



COLLIN COUNTY

Office of the Purchasing Agent
2300 Bloomdale Road
Suite 3160
McKinney, Texas 75071
www.collincountytx.gov

ADDENDUM NO. One (1)

RFP No. 2017-169

REQUEST FOR PROPOSAL

FOR

DISPATCH CONSOLE FURNITURE

Date: May 5, 2017

NOTICE TO ALL PROSPECTIVE PROPOSERS:

Change RFP Close Date From: May 11, 2017 at 2:00 p.m.

Change RFP Close Date To: May 18, 2017 at 2:00 p.m.

Delete Attachment: Collin County Dispatch Furniture RFP 3-29-17 sh.docx

Replace with: Collin County Dispatch Furniture RFP Revised Addendum No. 1.docx

Add: Attachment A: CCSO Dispatch Furniture Plan

Note this document is available in .dwg, dxf and .shx format. If you require any of these formats, please send email request to Sara Hoglund at shoglund@co.collin.tx.us.

Add: Attachment B: Answers to Vendor Questions – Round #1

Add: Attachment C: Pre-Proposal Sign In Sheet

Delete: Information Regarding Conflict of Interest Questionnaire

Replace with: Information Regarding Conflict of Interest Questionnaire – Revised 5-5-2017

PLEASE NOTE ALL OTHER TERMS, CONDITIONS, SPECIFICATIONS, DRAWINGS, ETC. REMAIN UNCHANGED.

SINCERELY,
MICHALYN RAINS, CPPO, CPPB
PURCHASING AGENT

4.0 EVALUATION CRITERIA AND FACTORS

- 4.1 The award of the contract shall be made to the responsible offeror, whose proposal is determined to be the best evaluated offer taking into consideration the relative importance of price and other factors set forth in the Request For Proposal.

The Evaluation Committee will review all proposals received by the Opening date and time as part of a documented evaluation process. For each decision point in the process, the County will evaluate contractors according to specific criteria and will elevate a certain number of contractors to compete against each other. The proposals will be evaluated on the criteria listed below.

The County will use a competitive process based upon "selection levels." The County recognizes that if a contractor fails to meet expectations during any part of the process, it reserves the right to proceed with the remaining contractors or to elevate a contractor that was not elevated before. The selection levels are described in the following sections.

Level 1 - Conformance with Mandatory Technical Requirements

Criteria assessed during Level 1:

The first part of the elevation process is to validate the completeness of the proposal and ensure that all the RFP guidelines and submittal requirements are met. Those offerors who do not meet all the requirements for the RFP may, at the discretion of the County, be contacted to submit the missing information within two business days. Incomplete or noncompliant RFPs may be disqualified.

Proposals which are not in accordance with the terms and conditions of this RFP will not be considered for evaluation or award.

All information requested must be provided for the proposal to be valid.

All Proposers must complete the entire "Vendor Response Document", Section 8 in order to be considered. The RFP is structured to elicit substantive responses to each question or statement of requirement. Exceptions to any items must be clearly stated and described in detail in each response. For all exceptions, state the nature of the exception and any alternative recommendation, which you believe will meet the intent of the County.

Level 2 – Detailed Proposal Assessment

The Evaluation Committee will conduct a detailed assessment of all proposals elevated to this Level. Criteria evaluated in Level 2:

Description	Points
Turnkey pricing for all furniture and installation services (8.6)	40
Furniture System that complies with Section 6 & 7 of this RFP (8.2)	20
Aesthetic and ergonomic suitability (8.3)	20
Vendor reference checks, financial stability, warranty terms, and maintenance guarantees (8.4)	10
Furniture System design that complies with the County's desired space plan (8.5)	10

5.0 SPECIAL TERMS AND CONDITIONS

5.1 BACKGROUND INFORMATION

Collin County, Texas (the County) is planning to replace the furniture at the existing four (4) Radio Dispatch Positions, and add a complete Supervisor Position (Radio, CAD & 9-1-1) along with three (3) new Call Take Positions, for a total of eight (8) new console furniture positions.

A proposed overall Dispatch Center floor plan is provided in Section 7.0 of this document to facilitate your design of the proposed furniture systems. These drawings indicate the County's preferred console layout. The console furniture shown is intended to represent a conceptual County furniture position and does not represent any particular manufacturer's furniture system. It will be the proposer's responsibility, following contract award, to verify all dimensions and door openings necessary to fit/install the proposed furniture.

As part of developing the new Center, the County has acquired a new 700 MHz, Phase II Trunked Radio System. The vendor for this new system is Motorola. As part of the system implementation schedule, it is planned to install the new Radio Dispatch Consoles in the new furniture located in the new Dispatch Center across the hallway from the existing Dispatch Center.

Collin County has engaged the services of Black & Veatch to help prepare the specifications, participate in the evaluation and project manage the installation of this RFP.

