



COLLIN COUNTY

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

COLLIN COUNTY, TEXAS

ADDENDUM No. Four (4)

RFP No. 2021-042

REQUEST FOR PROPOSAL

FOR

THREAT DETECTION SCANNERS FOR COLLIN COUNTY COURTHOUSE

DATE: MARCH 2, 2021

NOTICE TO ALL PROSPECTIVE PROPOSERS:

PLEASE MAKE THE FOLLOWING CHANGES TO THE REQUEST FOR PROPOSAL:

REVISIONS TO RFP SPECIFICATIONS:

ADD SECTION 6.6 "Requirements & Detailed Response to Requirements"

6.6 REQUIREMENTS & DETAILED RESPONSE TO REQUIREMENTS

6.6.1 Contractor shall respond to all requirements in Attachment B - Requirements.

6.6.1.1 Requirements that require a detailed response shall be submitted as an attachment titled "Detailed Response to Requirements". The responses shall be in order and include the reference numbers within this document. Acknowledgement of response on this sheet is required and reference of location of response shall be referenced in the comment section of this document.

6.6.1.2 Any responses that are answered as a yes mean that the system will fully comply with no setup required, configurable with no changes to source code, or are provided with reporting tool. If the functionality is not available at this time the response shall be answered as no and shall be included in your proposal as "exceptions" with further explanation. Refer to Section 7.0 of the specifications for more details on Exceptions.

REVISION TO SECTION 5.17 PROPOSAL SCHEDULE

FROM:

RFP Released	January 26, 2021
Pre-Proposal Meeting	February 4, 2021
Deadline for submission of questions	February 15, 2021
Proposals Due	February 18, 2021
Demonstrations (Optional)	February 2021 (approximate)
Award of RFP	March 2021 (approximate)

TO:

RFP Released	January 26, 2021
Pre-Proposal Meeting	February 4, 2021

Deadline for submission of questions	March 1, 2021
Proposals Due	March 4, 2021
Demonstrations (Optional)	April 2021 (approximate)
Award of RFP	May 2021 (approximate)

ADD DOCUMENT: Attachment B - Requirements

ADD ATTRIBUTE: Attribute No. 26 ADDENDUM No. 4 ACKNOWLEDGEMENT

ALL OTHER TERMS AND CONDITIONS OF THE PROPOSAL AND SPECIFICATIONS REMAIN THE SAME.

SINCERELY,
MICHELLE CHARNOSKI, CPPB
PURCHASING AGENT

/HD



Collin County Purchasing

2021-042 Addendum 4

Threat Detection Scanners for Collin County Courthouse

Issue Date: 1/26/2021

Questions Deadline: 3/1/2021 05:00 PM (CT)

Response Deadline: 3/4/2021 02:00 PM (CT)

Collin County Purchasing

Contact Information

Contact: Hunter Alley Buyer II

Address: Purchasing
Admin. Building
Ste.3160
2300 Bloomdale Rd.
Ste. 3160
McKinney, TX 75071

Phone: (972) 548-4117

Fax: (972) 548-4694

Email: halley@co.collin.tx.us

Event Information

Number: 2021-042 Addendum 4
Title: Threat Detection Scanners for Collin County Courthouse
Type: Request for Proposal - Other
Issue Date: 1/26/2021
Question Deadline: 3/1/2021 05:00 PM (CT)
Response Deadline: 3/4/2021 02:00 PM (CT)
Notes: Please login to view RFP documents.

Ship To Information

Address: See Purchase Order
McKinney, TX 75071

Billing Information

Address: Auditor
Admin. Building
Ste. 3100
2300 Bloomdale Rd.
Ste. 3100
McKinney, TX 75071

Bid Activities

Mandatory Pre-proposal Meeting

2/4/2021 9:00:00 AM (CT)

Mandatory Pre-proposal Meeting: A pre-proposal meeting will be conducted by Collin County on **Thursday, February 4, 2021 at 9:00 a.m. and 10:00 a.m.** RSVP is required for this pre-proposal meeting. **The cutoff to RSVP is Tuesday February 2, 2021.** Please email Buyer II Hunter Alley at halley@co.collin.tx.us and enter **2021-042 Threat Detection Scanners for Collin County Courthouse** in the subject line to RSVP and include which date and time you will be attending, your company name, email address, and name of individuals who will be participating. A maximum of two (2) individuals per Vendor will be allowed at the pre-proposal meeting. Vendors are welcome to visit public areas on their own, but if you would like to see the site please RSVP to attend. There will be 8 spots available for each time. Meeting location will be given in confirmation email. It is the Vendor's responsibility to review the site and documents to gain a full understanding of the requirements of the solicitation. All Vendors desiring to submit a proposal shall have a representative at the pre-proposal meeting. Anyone who will be present at the pre-proposal meeting will be required to provide a driver's license or valid government ID at the time of the visit in order to obtain a visitors badge. All participants will be required to provide and wear a face mask that covers the mouth and nose, have temperature checked and complete a Covid-19 screening questionnaire upon arrival.

