ITB 19-5120-02
JAIL SECURITY SYSTEMS UPGRADE
DECEMBER 12, 2018

#		SSS	PRODAR	MTS	CML	SYDAPTIC	DISCORP
1		73	61.5	80	59.5	90	71.5
2		76	60.5	80	67	90	72.5
3		74	61.5	82	59.5	90	71.5
4		77	76	88	67	76	67.5
5		75.5	79	94	64	87	70.5
6		73.5	77	82	66	82	66
7		83	67.5	91	63.5	89	71
	Total	**76.00**	**69.00**	**85.29**	**63.79**	**86.29**	**70.07**

BID PRICE	$ 471,917	$ 614,423	$ 548,700	$ 875,775	$ 695,137	$ 394,975
P & P Bond	$ 7,079	$ -	$ 5,500	$ -	$ -	$ -
SPARES	$ -	$ 15,000	$ -	$ -	$ -	$ -
MAINT Y1	$ -		$ -	$ 7,750	$ -	$ 20,775
MAINT Y2	$ 27,143	$ 68,830	$ 21,950	$ 14,750	$ -	$ 25,850
MAINT Y3	$ 33,905	$ 68,830	$ 21,950	$ 14,750	$ -	$ 31,250
MAINT Y4	$ 40,667	$ 68,830	$ 21,950	$ 15,750	unk	$ 36,495
MAINT Y5	$ 47,429	$ 68,830	$ 21,950	$ 15,750	unk	$ 41,975
TTL COST OVER 5 YEARS	$ 628,140	$ 904,743	$ 642,000	$ 944,525	$ 695,137	$ 551,320

INVITATION TO BID
19-5120-02
JAIL SECURITY SYSTEMS UPGRADE

INTENT: It is the intent of this Invitation to Bid (ITB) to establishing pricing for the installation of a jail security system upgrade for the Burnet County Jail located at 900 County Lane, Burnet, Texas 78611. This facility is a five hundred and eighty- seven bed (587) bed facility.

DUE DATE: **WEDNESDAY, DECEMBER 12, 2018 AT 3:00 P.M.,** at which time the bids will be publicly opened and read aloud in the Burnet County Auditor's Conference Room located at 133 East Jackson Street. Burnet, Texas 78611.

MANDATORY PRE-BID MEETING (ONLY FOR THOSE WHO DID NOT ATTEND THE OCTOBER 23, 2018 PRE-BID MEETING): WEDNEDSAY, NOVEMBER 28, 2018 AT 10:00AM. THIS MEETING WILL BE HELD AT THE BURNET COUNTY JAIL LOCATED AT 900 COUNTY LANE, BURNET, TEXAS. FIRST PART OF PRE-BID MEETING WILL BE A QUESTION AND ANSWER PORTION WITH A COURTESY WALK THROUGH THE FACILITY AFTERWARDS.

ALL CLARIFICATIONS AND/OR QUESTIONS MUST BE SUBMITTED IN WRITING BY DECEMBER 6, 2018, AT 2:00PM TO THE COUNTY'S AUTHORIZED REPRESENTATIVE AT THE JAIL. A RESPONSE WILL BE MADE AVAILABLE TO ALL NO LATER THAN, DECEMBER 7TH AT 4:00PM.

The County has the option to short list proposers by December 14, 2018 for an onsite interview tentatively on December 18, 2018.

INSTRUCTIONS TO BIDDERS: Sealed bids must be received in the Office of the Purchasing Agent on or before the time and date specified, whether by hand delivery or mailed. Bids received after the time and date specified will not be considered and returned unopened to sender. (**FAXED BIDS WILL NOT BE ALLOWED).**

In order to assure your bid is fairly considered, it must be submitted in a properly sealed envelope, clearly marked on the lower left-hand corner with **JAIL SECURITY SYSTEM UPGRADE "19-5120-02."** Bids that are marked otherwise may be opened prematurely.

GUIDELINES:

By virtue of submitting a bid, interested parties are acknowledging:

1. The County reserves the right to reject any and all bids if it determines that select bids are not responsive to the Invitation to Bid. The County reserves the right to reconsider any bid submitted at any phase of the procurement. It also reserves the right to meet with select respondents at any time to gather additional information.

2. All respondents submitting bids agree that their pricing is valid for a minimum of ninety (90) days after the proposal submission to the County. Furthermore, the County is by statute exempt from the State Sales Tax and Federal Excise Tax.
3. This bid does not commit the County to award nor does it constitute an offer of employment or a contract for services. Costs incurred in the submission of this bid, or in making studies or designs for the preparation there of, are the sole responsibility of the Respondents.
4. There is no expressed or implied obligation by the County to reimburse any individual or firm for any costs incurred in preparing or submitting bids.
5. When responding to this bid, follow all instructions carefully. Submit bid contents according to the outline specified and submit all copies according to directions.
6. Respondent may not sell, assign, transfer or convey the contract resulting from this bid, in whole or part, without the prior written approval from Burnet County Commissioners' Court and the Burnet County's Sheriff Office.