- 5.2 Term: Provide for a contract commencing on the date of the award until completion.
- 5.3 Pre-Proposal Conference: A pre-proposal conference is scheduled for April 25, 2017 at 2:00 PM in at the Collin County Sheriff's Office located at 4300 Community Blvd, McKinney, TX 75071. Please enter the lobby on the right side and wait in reception area. All firms intending to submit a proposal are requested to attend. Each proposer will be responsible for visiting the site of the proposed work, becoming acquainted with the existing conditions relating to the work, and becoming informed as to the facilities involved, and the physical conditions affecting the performance of the contract.
- 5.4 Funding: Funds for payment have been provided through the County budgetary process. State of Texas statutes prohibit the County from any obligation of public funds beyond the fiscal year for which a budget has been approved. Therefore, anticipated orders or other obligations that arise past the end of the current Collin County fiscal year shall be subject to budget approval.
- 5.5 Price Reduction: If during the life of the contract, the contractor's net prices to other customers under the same terms and conditions for items/services awarded herein are reduced below the contracted price, it is understood and agreed that the benefits of such reduction shall be extended to Collin County.
- 5.6 Delivery/Setup/Installation Location: Locations for delivery and installation will be stated on the Collin County Purchase Order(s). Delivery shall include assembly, setup and installation and shall be included in proposal. Below is the address for work to be completed.
- 5.7 Testing: Testing may be performed at the request of Collin County, by an agent so designated, without expense to Collin County.
- 5.8 Samples/Demos: When requested, samples/demos shall be furnished free of expense to Collin County.
- 5.9 Background Check: All Contractor employees that will be working on site shall pass a criminal background check performed by Collin County before any work may be performed. The selected offeror shall be provided the required documents to submit required information for background checks.
- 5.10 Approximate Value: The estimated value of this contract is \$135,000. Approximate value does not constitute an order.
- 5.11 Confidential or Proprietary Information. Proposers shall identify those portions of their proposals that they deem to be confidential, proprietary information or trade secrets and shall provide the County with justification as to why such materials should not be disclosed by the County. The County will make every reasonable effort to honor such requests. Proposers must clearly indicate each and every section to which this applies. It is not sufficient to preface the entire proposal with a proprietary statement.
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5.12 SPECIAL INSTRUCTIONS

The furniture for all dispatch positions will be installed in the new area by the furniture vendor. The cutover plan from the old dispatch area to the new dispatch area will then be to replace only one radio position at a time. This is necessary to keep a good level of service within the Center.

As part of the overall construction of the new Dispatch Center, a raised computer flooring system will be installed. Following contract award, you will be required to develop and provide a scale floor plan showing the flooring vendor exactly where floor cutouts must be placed to accommodate bringing data cables up from under the floor and allowing your AC power cords to drop down to be plugged into under floor power outlets. The cutouts will be “V” shaped on the edge of the floor tiles 3” wide and the flooring vendor will provide soft plastic or rubber grommets around the cutout to protect cables from damage caused by rough edges of the cutouts.

5.13 PROJECT GOALS

The County desires to have a highly reliable and ergonomically designed console furniture system, which can meet the needs of today and be robust enough to support future requirements, without replacing the system infrastructure. The new furniture will be required to support LED Flat Panel Display based Radio Consoles, Computer Aided Dispatch System Workstations, and a PC Workstation based E9-1-1 system, combined with the telephone and Instant Recall Recording equipment necessary to handle incoming calls for service. The selected provider will be expected to work with the County’s Public Safety Personnel to develop fabric and work surface finish materials.

Therefore, the County desires to acquire services and equipment from a provider who can offer a furniture system with growth capability in both size and functionality. Also desired is a system which is ergonomically designed to provide the best possible working conditions for Call Takers and Dispatchers, as well as offering reasonably local and prompt response to any required repair services.

Please carefully review the balance of this Request for Proposal (RFP) document to assure your complete understanding of the requirements and requests for service, equipment and the overall future system. Any questions pertaining to information contained herein will be answered at the pre-proposal conference.

6.0 CONSOLE FURNITURE CONSTRUCTION

6.1 GENERAL CONSIDERATIONS

The console system must be provided from standard, previously manufactured items that have the capability of being adding to or re-configuring at a later date. Vendor must be able to offer customer a wide variety of fabric colors for sound absorption panels and laminate finishes for

lifting surfaces for selection at a later date. Fabric and laminate materials must conform to the specifications provided within this RFP.

All workstation equipment shall conform to the specifications of *ANSI/HFS 100-2007, "American National Standard for Human Factors Engineering of Visual Display Terminal Workstations to include Standing Height Range"*. All workstation equipment shall support the requirements and intent of the Americans with Disabilities Act regarding wheelchair access. Any expenses after installation to rectify deficiencies shall be borne by the vendor..

6.2 ACOUSTIC CONSOLE PANEL SYSTEMS

Panel heights, which make up the system, should be available in heights from 30" to 78" dependent on location within the system. Panels must be non-structural and not support the furniture. Panels should be covered with high-density fireproof sound absorbing subsurface above 30" on the operator side and full height on the outside. Sound absorption must meet or exceed $NRC = .60$ and higher ratings are preferred. The manufacturer of the sound absorption material used in your panels should be capable of advising you of the NRC rating of the provided material. Subsurface should be covered with 100% polyester Teflon-like coated fabric and all fasteners completely concealed. Fabric finish should have an abrasion finish meeting ASTM D-3597 and MVPTS-198 standards. The fabric shall be treated to repel stains. The proposer, as part of their response, shall describe all acoustic suppression materials used on which surfaces and shall identify said materials in the submitted drawings.

Fabric flammability requirements should meet ASTM E-84 (Tunnel Test) Class A or Class 1, and also meet or exceed California Technical Bulletin 117 Section E (SC-191-53). The system must be constructed of durable materials, which will stand up to the 24-hour use environment of an Emergency Communications Center and intended to provide a service life in excess of ten (10) years.