Bid Attachments

Addendum_4_2021-042.doc

Addendum No. 4

[View Online](#)

Addendum_3_2021-042.doc

Addendum No. 3

[View Online](#)

Addendum_2_2021-042.doc

Addendum No. 2

[View Online](#)

Addendum_1_2021-042.doc

Addendum No. 1

[View Online](#)

LEGAL_NOTICE-2021-042.doc

Legal Notice

[Download](#)

General_Instructions_Proposals.docx

General Instructions - Proposals

[View Online](#)

Terms_of_Contract_Proposals_-_5.11.20.docx

Terms of Contract - Proposals

[View Online](#)

2021-042 Insurance_updated_1-26-2015.doc

Minimum Insurance Requirements

[View Online](#)

2021-042 RFP Specifications_addendum 4.docx

Special Conditions & Specifications - Addendum No. 4

[View Online](#)

2021-042 Attachment A Proposed Cost Worksheet - Addendum No. 3.xlsx

Attachment A: Proposed Cost Worksheet - Addendum No. 3

[View Online](#)

Attachment B - Requirements - 2-26.xlsx

Attachment B: Requirements - Addendum No. 4

[View Online](#)

2021-042 Pre-proposal attendance list.pdf

Pre-Proposal Meeting Attendance Record

[View Online](#)

2021-042 QuestionAnswer Record_addendum 1.docx

Pre-Proposal Question & Answer

[View Online](#)

2021-042 Information Regarding Conflict of Interest Questionnaire.docx

Information Regarding Conflict of Interest Questionnaire - Addendum No. 1

[View Online](#)

CIQ_113015.pdf

Conflict of Interest Questionnaire

[View Online](#)

W9_2014.pdf

W-9

[View Online](#)

Requested Attachments

Conflict of Interest Questionnaire (CIQ)

W9

(Attachment required)

Proposal

(Attachment required)

Attachment A: "Proposal Cost Worksheet"

(Attachment required)

Attachment B: Requirements

(Attachment required)

Bid Attributes

1 Solicitation Submittals

In an effort to avoid person-to-person interaction to comply with the latest Order issued to prevent the spread of COVID-19, Collin County Purchasing will temporarily only accept IFB, RFP, RFQ and Quote submittals electronically in Ionwave (eBid) or via parcel carrier until further notice. Please do not deliver your solicitation response in person. All bid openings will be completed on schedule and witnessed by Collin County Purchasing staff to ensure all procurement statutes, policies and state laws are followed. Please initial.

(Required: Maximum 1000 characters allowed)

2 eBid Notice

Collin County exclusively uses IonWave Technologies, Inc. (Collin County eBid) for the notification and dissemination of all solicitations. The receipt of solicitations through any other means may result in your receipt of incomplete specifications and/or addendums which could ultimately render your bid/proposal non-compliant. Collin County accepts no responsibility for the receipt and/or notification of solicitations through any other means. Please initial.

(Required: Maximum 1000 characters allowed)

3 Contact Information

List the contact name, email address and phone number of the main person(s) Collin County should contact in reference to this solicitation. Contact(s) shall be duly authorized by the company, corporation, firm, partnership or individual to respond to any questions, clarification, and or offers in response to this solicitation.

(Required: Maximum 4000 characters allowed)

4 Delivery

Delivery will be F.O.B. inside delivery at Collin County designated locations and all transportation charges are to be paid by the supplier to destination. Please state delivery in calendar days from date of order.

(Required: Maximum 1000 characters allowed)

5 Exceptions

Do you take exception to the specifications? If so, by separate attachment, please state your exceptions.

Yes No

(Required: Check only one)

6 Insurance Acknowledgement

I understand that the insurance requirements of this solicitation are required and are included in the submitted pricing. A certificate of insurance shall be submitted to the Purchasing department if I am awarded all or a portion of the resulting contract. Please initial.

(Required: Maximum 1000 characters allowed)

7 Subcontractors

State the business name of all subcontractors and the type of work they will be performing under this contract. If you are fully qualified to self-perform the entire contract, please respond with "Not Applicable-Self Perform".

(Required: Maximum 4000 characters allowed)

8 Reference No. 1

List a company or governmental agency, other than Collin County, where these same/like products/services, as stated herein, have been provided. Texas references preferred. Include the following: Company/Entity, Contact, Address, City/State/Zip, Phone, and E-Mail.

(Required: Maximum 4000 characters allowed)

9 Reference No. 2

List a company or governmental agency, other than Collin County, where these same/like products/services, as stated herein, have been provided. Texas references preferred. Include the following: Company/Entity, Contact, Address, City/State/Zip, Phone, and E-Mail.

(Required: Maximum 4000 characters allowed)

10 Reference No. 3
List a company or governmental agency, other than Collin County, where these same/like products/services, as stated herein, have been provided. Texas references preferred. Include the following: Company/Entity, Contact, Address, City/State/Zip, Phone, and E-Mail.

(Required: Maximum 4000 characters allowed)

11 Cooperative Contracts
As permitted under Title 8, Chapter 271, Subchapter F, Section 271.101 and 271.102 V.T.C.A. and Title 7, Chapter 791, Subchapter C, Section 791.025, V.T.C.A., other local governmental entities may wish to also participate under the same terms and conditions contained in this contract. Each entity wishing to participate must enter into an inter-local agreement with Collin County and have prior authorization from vendor. If such participation is authorized, all purchase orders will be issued directly from and shipped directly to the local governmental entity requiring supplies/services. Collin County shall not be held responsible for any orders placed, deliveries made or payment for supplies/services ordered by these entities. Each entity reserves the right to determine their participation in this contract. Would bidder be willing to allow other local governmental entities to participate in this contract, if awarded, under the same terms and conditions?

