, GEORGIA

- 1.0 Incident Reporting w/ IIBRS
- 2.0 Accident Reporting w/ Programming
- 3.0 Citations w/ GIC Interpret and Barcode Scan
- 4.0 Juvenile Complaint w/ updated State of Georgia Juvenile Output Format
- 5.0 Vehicle Impound
- 6.0 Criminal Trespass Warnings
- 7.0 Arrest Booking Sheet
- 8.0 Property Receipts
- 9.0 Officer Activity Logs
- 10.0 Civil Process

- Mobile ticketing/E Ticketing

The proposed system should include a mobile ticketing solution that includes hardware and software needed for the vendors mobile data system

BRANTLEY COUNTY, GEORGIA
Request for Proposal
Mobile Data System with Field Reporting and E-Citation

1. Warranty/Maintenance/Support:

The Contractor shall provide qualified personnel to install and test all elements of the new system. Proposers shall provide a representative acceptance test plan, whose scope will be negotiated as part of Contract Negotiations and shall be inserted as a component part of the Contract.

A. The system shall be maintained by qualified, factory trained personnel.

B. Remote Monitoring must be provided for the proposed system.

C. The proposed system equipment, workmanship, and functionality as provided by contract and installed by the Contractor shall be warranted for a period of twelve months following the successful conclusion of the Acceptance Test Plan.

2. Technical Support

During the warranty period, and any future maintenance support the County might purchase, the Contractor shall make available a 24/7/365 hotline for emergency technical support.

If a problem occurs that cannot be addressed remotely, the proposer needs to include on-site service response by the Contractor's qualified repair technicians. All minor system defects shall be addressed within 48 hours of the initial contact with the proposer. All major system defects, including failures that are major in nature, shall be addressed within 4 hours.

Proposers must have an emergency response capability that includes having someone on-site within 4 hours of a major fault, and able to support 24/7/365. A Contractor's failure to respond to an emergency condition, depending upon the circumstance, may result in a penalty as prescribed by the Contract. The scope of the penalty remedy shall be mutually determined during contract negotiations.

BRANTLEY COUNTY, GEORGIA
Request for Proposal
Mobile Data System with Field Reporting and E-Citation

3. Training

Brantley County considers training to be of paramount importance. The Proposer shall provide comprehensive training programs for Deputies and Administrators. The system's operation and administrative courses shall provide the necessary skills for everyday system operation and call reporting activities. The maintenance course shall enable service technicians (Contractor) to monitor overall integrity, functionality and to conduct efficient problem troubleshooting and resolution.

Due to the 24-hour schedule of the staff, training shall be offered in two sets of classes. One set will be in the morning, and the other set in the evening. The proposer will also be required to provide refresher training, at the County's discretion, 60 days after the County has started using the new system. The refresher training should also be offered in a morning and evening class.

The Proposer must identify in their RFP Proposal all direct or indirect costs necessary for all training. If there are other training options, or classes, the County should consider, please include those as well.

4. Documentation

The Contractor, as part of its work, shall provide submittals at various stages of the work. Prior to any on-site construction, the Contractor shall conduct a design review meeting that shall minimally include:

- A. A Project Time Line; functional description of the MOBILE DATA System; depiction of BRANTLEY COUNTY SHERIFF'S OFFICE and Contractor Responsibilities during the installation Phase.
- B. The Contractor will submit, with project's successful conclusion, complete documentation to minimally include:

BRANTLEY COUNTY, GEORGIA

Request for Proposal

- C. Installation/Maintenance Manuals for all supplied equipment; System Administration Manual; Position Operator Manual & Training Templates; Completed Acceptance Test Results; Completed Punch List Submittal.

5. Pricing

Pricing shall be provided in a sealed envelope with the proposal. Detail price breakdown shall be provided each line item detailed to include:

- A. Cost of software breakdown
- B. Warranty detail
- C. Cost of one year maintenance after the expiration of initial warranty

BRANTLEY COUNTY, GEORGIA
VENDOR INFORMATION FORM

Request for Proposal

Mobile Data System with Field Reporting and E-Citation

BRANTLEY County, Georgia

Legal Name of Business: _____

Any other names by which the business is known: _____

1. Company Name: _____

2. Street Address: _____

City/State/Zip: _____

3. Mailing Address: _____

City/State/Zip: _____

4. Type of Business (corporation, partnership, etc.): _____

5. Primary Contact: _____

6. Office Phone: _____ Fax: _____

Other Phone: _____

7. E-mail: _____

8. Company Website: _____

9. Tax ID and State where issued: _____

10. Has your company ever been debarred from doing business with any federal, state, or local agency? Yes _____ No _____

If "yes", please state the agency name, dates and reason for debarment. _____

(THIS FORM MUST BE COMPLETED AND RETURNED WITH PROPOSAL PACKAGE. DO NOT USE A SUBSTITUTE FORM.)

BRANTLEY COUNTY, GEORGIA
FEDERAL WORK AUTHORIZATION PROGRAM AFFIDAVIT

Request for Proposal

Mobile Data System with Field Reporting and E-Citation

By executing this affidavit, the undersigned contractor verifies its compliance with the Official Code of Georgia Annotated (O.C.G.A.) 13-10-91, stating affirmatively that the individual, firm, or corporation which is contracting with BRANTLEY County has registered with and is participating in a federal work authorization program* [any of the electronic verification of work authorization programs operated by the United State Department of Homeland Security or any equivalent federal work authorization program operation by the United State Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99- 603], in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

The undersigned further agrees that, should it employ or contract with any subcontractor(s) in connection with the physical performance of services pursuant to an award of contract with BRANTLEY County, contractor will secure from such subcontractor(s) similar verification of compliance with O.C.G.A. 13-10-91 on the Subcontractor Affidavit provided in Rule 300-10-01-08 or a substantially similar form. Contractor further agrees to maintain records of such compliance and provide a copy of each such verification to BRANTLEY County at the time the subcontractor(s) is retained to perform such service.

Contractor Firm Name

Contract/Project Name

Address

Contract Amount

City/State/Zip

EEV / Basic Pilot Program* User ID Number

Date of Authorization from EEV / Basic Pilot Program

Signature of Authorized Officer or Agent

Printed Name of Authorized Officer or Agent

Title of Authorized Officer or Agent

Date Signed

Sworn to and Subscribed before me on this ____
day of _____, 20 ____.

Notary Public
My Commission Expires: _____

(seal)

*as of the effective date of O.C.G.A. 13-10-91, the applicable federal work authorization program is the EEV / Basic Pilot Program operated by the U.S. Citizenship and Immigration Services Bureau of the U.S. Department of Homeland Security in conjunction with the Social Security Administration (SSA).