6.3 ERGONOMICS

The console system must provide keyboard platforms with adjustable height integrated with screen display platforms, which are individually adjustable in height electronically. It is preferable for keyboard/screen display platforms and adjacent work surfaces to be designed as one continuous curved surface, which will lift all components simultaneously. The power lift platform must have ability to move/support **a minimum 300 lb customer equipment load** and lifting capacity, with uneven load distribution. The platform must be a fully supported, continuous work surface. Platform surfaces, which are designed to be "pieced together" components in the field, are not acceptable. Total system lift capacity will depend on the weight of your proposed furniture work surfaces. Preferable adjustment capability is: minimum of 25" to a minimum of 53" in height for the screen display platform.

~~The keyboard(s) and mouse space will require a minimum of a 36" wide keyboard support platform, preferably with a 9° positive to 15° negative tilt for the platform. It is desired that a single control be used for adjusting both the height and tilt of the keyboard platform.~~

~~The outside corners of the keyboard support platform shall be rounded and protected with the same type of molding as utilized on the screen display surface. Each console must offer~~

~~an optional wrist rest, which will rest on the keyboard platform, and should have an optional adjustable height pad for the keyboard/wrist area.~~ Each console should offer, as an option, a footrest on the floor in front of each operator that is adjustable in height and angle. Each position shall be equipped with individual task lighting with long life LED lamps, light switching from low to high intensity, and an articulating arm of vertical arm design and allowing full position adjustment by the operator from 24" to no more than 40" fully extended. Lamps shall employ a base suitable for mounting at a fixed location. Weighted bases are not acceptable.

6.4 GENERAL CONSTRUCTION

All support posts shall be constructed of minimum 14-gauge steel or anodized aluminum and finished in fabric or scratch resistant material to match acoustical partitions. Leveling guides must be integral to the system. All screen display and keyboard surfaces must be covered with high-pressure plastic laminate meeting ANSI/ASME A 1.1: 1986 requirements for Class "B" laminates in a non-glare matte finish and, if longer than 48" must have additional support members. It shall be chip, stain, and scratch resistant. The underside of the writing surface shall be laminated to prevent moisture from warping the surface. Exposed edges must be covered with a high impact curved material, which will resist dents and scratches, not plastic laminate. No plastic laminate 45° or 90° edges on screen display/keyboard surfaces will be allowed. All screen display/keyboard surfaces shall be a minimum of 45 pound density core material and the thickness no less than 1-1/8". A wire management system shall be designed within the furniture to accommodate movement of cabling as the work surfaces are raised and lowered to prevent damage to the cabling. The primary and side-wing surfaces are to include grommeted cable drop holes spaced at a maximum of 20" for access to electronic CPU storage cabinets. The furniture system must provide at least two (2) electronic component (CPU) storage cabinets, each capable of handling a minimum of 2 – CPU's, each CPU measuring a minimum of 8" wide x 18" high x 18" deep See 3.7 for detail.

6.5 DRAWER PEDESTALS

Drawer pedestals shall be available for each position. Pedestals must be finished completely on all four sides with a high-pressure laminate with high impact vinyl edge material to match the laminate finish on the work surfaces. Drawer hardware must be full extension, precision ball bearing construction. Pedestal design must accommodate the capability to provide a pencil drawer or tray, standard desk drawer and hanging file drawer in multiple configurations. File drawers must have built-in "Pentaflex" hanging file capacity.

Provide optional cost in Section 5. If selected, the County will determine final drawer configuration during contract negotiations.

6.6 CPU AND PC CAVITY STORAGE SPACE

Access to cavities should be through the front and rear dependent on dispatch center wall location and final furniture configuration in dispatch center. Each cavity must have grommet holes for cable drops and be fully vented to prevent heat build-up. Cavity fans with air filters in the cavity must be available and offered as an option.

Cavity access must be via simple "Velcro" type or hinged panel with a pin/clip latch type entry system. It is not desirable for customer to require special tools or unique skills to access any CPU or PC Tower equipment stored in cavities. Infrequent access will be required to update software via insertion of CD-ROM disks.

Each storage space shall support a minimum of two (2) PC Towers with a depth of at least twenty-two inches (22") to accommodate plugs and cables at the rear of each PC and a width of at least twenty inches (20") to allow for air convection around equipment.

Each storage space shall be equipped with a pull-out tray in the bottom for ease of access to CPU's, combined with a folding wire management arm to prevent cables from becoming entangled at the rear of the CPU.

6.7 ELECTRICAL OUTLETS

Each console CPU cavity must be equipped with a minimum of two (2), eight (8) position, 3-prong, grounded outlets mounted inside the cavity. They must be U.L. Listed, CSA Rated, 15 Amp, 120 Volt power strips. The power strips must include a circuit breaker with surge suppression of at least 12,000 amp spikes. The power strips must have RFI/EMI noise filtering and be equipped with a minimum twelve foot (12') AC power cord. CPU cavity AC power cords will be plugged into outlets under the 12" high raised computer flooring system.

In addition, as an option, provide cost in Section 5 for two additional power strips under each side of the Display Shelf. The purpose is to plug in Display Screens so that the standard 5' power cord is not stretched between the Screen and the power strips inside the CPU cabinets when the Display Shelf is raised to full height. The power cords on these power strips must be long enough to feed through the cable management system and connect inside the CPU cabinets.

No Personal Environmental System equipment, power lift motors or Task Lights are to be plugged into these power strips. The County will provision electrical outlets under the raised flooring system, not connected to the facility UPS System, for powering such devices.