Yes No

(Required: Check only one)

12 Preferential Treatment
The County of Collin, as a governmental agency of the State of Texas, may not award a contract to a nonresident bidder unless the nonresident's bid is lower than the lowest bid submitted by a responsible Texas resident bidder by the same amount that a Texas resident bidder would be required to underbid a nonresident bidder to obtain a comparable contract in the state in which the nonresident's principal place of business is located (Government Code, Title 10, V.T.C.A., Chapter 2252, Subchapter A).

1. Is your principal place of business in the State of Texas?
2. If your principal place of business is not in Texas, in which State is your principal place of business?
3. If your principal place of business is not in Texas, does your state favor resident bidders (bidders in your state) by some dollar increment or percentage?
4. If your state favors resident bidders, state by what dollar amount or percentage.

(Required: Maximum 4000 characters allowed)

13 Debarment Certification
I certify that neither my company nor an owner or principal of my company has been debarred, suspended or otherwise made ineligible for participation in Federal Assistance programs under Executive Order 12549, "Debarment and Suspension," as described in the Federal Register and Rules and Regulations. Please initial.

(Required: Maximum 1000 characters allowed)

1
4 **Immigration and Reform Act**

I declare and affirm that my company is in compliance with the Immigration and Reform Act of 1986 and all employees are legally eligible to work in the United States of America. I further understand and acknowledge that any non-compliance with the Immigration and Reform Act of 1986 at any time during the term of this contract will render the contract voidable by Collin County. Please initial.

(Required: Maximum 1000 characters allowed)

1
5 **Disclosure of Certain Relationships**

Chapter 176 of the Texas Local Government Code requires that any vendor considering doing business with a local government entity disclose the vendor's affiliation or business relationship that might cause a conflict of interest with a local government entity. Subchapter 6 of the code requires a vendor to file a conflict of interest questionnaire (CIQ) if a conflict exists. By law this questionnaire must be filed with the records administrator of Collin County no later than the 7th business day after the date the vendor becomes aware of an event that requires the statement to be filed. A vendor commits an offense if the vendor knowingly violates the code. An offense under this section is a misdemeanor. By submitting a response to this request, the vendor represents that it is in compliance with the requirements of Chapter 176 of the Texas Local Government Code. Please send completed forms to the Collin County County Clerk's Office located at 2300 Bloomdale Rd., Suite 2104, McKinney, TX 75071. Please initial.

(Required: Maximum 1000 characters allowed)

1
6 **Anti-Collusion Statement**

Bidder certifies that its Bid/Proposal is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a Bid/Proposal for the same materials, services, supplies, or equipment and is in all respects fair and without collusion or fraud. No premiums, rebates or gratuities permitted; either with, prior to, or after any delivery of material or provision of services. Any such violation may result in Agreement cancellation, return of materials or discontinuation of services and the possible removal from bidders list. Please initial.

(Required: Maximum 1000 characters allowed)

1
7 **Disclosure of Interested Parties**

Section 2252.908 of the Texas Government Code requires a business entity entering into certain contracts with a governmental entity to file with the governmental entity a disclosure of interested parties at the time the business entity submits the signed contract to the governmental entity. Section 2252.908 requires the disclosure form (Form 1295) to be signed by the authorized agent of the contracting business entity, acknowledging that the disclosure is made under oath and under penalty of perjury. Section 2252.908 applies only to a contract that requires an action or vote by the governing body of the governmental entity before the contract may be signed or has a value of at least \$1 million. Section 2252.908 provides definitions of certain terms occurring in the section. Section 2252.908 applies only to a contract entered into on or after January 1, 2016. Please initial.

(Required: Maximum 1000 characters allowed)

18	Notification Survey In order to better serve our offerors, the Collin County Purchasing Department is conducting the following survey. We appreciate your time and effort expended to submit your bid. Should you have any questions or require more information please call (972) 548-4165. How did you receive notice of this request? <input type="checkbox"/> Plano Star Courier <input type="checkbox"/> Plan Room <input type="checkbox"/> Collin County eBid Notification <input type="checkbox"/> Collin County Website <input type="checkbox"/> Other <i>(Required: Check only one)</i>
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19	Proposer Acknowledgement Proposer acknowledges, understands the specifications, any and all addenda, and agrees to the proposal terms and conditions and can provide the minimum requirements stated herein. Offeror acknowledges they have read the document in its entirety, visited the site, performed investigations and verifications as deemed necessary, is familiar with local conditions under which work is to be performed and will be responsible for any and all errors in Proposal submittal resulting from Proposer's failure to do so. Proposer acknowledges the prices submitted in this Proposal have been carefully reviewed and are submitted as correct and final. If Proposal is accepted, vendor further certifies and agrees to furnish any and all products/services upon which prices are extended at the price submitted, and upon conditions in the specifications of the Request for Proposal. Please initial. _____ _____ _____ <i>(Required: Maximum 1000 characters allowed)</i>
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20	Attribute deleted as part of an Addendum
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21	Attribute deleted as part of an Addendum
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22	Attribute deleted as part of an Addendum
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23	Addendum No. 1 Please initial to verify your receipt of the addendum. _____ _____ <i>(Required: Maximum 1000 characters allowed)</i>
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24	Addendum No. 2 Please initial to verify your receipt of the addendum. _____ _____ <i>(Required: Maximum 1000 characters allowed)</i>
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25	Addendum No. 3 Please initial to verify your receipt of the addendum. _____ _____ <i>(Required: Maximum 1000 characters allowed)</i>
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2 **Addendum No. 4**

6 Please initial to verify your receipt of the addendum.

(Required: Maximum 1000 characters allowed)