6.8 PERSONAL ENVIRONMENT SYSTEM

Each workstation in the Dispatch Center shall be equipped with a Personal Environmental System (PES). The PES shall have an environmental control unit that is easily accessible by the workstation operator. The main PES power unit, to the greatest extent possible, shall be hidden from view. The PES shall be equipped with an intensity adjustable air-flow sub-system (AFS). The AFS shall be circulated air type and capable of filtering the circulated air.

The AFS shall utilize replaceable filters rather than reusable filters. The AFS unit shall provide air-flow speed adjustment from the workstation control unit. The air diffusers shall be mounted on the display screen display lift surface and in positions that will not block the operator's view of screen displays. The air diffusers shall be adjustable for lateral rotation for horizontal air movement and shall be equipped with louvers to allow for vertical air-flow adjustment. The air-diffusers shall not be more than 3.5" high from the screen display surface. Mounting locations of the air-diffusers shall be on the left and right side of the center of the work surface. The PES shall also provide a heating system. The preferred heating system shall consist of forced air heat

blowing under the work surface across the legs and lap of the operator. If a radiant heat panel is proposed, it must be so noted in your product description. The heating system shall provide temperature adjustment by the workstation operator through the operator control unit located on the work surface.

The PES and associated heating system shall be equipped with one or more separate 3-prong AC Power cords, allowing the system(s) to be connected to an electrical outlet that is not powered from the UPS System (Commercial Power Only). This outlet will also be located under the raised floor. The UPS Power outlets are intended to support only the console electronics (CPU's/Screen Displays) housed in and/or on the furniture.

6.9 FURNITURE GROUNDING SYSTEM

The furniture system shall be grounded in accordance with industry practiced grounding standards. The drawing below, courtesy of Motorola R 56 publication, shows an appropriate grounding method for console furniture A "Square D" Model Number PK27GTA or equivalent ground bar provided and installed by you, will be required in all console positions. This will accommodate up to 8 devices and a lug which will accommodate a #2 AWG ground wire, for connection to ground bars located under the raised floor system. The under floor ground bars will be provided by others for connection by you to your proposed furniture.

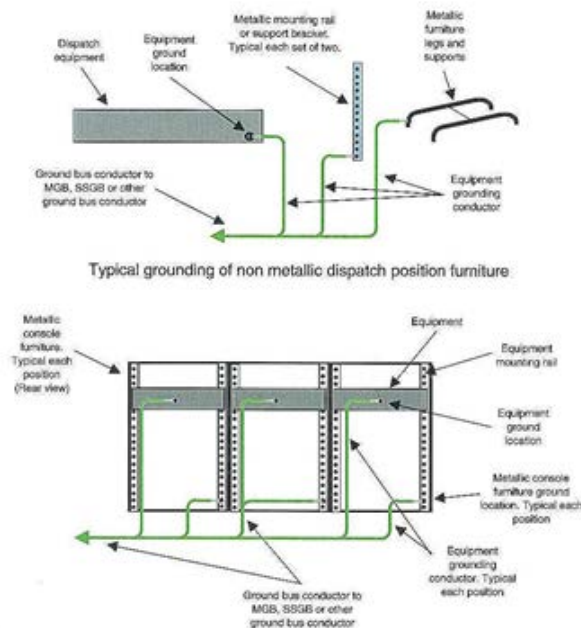


FIGURE 7-29 GROUNDING METHODS FOR DISPATCH EQUIPMENT AND FURNITURE

6.10 USB PORT PANEL

Provide the optional cost in each console position for a “pass-through” USB Port Panel (not a USB Hub) supporting at least four (4) USB Ports (USB 2.0 A-Male to A-Female). The purpose of this panel is to allow USB cables for keyboards and mice to be run from the connection ports on CPU’s inside the CPU cavities to connections on the back of the USB Port panel. The keyboards and mice would then be plugged into the corresponding port in face of the panel. In this manner, should a keyboard or mouse fail, the Operator can simply get a replacement and plug it in themselves rather than wait for a technician to access the CPU cavity to replace the broken device. The panel should be mounted under the front edge of the display screen power lift surface, and far enough back (at least one inch from the front edge) to allow the keyboard and mouse USB plugs to pass between the lift surfaces

6.11 AC OUTLET IN RADIO EQUIPPED POSITIONS

Provide in each console position one AC powered convenience outlet, easily accessible by the Dispatcher, to plug in a charger for a Portable Radio. This outlet will not be on UPS power as the commercial power outlets will be backed up by the Emergency Generator. The cord from this outlet must be long enough to extend through your cable management system and plug into the non-ups outlet under the raised floor.

7.0 CONSOLE POSITIONS

7.1 GENERAL INFORMATION – DISPATCH CENTER

There is an overall initial requirement in the new Dispatch Center for the installation of four (4) Radio Dispatch console positions, plus the addition of one (1) new Supervisor position, and three (3) new Call Take positions for a total of eight (8) dispatch Console Furniture positions.

7.2 CALL TAKE – (3)

These three (3) positions will be equipped with:

- a. Enhanced 9-1-1 Call Taking equipment consisting of a PC based workstation with one 32” LED Flat Panel display screen, keyboard and mouse, and
 - b. CAD PC based workstation consisting of a PC with four (4) 24” LED Flat Panel display screens with keyboard and mouse. There may also be an Administrative telephone instrument at each position. These positions shall be surrounded on both ends and the back by a forty-eight inch (48”) high sound absorption panel.
 - c. These three (3) Call Take positions will each be equipped with a Radio Dispatch Console with a 24” display screen, and a mouse. Your design and display mounting arrangement must take this into consideration, as well as space for the Radio Console PC inside your CPU cavity. Provide, as required, mounting brackets to “stack” the multiple display screens on the power lift display shelf.
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- d. These positions are to be equipped with a 48” high sound absorption surround panel.
- e. Due to space limitations, the Call Take furniture is smaller than the Radio Dispatch positions. Therefore, it will be necessary for you to provide suitable mounting brackets to allow “stacking” of the 24” display screens with a taller mount at the rear to support the 32” 9-1-1 display screen. The four CAD screens are to be mounted side-by-side and stacked two high.

7.3 RADIO DISPATCH POSITIONS – (4)

These four (4) positions are each equipped slightly different. A per position description follows:

Position # 1 is equipped with:

- a. CAD PC based workstation consisting of a PC with four (4) 24” LED Flat Panel display screens with keyboard and mouse.
- b. A Radio Dispatch Console consisting of a PC, a 24” display screen sitting on top of a Radio System Interface box, and a mouse.
- c. Enhanced 9-1-1 Call Taking equipment consisting of a PC based workstation with one 32” LED Flat Panel display screen, keyboard and mouse.
- d. A Radio System management terminal consisting of a PC, 24” display screen, two speakers, keyboard and mouse.

Position # 2 is equipped with:

- a. CAD PC based workstation consisting of a PC with four (4) 24” LED Flat Panel display screens with keyboard and mouse.
- b. A Radio Dispatch Console consisting of a PC, a 24” display screen sitting on top of a Radio System Interface box, and a mouse.
- c. Enhanced 9-1-1 Call Taking equipment consisting of a PC based workstation with one 32” LED Flat Panel display screen, keyboard and mouse.
- d. A Panic Alarm System consisting of a PC, 24” monitor, keyboard, mouse and two speakers.

Position # 3 is equipped with:

- a. CAD PC based workstation consisting of a PC with four (4) 24” LED Flat Panel display screens with keyboard and mouse,
 - b. A Radio Dispatch Console consisting of a PC, a 24” display screen sitting on top of a Radio System Interface box, and a mouse.
 - c. Enhanced 9-1-1 Call Taking equipment consisting of a PC based workstation with one 32” LED Flat Panel display screen, keyboard and mouse.
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Position # 4 is equipped with:

- a. CAD PC based workstation consisting of a PC with four (4) 24" LED Flat Panel display screens with keyboard and mouse.
- b. A Radio Dispatch Console consisting of a PC, a 24" display screen sitting on top of a Radio System Interface box, and a mouse.
- c. Enhanced 9-1-1 Call Taking equipment consisting of a PC based workstation with one 32" LED Flat Panel display screen, keyboard and mouse.

Printers and FAX - There is an approximately 14" wide printer located between Positions 2 & 3 and between Positions 3 & 4, which will require a non-lift surface to support. In addition, there is a FAX machine located between Positions 1 & 2, which will also require a non-lift surface to support. These are shown on the drawing.

Screen Positions - At all four (4) Radio Dispatch positions, the 32" 9-1-1 screen will be located at the left of the operator, and the Radio Dispatch Console screen will be located on the right side of the console. The four CAD screens are to be located in the center of the position, with the screens side-by-side and stacked two high. Provide appropriate mountings to accommodate this arrangement.

Surround Panel - These positions are to be equipped with a 48" high sound absorption surround panel.

7.4 SUPERVISOR POSITION

This one (1) position will be equipped with (a) CAD PC based workstation consisting of a PC with four (4) 24" LED Flat Panel display screens with keyboard and mouse, (b) a Radio Dispatch Console consisting of a PC, a 24" display screen sitting on top of a Radio System Interface box, and a mouse, (c) Enhanced 9-1-1 Call Taking equipment consisting of a PC based workstation with one 32" LED Flat Panel display screen, keyboard and mouse. This position should be equipped with a 36" high surround sound panel.