Bid Lines

1 Submit your pricing on Attachment A: "Proposed Pricing Worksheet".

(Line excluded from response total)

Supplier Notes: _____

Additional notes
(Attach separate sheet)

Supplier Information

Company Name: _____

Contact Name: _____

Address: _____

Phone: _____

Fax: _____

Email: _____

Supplier Notes

The undersigned hereby certifies the foregoing proposal submitted by the company listed below hereinafter called "offeror" is the duly authorized agent of said company and the person signing said proposal has been duly authorized to execute same. Offeror affirms that they are duly authorized to execute this contract; this company; corporation, firm, partnership or individual has not prepared this proposal in collusion with any other offeror or other person or persons engaged in the same line of business; and that the contents of this proposal as to prices, terms and conditions of said proposal have not been communicated by the undersigned nor by any employee or agent to any other person engaged in this type of business prior to the official opening of this proposal.

Print Name

Signature

4.0 EVALUATION CRITERIA AND FACTORS

- 4.1 The award of the contract shall be made to the responsible contractor, whose proposal is determined to be the best evaluated offer resulting from negotiation, taking into consideration the relative importance of price and other factors set forth in the Request for Proposals in accordance with Vernon's Texas Code Annotated, Local Government 262.030.

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 following criteria.

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.

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. Contractors may, at the discretion of the County, be contacted to submit clarifications or provide additional information. Once request has been made, contractors will have two (2) business days to respond. Incomplete or noncompliant RFPs may be disqualified.

LEVEL 1 - CONFORMANCE WITH MANDATORY REQUIREMENTS

Criteria assessed in Level 1:

- Conformance with RFP guidelines and submittal requirements outlined in Section 6.0 including response to each item in Section 6.0.
- Contractors elevated to Level 2 may be asked to respond in writing to issues and questions raised by the county, as well as any other cost and implementation planning considerations in the proposal.
- Submit completed Attachment A: "Cost Proposal Worksheet".

LEVEL 2 – DETAILED PROPOSAL ASSESSMENT (Maximum 100 Points)

The Evaluation Committee will conduct a detailed assessment of all proposals elevated to this Level. Proposals may earn up to 100 Points based on evaluated criteria. Criteria evaluated in Level 2 include:

Points	Evaluation Criteria
30	Firm Overview (Section 6.2)
40	General Requirements (Section 6.4)
30	Pricing / Fees (Section 6.5)
100	Total Points

It is anticipated that Collin County will elevate proposals scoring at least 70 points (70%) to Level 3.

LEVEL 3 – DEMONSTRATION, SITE VISITS & INTERVIEWS (Maximum 50 Points) (OPTIONAL)

Contractors who are elevated to level 3 will have their points combined from level 2 for a maximum of 150 points total.

Contractors may be invited to demonstrate their responses on-site; however, demonstrations are at the sole discretion of the committee and the committee is not obligated to request a demonstration. The demonstration is an opportunity for the evaluation committee to ask questions and seek clarification of the proposal submitted. The demonstration is not meant as an opportunity for the contractor simply to provide generic background information about the corporation or its experience.

Points	Evaluation Criteria
20	Product Demonstration and Interview (OPTIONAL)
30	Experience / Credentials / References (Section 6.3)
50	Total Points

Product Demonstrations & Interviews

During the demonstrations and interviews, the County will assess the “look and feel” of the proposed product using detailed scripts tailored to reflect County business processes. Several of the other evaluation criteria will be clarified and refined, including the implementation strategy and plan, technology compatibility, ability to meet business requirements, and cost. In addition to the scripted demonstrations, the County will request that all Contractors elevated to this level staff a product lab to allow County staff to “touch and feel” the product with Contractor staff available to respond to questions.

A tentative schedule for the demonstrations has been provided in Section 5.17. The demonstrations, if held, will be scheduled accordingly and all presenting contractors will be notified of the time and date two (2) weeks prior to their designated time. Contractors who cannot attend may be eliminated.

Proposals may be re-evaluated based upon Criteria in level 2.

The county reserves the right to bypass Product Demonstration and Interviews in Level 3 in the evaluation process and move directly to Level 4.

References

The County will contact the references. These references will be asked a series of questions regarding their satisfaction with the solution and the performance of the implementation supplier.

LEVEL 4 – BEST AND FINAL OFFER

Contractors who are susceptible of receiving award will be elevated to Level 4 for Best and Final Offer. Contractor may be asked to respond in writing to issues and questions raised by the County as well as any other cost and implementation planning considerations in the proposal, and may be invited to present their responses on-site. Proposals may be re-evaluated based upon Criteria in level 2 through 3.

Based on the result of the Best and Final Offer evaluation, contractor(s) will be identified as finalist(s) for contract negotiations. If a contract cannot be reached after a period of time deemed reasonable by the County, it reserves the right to contact any of the other contractors that have submitted proposals and enter into negotiations with them.

5.0 SPECIAL CONDITIONS AND SCOPE OF SERVICES

5.1 **Authorization:** By order of the Commissioners’ Court of Collin County, Texas sealed proposals will be received for **RFP 2021-042 Threat Detection Scanners for Collin County Courthouse.**

5.2 **Intent of Request for Proposal:** Collin County’s intent of this Request for Proposal (RFP) and resulting contract is to provide contractors with sufficient information to prepare a proposal for four (4) networkable X-Ray/Electromagnetic security scanners, and all necessary peripherals and equipment to cover building entrances at Collin County Courthouse. This RFP will also include professional installation and configuration services and rapid response technical hardware and software support (not to exceed a four (4) hour turnaround).