7.5 OPTIONAL FURNITURE EQUIPMENT

- 7.5.1 A requirement may exist to install 24" - 30" wide work surfaces between adjacent radio dispatch console positions as shown in the drawing, to support printers or other devices. Provide optional cost quote for these surfaces, if you can offer them with your furniture system.
 - 7.5.2 If you are able to provide the 6'6" long X 2' 0" deep Printer Table shown on the drawing next to the Supervisor's position finished in the same laminate as the console furniture work surfaces please provide a price quote in Section 5. The table should have doors and shelving to house printer paper and office supplies.
 - 7.5.3 If you are able to provide the 8' 0" long by 1' 9" deep coffee table shown on the drawing along the back wall of the center, across from the Radio Dispatch positions, finished in the same laminate as the furniture work surfaces please provide a price quote in Section
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5. This table should have doors with interior shelving and under-counter space at one end to house a small “Dormitory Style” refrigerator.
- 7.5.4 The County may have a requirement for an optional thirty-six inch (36”) to forty-inch (40”) diameter “Turntable” type storage system for housing various binders and reference materials, which are easily accessible to all dispatch center personnel. The unit must be mounted on heavy-duty casters capable of supporting the loaded weight of the unit and finished in the same material as the work surfaces of the console furniture.
- 7.5.5 If you are able to furnish two drawer and/or four drawer lateral file cabinets finished in the same material as the work surfaces of the console furniture, please provide a cost quotation, per file cabinet, in Section 5 of this RFP. The drawing provided indicates three (3) lateral file cabinets between the coffee table and the Supervisor’s position.
- 7.5.6 The specifications above have indicated forty-eight inch (48”) high sound absorption panels surrounding the console positions at the Call Take and Radio Dispatch positions. As an option, please provide a cost quotation to modify the sound panels surrounding these, on a per position basis, to a fifty-four inch (54”) height. The construction of these panels would be forty-two inch (42”) high sound absorption panels, with the remaining twelve inches of height (12”) composed of glass panels, allowing visual sight lines between the various positions in the Dispatch Center.
- 7.5.7 There will be seven (7) Call Take and Radio Dispatch positions on the main Dispatch floor. To assist the Supervisor in monitoring the Radio Dispatch and 9-1-1 Call Take process, the County would like to have these positions equipped with pole lamps, with bright LED lights. Each lamp will have three different colors indicating different status. They are, from the top, red, white and blue. White to indicate the operator is engaged in a live telephone conversation, Blue to indicate that the radio push-to-talk key is activated and Red to summon a Supervisor for assistance. The Blue lamp will be activated by a contact closure provided from the Radio Dispatch Workstation when the push-to-talk button is activated. The White lamp will be activated by contact closures from the 9-1-1 system (the same contact closure that signals to activate the Logging Recorder). The Red lamp is to be activated by a manual switch on the console furniture surface, provided and installed by the proposer. In order to accept the contact closures and power the 24V DC Lamps, a Light Tower Interface acquired from US Digital Designs (USDD), Tempe, AZ (or equivalent) will also have to be provided by the proposer and installed within the furniture. The proposer is responsible for wiring between the USDD unit and the pole lamps. The mounting post for the lamps must be a minimum of 30” in height from the Display Screen Platform to allow the lamps to extend above the LED screens at each position so as to be seen by the Supervisor

7.7 PROPOSED DISPATCH CENTER FLOOR PLANS

Exhibit # 1 provides a **conceptual design and preferred furniture layout** for the Collin County dispatch center. **This is not a final design and the console positions shown on the drawing are generic in nature and for general information only.** You must provide a furniture design, that

incorporates the above described requirements and conforms to the construction design provided in the previous Section 3.0, Console Furniture Construction. **Should you wish to propose and offer alternative furniture layouts, please provide them as attachments to your proposal response. They will be given equal and fair consideration by Collin County.** The drawing was originally prepared in Microsoft Visio, but can be provided in .DWG AutoCAD format. However, during reproduction for inclusion in this document some dimensions may have been altered. The original scale drawing provided in this document indicates that the actual room dimensions are as follows:

Dispatch Center:

- a. Dispatch Center only, Room Width (on drawing), approximately – 76’ 3”
- b. Dispatch Center only, Room Height (on drawing), approximately – 23’ 10 3/4 “

Please be advised that you are responsible for verifying exact room dimensions in the event that your console furniture design requires additional clarification.

Removed Design Drawing. See Attachment A for new Drawing.

8.0 RESPONSE REQUIREMENTS

8.1 RESPONSE PROCEDURES

Responses submitted by Vendors must comply with the following procedures or may be considered as non-responsive.

Collin County prefers that vendors who submit a proposal in response to this RFP upload documents to Collin County e-bid (<https://collincountytx.ionwave.net>). It is requested that vendors consolidate their proposal into one (1) searchable PDF document. If vendors choose to submit a hard copy the following shall be provided:

- One (1) original signed in BLUE ink and a searchable electronic soft copy in one (1) PDF document of the entire proposal with bookmarks on DVD media or flash drive. If submitting a hard copy proposals shall include a table of contents and shall be printed on double sided 8.5 x 11 inch paper with a reasonable allowable exception for pages that need to be printed on 11 x 17 inch media to facilitate readability.

Proposals are to be marked:

Collin County RFP #2017-169

Bidder's Name

Dispatch Console Furniture

Due Date: May 11, 2017 at 2:00 P.M.

8.2 FURNITURE SYSTEM THAT COMPLIES WITH SECTIONS 6 AND 7 OF THIS RFP

Please provide a Point-by-Point Response to Sections 6 and 7 of this RFP.

Describe any exceptions or clarifications taken to the furniture construction detail provided in Section 6 and Section 7. For each exception, provide an explanation of how your furniture system differs and how your furniture can generally meet the stated requirements. If none, so state.

8.3 AESTHETIC AND ERGONOMIC SUITABILITY

Provide some form of equipment graphical representation, description and listing, per position, which will allow the review of all proposed furniture components, including such items as: task lighting, environmental controls, power lift, optional drawer pedestals, etc. Please enclose with your proposal any color pictures and/or brochures, which more fully describe the furniture and accessories included in your proposed configuration. Please provide graphical representation of color options for all furniture elements that offer color options.

8.4 VENDOR REFERENCE CHECKS, SUBCONTRACTORS, FINANCIAL STABILITY, WARRANTY AND REPAIR PROGRAM, PROJECT SCHEDULE

- a. The Proposers Name, Address, Point of Contact, Title, Email and Telephone Number.
- b. List names of personnel assigned to this project and describe their contribution to the project.
- c. **Company References.** List four references for other completed projects. Include Agency Name, Contact Name, Address, Telephone Number & Number of Positions installed.

Agency 1 Name: _____

Contact Name: _____

Address: _____

Telephone: _____ E-mail Address: _____

No. of Positions: _____

Agency 2 Name: _____

Contact Name: _____

Address: _____

Telephone: _____ E-mail Address: _____

No. of Positions: _____

Agency 3 Name: _____

Contact Name: _____

Address: _____

Telephone: _____ E-mail Address: _____

No. of Positions: _____

- d. For what length of time has your company and/or the manufacturer of your proposed furniture system been in business?

Yrs. in Business: _____

- e. Where is your furniture system manufactured? _____

- f. Who will install your proposed furniture system? Are there any subcontractors involved? Where are they located?

Company Name: _____

Company Address: _____

- g. Provide a copy of your or the manufacturer's most recent audited financial statement or other information which will allow the County to judge financial viability of your organization for long term product support.

Information Enclosed? Yes _____ No _____

- h. Provide a complete description of your Warranty and Repair program. For what length of time is the product under warranty and what components are covered? How are repair services acquired and at what cost to the County?

- i. Collin County will require a project schedule, with major milestones for installation of your proposed furniture system. The minimum milestones are: Furniture Manufacture Time from date of contract execution, Furniture Shipping time to Collin County, Texas & Total Time to install furniture in the new communications center.

Schedule Attached? Yes _____ No _____

8.5 FURNITURE SYSTEM DESIGN THAT COMPLIES WITH THE COUNTY'S DESIRED SPACE PLAN

At the conclusion of Section 4.0 of this RFP, we provided a drawing with the preferred furniture layout and general measurements of the new Collin County Dispatch Center (Exhibit 1). Utilize that drawing to develop your proposed furniture layouts (**on a scale floor plan**) to meet the requirements of this RFP. In addition, provide 3D drawings of the Call Take, Radio Dispatch, and Supervisor positions so that the County may better visualize the plans and furniture designs.

- 3D Drawings of Furniture Positions Enclosed? Yes ____ No ____
- Scale Floor Plan with Furniture Layout Enclosed? Yes ____ No ____

Alternative Console Furniture layouts that you may wish to propose should be attached to this response document, along with separate cost sheets if the alternative arrangement differs in cost from the basic proposal, and your alternative designs will be given equal consideration by the County.



8.6 TURNKEY PRICING FOR ALL FURNITURE AND INSTALLATION SERVICES

		Qty	Each Price	Total Price
Furniture Only	9-1-1 Call Take Positions	3	\$	\$
Install Only	9-1-1 Call Take Positions	3	\$	\$
Furniture Only	Radio Dispatch Positions	4	\$	\$
Install Only	Radio Dispatch Positions	4	\$	\$
Furniture Only	Dispatch Supervisor Position	1	\$	\$
Install Only	Dispatch Supervisor Position	1	\$	\$
Grand Total				\$

Cost must remain valid for ninety (90) days from proposal opening date

8.7 OPTIONAL CONSOLE FURNITURE EQUIPMENT - INCLUDE INSTALLATION (DESCRIBED IN SECTION 4.5)

- (7.5.1) Cost for 24" -30" Wide Work Surface Dividers – Propose Qty 2 \$ _____
- (7.5.2) Cost for 6'6" long x 2'0" deep Printer Table - Propose Qty 1 \$ _____
- (7.5.3) Cost for 8'0" long x 1'9" deep Coffee Table - Propose Qty 1 \$ _____
- (7.5.4) Cost for 36" Diameter storage system, on casters (each) \$ _____
- (7.5.5) Cost for a Lateral File Cabinet (each)
 - i. Two Drawer \$ _____
 - ii. Four Drawer \$ _____
- (7.5.6) Cost for Modification to Sound Absorption Panels, 12" glass windows in (per position) \$ _____
- (7.5.7) Installed cost for Pole Lamps, including Controller \$ _____

8.8 ADDITIONAL OPTIONAL ITEMS

- Cost for Non-adjustable wrist rest – each \$ _____
-

- Cost for Adjustable wrist rest – each \$ _____
- Cost for adjustable foot rest - each \$ _____
- Cost for Drawer Pedestal – each \$ _____
- Cost for two 4-6 position power strips under display surface \$ _____
- Cost for pass-through USB 4-Port panel – each \$ _____
- Cost per each for CPU Cavity Fans w/ Air Filters \$ _____