- 5.3 **Term:** Provide for a term contract commencing on upon award through project completion.
- 5.4 **Mandatory Pre-proposal Meeting:** A pre-proposal meeting will be conducted by Collin County on **Thursday, February 4, 2021 at 9:00 a.m. and 10:00 a.m.**. RSVP is required for this pre-proposal meeting. **The cutoff to RSVP is Tuesday February 2, 2021.** Please email Buyer II Hunter Alley at halley@co.collin.tx.us and enter **2021-042 Threat Detection Scanners for Collin County Courthouse** in the subject line to RSVP and include which date and time you will be attending, your company name, email address, and name of individuals who will be participating. A maximum of two (2) individuals per Vendor will be allowed at the pre-proposal meeting. Vendors are welcome to visit public areas on their own, but if you would like to see the site please RSVP to attend. There will be 8 spots available for each time. Meeting location will be given in confirmation email. It is the Vendor's responsibility to review the site and documents to gain a full understanding of the requirements of the solicitation. All Vendors desiring to submit a proposal shall have a representative at the pre-proposal meeting. Anyone who will be present at the pre-proposal meeting will be required to provide a driver's license or valid government ID at the time of the visit in order to obtain a visitors badge. All participants will be required to provide and wear a face mask that covers the mouth and nose, have temperature checked and complete a Covid-19 screening questionnaire upon arrival.
- 5.5 **Point of Contact:** Information regarding the purchasing process and the contents of this RFP may be obtained from the Collin County Department or email Hunter Alley, Buyer II at halley@co.collin.tx.us .
- 5.6 **Funding:** Funds for payment have been provided through the Collin County budget approved by the Commissioners' Court for this fiscal year only. 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.
- 5.7 **Completion/Response Time:** Contractor shall place product(s) and/or complete services at the County's designated location within the number of calendar days according to the schedule proposed by contractor.
- 5.8 **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.
- 5.9 **Freight/Delivery Charges:** Any freight or delivery charges shall be included in the submitted pricing. No additional fees for delivery/freight/fuel surcharges or other fees shall be invoiced or paid by Collin County.
- 5.10 **Testing:** Testing may be performed at the request of Collin County, by an agent so designated, without expense to Collin County.
- 5.11 **Samples/Demos:** When requested, samples/demos shall be furnished free of expense to Collin County.
- 5.12 **Approximate Value/Usage:** Approximate usage does not constitute an order, but only implies the probable quantity the County will use. Estimated expenditure is \$220,000.00
- 5.13 **Background Check:** All Contractor employees that will be working on site or by Remote Access shall pass a background check performed by Collin County before any work may be performed. The selected contractor shall be provided the required information for background checks.
- 5.14 **Subcontractors:** Contractor shall state names of all subcontractors and the type of work they will be performing. If a contractor fails to specify a subcontractor, then he shall be deemed to have agreed that he is fully qualified to perform the contract himself, and that he will fully perform the contract himself.

No proposer whose proposal is accepted shall (a) substitute any subcontractor, or (b) permit a subcontract to be voluntarily assigned or transferred or allow it to be performed by anyone other than the original subcontractor listed in the original proposal without approval in writing from the Collin County Purchasing Department.

The successful proposer further agrees that Collin County and its agents, servants and employees shall not be liable for any loss or damage resulting from personal injury, physical loss, harassment of or discrimination against employee or other violations of the provisions of this contract occasioned by the acts or omissions of the successful proposer’s sub-contractors, their agents or employees. The indemnification provisions of this contract shall apply to all sub-contractors.

5.15 **Confidential or Proprietary Information:** Collin County is subject to the Texas “Public Information Act”, Texas Government Code Chapter 552. Contractors shall identify those portions of their proposals that they deem to be confidential, proprietary information or trade secrets. Contractors shall clearly indicate each and every section to which this applies. It is not sufficient to preface the entire proposal with a proprietary statement. State of Texas Attorney General retains the final authority as to the extent of material that is considered proprietary or confidential.

5.16 **Payment and Performance Bonds:** In accordance with V.T.C.A. 2253.021, a governmental agency that makes a public work contract with a prime contractor shall require the contractor, before beginning work, to execute to the governmental entity a Payment Bond if the contract is in excess of \$25,000.00 and a Performance Bond if the contract is in excess of \$100,000. Such bond shall be in the amount of the contract payable to the governmental entity and shall be executed by a corporate surety in accordance with Section 1, Chapter 87, Acts of the 56th Legislature, Regular Session, 1959 (Article 7.19-1 Vernon’s Texas Insurance Code).

5.17 **PROPOSAL SCHEDULE**

Collin County reserves the right to change the schedule of events as it deems necessary.

RFP Released	January 26, 2021
Pre-Proposal Meeting	February 4, 2021
Deadline for submission of questions	March 1, 2021
Proposals Due	March 4, 2021
Demonstrations (Optional)	April 2021 (approximate)
Award of RFP	May 2021 (approximate)

5.18 **PURPOSE/SCOPE OF WORK**

5.19 **Goals & Objectives**

Collin County’s goal is to implement an efficient and high-end scanning solution that provides ~~centralized management and~~ effective security to prevent the introduction to the building (or restricted area) of weapons, explosives, and to include identification of the materials and components for the production of either. This solution should be highly functional and easy to manage while providing an extremely business friendly user experience. It should also be customizable, ~~and should allow for delegated administrative control where appropriate.~~ Key objectives are to:

- 5.19.1 Increase security effectiveness
- 5.19.2 Improve operational efficiency

5.20 **Business Drivers**

Key business drivers for this solution:

- 5.20.1 Ability to accurately, quickly and efficiently process visitors thru the scanning experience.
- 5.20.2 Simplify the user experience for the building security (users)
- 5.20.3 Decrease the risk to Collin County personnel and the public.