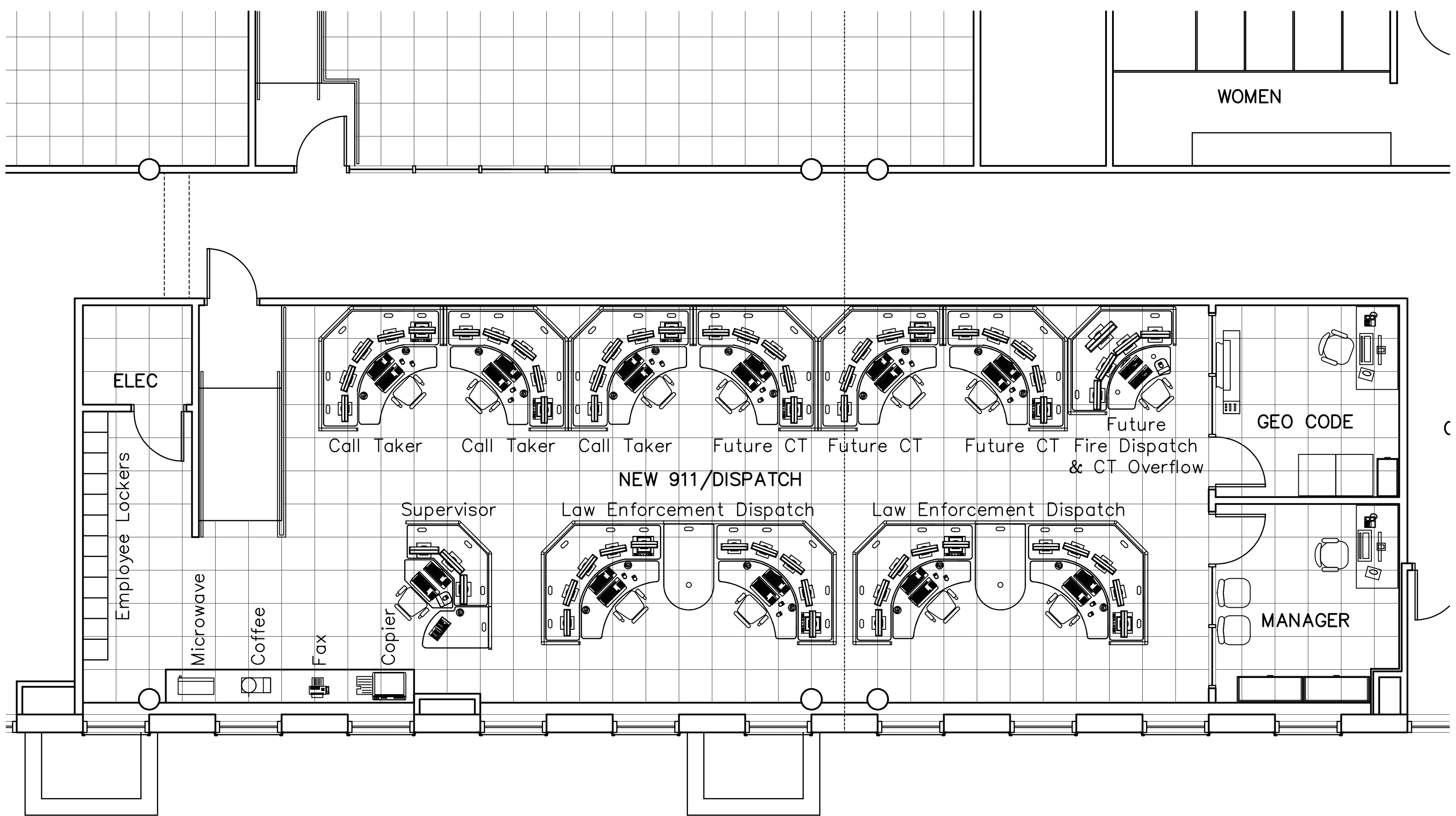
8.9 ALTERNATIVE FURNITURE CONFIGURATIONS

If you offer any other optional furniture equipment or systems which you believe would be of benefit to the County within the new dispatch center, please provide written descriptions and/or color brochures of these options, along with the installed cost.

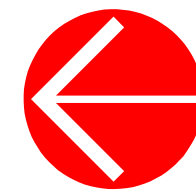
Attachment A

CCSO Dispatch

Furniture Plan



1 **NEW CCSO DISPATCH PLAN**
1/8" = 1'-0"



DISPATCH FURNITURE RFP

ANSWERS TO VENDOR QUESTIONS – ROUND #1

All questions are “paraphrased” based on notes taken in the Pre-Proposers Conference.

1. Please clarify for the work surfaces if they are a single (one solid) design or a dual (split) work surface design.

The RFP requires a split work surface with a lower platform to house keyboards and mice and the upper platform to house display screens. Both must be independently height adjustable.

2. Please clarify the “mount design” for monitors (slot rail, fixed position, motorized array, etc.).

The mounting hardware for all positions shall be a “slot rail” design.

3. Please clarify RFP Section 6.3 Ergonomics, second paragraph.

The following sentences from RFP Section 6.3 shall be deleted:

The keyboard(s) and mouse space will require a minimum of a 36” wide keyboard support platform, preferably with a 9° positive to 15° negative tilt for the platform. It is desired that a single control be used for adjusting both the height and tilt of the keyboard platform.

The outside corners of the keyboard support platform shall be rounded and protected with the same type of molding as utilized on the screen display surface. Each console must offer an optional wrist rest, which will rest on the keyboard platform, and should have an optional adjustable height pad for the keyboard/wrist area.

4. Would Collin County consider increasing the size of the 3 Call Taker positions to match the size of the 4 Radio Dispatch positions?

Please refer to the revised drawing. Collin County is now requiring that the size configuration of the 3 Call Taker positions be increased to match the size configuration of the 4 Radio Dispatch Positions.

5. Would the County like for vendors to include indications for “future growth furniture” on the proposal drawings?

Yes please include in your proposal drawings the locations for “future positions.”

6. Can vendors get an electronic copy of the County's RFP drawing?

Yes the County is including electronic copies of the updated drawing.

7. Does the County prefer paper or electronic proposal copies?

The County prefers all proposal correspondence in electronic format.



PRE-PROPOSAL SIGN-IN SHEET

Project:	RFP 2017-169, Dispatch Console Furniture	Meeting Date:	April 25, 2017 at 2:00 p.m.
Facilitator:	Sara Hoglund - Collin County Purchasing	Place/Room:	Sheriff's Office

Name	Company	Phone	E-Mail
Glenn B. Hanson	XYPX	214 727-1611	Glenn.H@XYPX.com
Bobby Jones	Blake & Veatch	713-882-2400	jonesb3@bv.com
Sam Ramirez	USO	510	
Tony Hayes	Watson	214-763-7557	tony.hayes@cgwise/esi.com
John Reeves	Evans	214-435-7551	JREEVES@EVANSONLINE.com