5.21 **Specifications**

This project consists of, but not limited to, the following preferred general requirements:

- 5.21.1 **Scanning Solution:** The solution shall have the ability to support a large number of visitors quickly and efficiently. It must meet the listed technical requirements and provide a high-level of security. It must be relatively simple to operate and provide extremely accurate and consistent results.
- 5.21.2 **Features:** The desired solution will provide a business friendly user and visitor experience. High quality imaging and threat detection are required.
- 5.21.3 **Technical:**
The product(s) offered should meet or exceed the following approximate dimensions and configuration:

Minimum tunnel opening:	24" (W) x 20" (H) Rough Opening: 27" (W) x 29" (H)
Conveyor extension:	front extension: 22" rear extension: 20"
Conveyor extension table:	38" (L) x 30.5" (W) Purpose: holds baggage while visitors are walking through magnetometers
Total length of conveyor & table:	127" *distance between back of conveyor table and Courthouse doors. This distance shall remain intact.
Power requirements:	standard 110/120VAC ±10 % and 50/60Hz ±3Hz
Operating duty cycle:	100% with no warm-up procedure required
Conveyor speed:	standard 0.2 – 0.25 m/sec @ 50/60Hz
Conveyor load:	minimum 220 lbs. (100 kg.)
X-Ray generators:	minimum one (1) independent multi-energy generator
Beam direction:	horizontal or vertical
Wire resolution:	minimum 38 AWG guaranteed, 40 AWG typical
Penetration:	minimum 32mm of steel guaranteed, 35mm typical
Contrast sensitivity:	4096 grey levels stored
Image presentation:	high resolution color; single view; step-less, electronic image enlargement to 64x; variable edge enhancement/color stripping/gamma/density; multi-energy imaging
Advanced image processing:	Automatic explosives, narcotics, and weapons detection by measuring the effective atomic mass, density, and other physical characteristics of objects; organic/inorganic stripping; automatic multiple threat visible highlighting
Training:	Threat image projection; operator training program installed on each device
Compliance standards:	Must meet all applicable laws and regulations with respect to X-ray emitting devices in compliance with U.S. Code of Federal Regulations: FAA 14 CFR 108.7 Use of X-ray Systems; FAA 14 CFR 108.20 Use of Explosive Detection Systems; FAA 14 CFR 129.26 Use of X-ray System; CDRH 21CFR 1020.40 Cabinet X-ray Systems; UL/CSA NRTL certification to UL 61010-1 and CE compliant; Compliance with CDRH (FDA) requirements, including all labeling requirements; FCC Class A compliant
Network:	Network Ethernet capability / compatibility. The scanners shall not be connected to the County network at the time of installation. However, the network capability and compatibility is desired. The scanners must be compatible with the standard County anti-virus and other security related software in addition to any other standard software required for license compliance.
Annual Maintenance:	The Proposer's annual maintenance program shall include radiation testing as required by the State of Texas.

Remote Connectivity: Indicate if the proposed solution(s) are compatible or has the ability to connect to a remote workstation and / or operator pedestal to accommodate possible future operational changes and / or expansion. Provide details regarding network and system requirements.

All distances can be approximate with the exception of the rough-opening in the built in screen wall. Distances that are proposed to be greater by feet shall not be accepted.

5.21.4 Additional features/accessories to be included (priced separately):

Conveyor accessories; ~~Remote workstation; Operator pedestal~~; UPS/Power conditioner; Computer-based operator training.

5.21.5 Existing X-Ray Scanner Specifications:

5.21.5.1 Contractor shall remove four (4) existing X-Ray Scanners and provide trade-in value (see section 6.5.1.1).

Make:	L3 Technologies Security & Detection Systems
Model:	PX-M Series II
Serial Numbers:	PX3070, PX3354, PX4026, PX4054
Year Purchased:	2005

5.21.5.2 The proposer shall examine the existing x-ray scanners and site-conditions. The scanners are located at:
Collin County Courthouse
2100 Bloomdale Road
McKinney, TX 75071

5.21.5.3 The County reserves the option to decline any and/or all trade-in values. In the event the County declines the Trade-In value, the contractor shall move the four (4) scanners and associated equipment to the Computer Parts Warehouse, located at the Collin County Courthouse.

5.21.6 During the course of scanner removal and replacement, all building finishes shall be protected. The contractor shall repair any and all damaged building finishes resulting from moving the existing equipment and / or installing the replacement equipment, at no additional cost to the County.

6.0 PROPOSAL FORMAT

In accordance with the directions below, contractor shall provide a response for each item in Section 6.2 – 6.5 in order and include item numbers in response. Answer all questions fully, clearly, and concisely, giving complete information. Do not skip items. Do not refer to other parts of your proposal for the answers. You may not modify either the order or language of the question. **Responses shall include a statement of “agree”, “confirmed”, “will provide”, “not applicable”, or “exception taken” along with any additional information.** If an item is “not applicable” or “exception taken”, contractor shall state that and refer to Section 7.0 Exceptions, with explanation.

Contractor shall adhere to the instructions in this request for proposals on preparing and submitting the proposal. If contractor does not follow instructions regarding proposal format, points will be deducted during the evaluation process.

6.1 **PROPOSAL DOCUMENTS:** To achieve a uniform review process and to obtain a maximum degree of comparability, the proposal shall, at a minimum include a Table of Contents detailing sections and corresponding page numbers.

6.1.1 Proposals may be submitted online via <http://collincountytx.ionwave.net> or submitted via CD-ROM or Flash Drive. Electronic submissions are preferred.

- 6.1.2 If submitting manually, proposal shall be submitted in a sealed envelope or box with RFP name, number, and name of firm printed on the outside of the envelope or box. Manual submittals shall be sent/delivered to the following address and shall be received prior to the date/time for opening:

Collin County Purchasing
2300 Bloomdale, Suite 3160
McKinney, TX 75071

Paper copies shall be printed on letter size (8 ½ x 11) paper and assembled using spiral type bindings, staples, or binder clips. Do not use metal-ring hard cover binders. Manual submittals shall include an electronic copy in a searchable format.

It shall be the responsibility of the contractor to insure that their proposal reaches Collin County Purchasing prior to the date/time for the opening no matter which submission method is used.

Proposal shall include but not be limited to information on each of the following:

6.2 FIRM OVERVIEW

Contractor shall define the overall structure of the Firm to include the following:

- 6.2.1 A descriptive background of your company's history.
- 6.2.2 State your principal business location and any other service locations.
- 6.2.3 State the address and normal business hours of your local service location and list the number of technical support personnel assigned to this work location. Should a service location not exist in the Collin County region please list your nearest service location to the county.
- 6.2.4 What is your primary line of business?
- 6.2.5 How long have you been selling product(s) and/or providing service(s)?
- 6.2.6 State the number and location of installations where your services are in use.
- 6.2.7 Does your solution require third party software? If yes, explain.
- 6.2.8 Identify any terminated public sector projects. Disclose the jurisdiction and explain the termination.
- 6.2.9 Is your company currently for sale or involved in any transaction to expand or to become acquired by another business entity? If yes, please explain the impact both in organizational and directional terms.
- 6.2.10 List of all lawsuits resulting in award (in or outside of court) to a client and provide basis and finding of any settlement.

6.3 EXPERIENCE, CREDENTIALS & REFERENCES

- 6.3.1 Provide credentials, qualifications as well as experience for each team member or key personnel on the project.
- 6.3.2 Provide name, job title, responsibilities, project management practices, role on the project, and number of years they have been in the role.
- 6.3.3 Provide a minimum of three (3) references. Include the following information for each reference; the name and address of the organization, as well as the name, position, email and telephone number of the contact in the referred organization. References with similar projects and users are preferred.
 - 6.3.3.1 Describe the services provided, the start date, months to complete and the total cost of project. Include organizations that have completed similar in scope projects in the last two (2) years.

6.4 GENERAL REQUIREMENTS

- 6.4.1 Provide an implementation plan for the proposed product(s)/service(s) to include but not limited to the following areas:
 - 6.4.1.1 Project Plan to include all necessary components to render it a complete and operational system

- 6.4.1.2 Proposed Project Plan showing, at a minimum, the following key areas:
 - 6.4.1.2.1 Product availability and delivery / installation time
 - 6.4.1.2.2 Education, Training and support
 - 6.4.1.2.3 On-site maintenance service response time guarantee, including spare parts availability
 - 6.4.1.2.4 Equipment life-cycle expectation / ability to upgrade systems. Provide the estimated End of Life and the possible product upgrades for the proposed product.
 - 6.4.1.2.5 Equipment reliability / Failure rate. Specify the average number of service calls performed in one (1), twelve (12) month period for the proposed product.

- 6.4.1.3 Documentation samples showing the work product the county may expect to receive covering:
 - 6.4.1.3.1 Warranty/Maintenance policy (terms & conditions) and duration
 - 6.4.1.3.2 Configuration and programing details

6.5 PRICING/FEES

Contractor shall submit pricing requested in Attachment A: Proposed Cost Worksheet. Provide the total cost for each category showing a breakdown by item. Include all items necessary to render project complete and operational (line 3).

In addition, provide pricing for any proposed optional or value-added products and services that would support the Collin County threat detection scanners solution. Also, provide the costs associated with the annual renewal, maintenance or license fees for subsequent and continued use of the scanners. Use additional pages if needed.

6.6 REQUIREMENTS & DETAILED RESPONSE TO REQUIREMENTS

- 6.6.1 Contractor shall respond to all requirements in Attachment B - Requirements.
 - 6.6.1.1 Requirements that require a detailed response shall be submitted as an attachment titled "Detailed Response to Requirements". The responses shall be in order and include the reference numbers within this document. Acknowledgement of response on this sheet is required and reference of location of response shall be referenced in the comment section of this document.
 - 6.6.1.2 Any responses that are answered as a yes mean that the system will fully comply with no setup required, configurable with no changes to source code, or are provided with reporting tool. If the functionality is not available at this time the response shall be answered as no and shall be included in your proposal as "exceptions" with further explanation. Refer to Section 7.0 of the specifications for more details on Exceptions.

7.0 EXCEPTIONS

Instructions for completing section:

The exception table shall be completed for any exception from requirements identified in this RFP. Please complete the following worksheet listing any and all exceptions from the information requested in the Request for Proposal. Attach additional pages as needed. If no exceptions are listed it is understood that the contractor has agreed to all RFP requirements, even if a notation is referenced in an individual section.

Section Number/ Question Number	Required Service You are Unable to Perform	Steps Taken to Meet Requirement

RFP NO. 2021-042 Threat Detection Scanners for Collin County Courthouse

RFP NO. 2021-042 THREAT DETECTION SCANNERS FOR COLLIN COUNTY COURTHOUSE - ATTACHMENT B - REQUIREMENTS

Reference Number	<p>IMPORTANT INFORMATION:</p> <p>Requirements that require a detailed response shall be submitted as an attachment titled "Detailed Response to Requirements". The responses shall be in order and include the reference numbers within this document. Acknowledgement of response on this sheet is required and reference of location of response shall be referenced in the comment section of this document.</p> <p>Any responses that are answered as a yes mean that the system will fully comply with no setup required, configurable with no changes to source code, or are provided with reporting tool. If the functionality is not available at this time the response shall be answered as no and shall be included in your proposal as "exceptions" with further explanation. Refer to Section 7.0 of the specifications for more details on Exceptions.</p>	Yes System currently performs these functions and/or agree to requirement	No System does not perform this function and/or cannot agree to requirement	Written Response: Include additional comments below. If you need additional space please include with your submittal an attachment titled "Detailed Response to Requirements" and note accordingly below.
5.21	SPECIFICATIONS			
5.21.1	Scanning Solution: The solution shall have the ability to support a large number of visitors quickly and efficiently. It must meet the listed technical requirements and provide a high-level of security. It must be relatively simple to operate and provide extremely accurate and consistent results.			
5.21.2	Features: The desired solution will provide a business friendly user and visitor experience. High quality imaging and threat detection are required.			
5.21.3	Minimum tunnel opening: 24" (W) x 20" (H) Rough Opening: 27" (W) x 29" (H)			
5.21.3	Conveyor extension: front extension: 22" rear extension: 20"			
5.21.3	Conveyor extension table: 38" (L) x 30.5" (W) Purpose: holds baggage while visitors are walking through magnetometers			
5.21.3	Total length of conveyor & table: 127" *distance between back of conveyor table and Courthouse doors. This distance shall remain intact.			
5.21.3	Power requirements: standard 110/120VAC ±10 % and 50/60Hz ±3Hz			
5.21.3	Operating duty cycle: 100% with no warm-up procedure required			
5.21.3	Conveyor speed: standard 0.2 – 0.25 m/sec @ 50/60Hz			
5.21.3	Conveyor load: minimum 220 lbs. (100 kg.)			
5.21.3	X-Ray generators: minimum one (1) independent multi-energy generator			
5.21.3	Beam direction: horizontal or vertical			
5.21.3	Wire resolution: minimum 38 AWG guaranteed, 40 AWG typical			
5.21.3	Penetration: minimum 32mm of steel guaranteed, 35mm typical			
5.21.3	Contrast sensitivity: 4096 grey levels stored			
5.21.3	Image presentation: high resolution color; single view; step-less, electronic image enlargement to 64x; variable edge enhancement/color stripping/gamma/density; multi-energy imaging			
5.21.3	Advanced image processing: Automatic explosives, narcotics, and weapons detection by measuring the effective atomic mass, density, and other physical characteristics of objects; organic/inorganic stripping; automatic multiple threat visible highlighting			
5.21.3	Training: Threat image projection; operator training program installed on each device			
5.21.3	Compliance standards: Must meet all applicable laws and regulations with respect to X-ray emitting devices in compliance with U.S. Code of Federal Regulations: FAA 14 CFR 108.7 Use of X-ray Systems; FAA 14 CFR 108.20 Use of Explosive Detection Systems; FAA 14 CFR 129.26 Use of X-ray System; CDRH 21CFR 1020.40 Cabinet X-ray Systems; UL/CSA NRTL certification to UL 61010-1 and CE compliant; Compliance with CDRH (FDA) requirements, including all labeling requirements; FCC Class A compliant			
5.21.3	Network: Network Ethernet capability / compatibility. The scanners shall not be connected to the County network at the time of installation. However, the network capability and compatibility is desired. The scanners must be compatible with the standard County anti-virus and other security related software in addition to any other standard software required for license compliance.			
5.21.3	Annual Maintenance: The Proposer's annual maintenance program shall include radiation testing as required by the State of Texas.			
5.21.3	Remote Connectivity: Indicate if the proposed solution(s) are compatible or has the ability to connect to a remote workstation and / or operator pedestal to accommodate possible future operational changes and / or expansion. Provide details regarding network and system requirements.			
5.21.4	Additional features/accessories to be included (priced separately): Conveyor accessories; Remote workstation; Operator pedestal; UPS/Power conditioner; Computer-based operator training.			
5.21.5.1	Contractor shall remove four (4) existing X-Ray Scanners and provide trade-in value (see section 6.5.1.1).			
5.21.5.2	The proposer shall examine the existing x-ray scanners and site-conditions. The scanners are located at: Collin County Courthouse 2100 Bloomdale Road McKinney, TX 75071			
5.21.5.3	The County reserves the option to decline any and/or all trade-in values. In the event the County declines the Trade-In value, the contractor shall move the four (4) scanners and associated equipment to the Computer Parts Warehouse, located at the Collin County Courthouse.			
5.21.6	During the course of scanner removal and replacement, all building finishes shall be protected. The contractor shall repair any and all damaged building finishes resulting from moving the existing equipment and / or installing the replacement equipment, at no additional cost to the County.			