INTRODUCTION:

The Burnet County Sheriff's Office Jail Division is seeking to upgrade, and replace existing security controls and equipment. The chosen vendor should be committed to work with Burnet County Jail Staff during the installation and implementation to aid staff with a general understanding of the system. Users should be trained on the proper use and basic troubleshooting of the equipment. Upon the completion of the installation, the vendor should be prepared to fully test the system to assure optimum functionality and performance is achieved. The project must be completed while the Burnet County Jail remains operational.

SCOPE OF WORK:

The awarded firm shall be responsible to provide all labor, materials, equipment, supplies, and tools required to complete the work as specified, and in compliance with all applicable federal, state and local code and standards. The awarded firm must oversee and coordinate the entire project. Any subcontractors shall be approved by the Sheriff's Office in writing prior to use. The awarded bidder shall also be responsible, at no additional cost to the County, for cleanup and disposal of all trash and construction debris generated by the project, and repair of any damage caused by the Contractor or subcontractors. Disposal of any existing items must not be used in the new installation. Final acceptance of the work will be provided by the Sheriff's Office in writing.

EXAMINATION OF SITE AND DOCUMENTS:

Bidders shall examine all documents, shall visit the site during the mandatory pre-bid meeting and record their own investigations, and shall inform themselves of all conditions under which the work is to be performed at the site of the work, the structure of the ground, the obstacles that may be

encountered. Proposers shall base their proposals on materials complying with the specifications, and shall list all materials.

EVUALATION CRITERIA –INVITATION FOR BIDS:

This package is not meant to favor any bidder. It is designed to meet the needs of the Owner. The Owner will weigh the proposals based on the bidder's references, qualifications, support as well as technical merit, cost and the proposed system plan.

In awarding the Contract, the review team may take into consideration the bidder's skills, facilities, capacity, experience, support capabilities, previous work record, costs, the necessity of prompt and efficient completion of work described in the proposal documents, or other factors we consider relevant. Inability of Contractor to meet these conditions may be cause for rejection of the Invitation to Bid. Contractor is required to disclose whether any of its owners, directors, officers or principals is closely related to any County employee who has or may appear to have any control over the award, management or evaluation of the contract.

Each bid response will be evaluated utilizing these criteria based on a 100-point scale.

ITEMS EVALUATED	POSSIBLE POINTS
1. System(s) proposed	20
2. Bidder	
-References	5
-Years in Business	5
3. Installation Capability	5
4. Ongoing Support Capabilities	15
5. Quality of ITB Response Documents	5
6. Plan/Schedule	
-Proposed Installation Schedule	5
-Proposed Project Cutover Plan	20
7. Cost	20
TOTAL	100

1. **System Proposed: 20 points**: System evaluation criteria points are based on ability of system and sub-systems **to meet the project needs.**
2. **Bidder: 10 Points:** Bidder evaluation criteria points are based on similar project references and years in business performing work similar in nature to the scope of this project. Provide five (5) references. Years in Business: The bidder has been performing work similar to the scope for this

project for at least five (5) years. Bidders with less than 5 years of experience will receive a percentage of the total points. One point per year of experience up to 5 points.

3. **Installation Capability: 5 Points:** Installation Capability is based on number and qualifications of certified technicians, and the bidder's proven capability to meet project deadlines (from information gathered from references).

   5 POINTS: The bidder employs five (5) or more technicians who have manufacturer certification and project experience.

   0-4 POINTS: The bidder employs between one (1) and four (4) technicians who have manufacturer certification and project experience.

4. **Ongoing Support Capability: 15 Points:** Installation capability is based on number and qualifications of local certified and trained technicians, and the Bidder's proven capability to meet project deadlines.
   7.5 Points: Bidder employs two or less local technicians (within 200 miles) who have manufacturer certification and project experience for the system to be installed.
   15 Points: Bidder employs three (3) or more local technicians (within 200 miles) who have manufacturer certification and project experience for the system to be installed.

5. **Quality of Invitation to Bid (ITB) Response: 5 Points:** Quality of ITB response is based on the overall quality and presentation of the bidder's response documents. This criterion gives more points to responses that are complete, organized and provide all relevant materials to properly evaluate the response and company.

6. **Bidder's Project Plan/Schedule: 25 Points**: Up to 5 points will be given to bidders with detailed and acceptable to excellent installation schedule timeframes. Up to 20 points will be given to bidders with acceptable to excellent proposed project cutover plans.

7. **Cost: 20 Points:** Up to 20 points will be given to bidders based on cost of the project.

SUBMITTAL REQUIREMENTS:

A. Proposal Bond
B. Performance and Payment Bond
C. Proof of Required Insurance
D. Provide letters from the Bidder and Sub-Contractors guaranteeing maintenance support of the proposed system(s) for a period of five years from final completion/acceptance.
E. Written summary of the understanding of the scope of work to be performed.
F. Technical summary of the system proposed, including details about any alternate proposals over and above the base requirements listed herein.
G. Detailed proposed project schedule.
H. Detailed cut-over or upgrade plan that details expected system downtime, proposed methods, previous cut-over/upgrade experience and proposed installation methodology.

EXCEPTIONS TO THE INVITATION TO BID (ITB): Respondents may find instances where they must take exception with certain requirements or specifications of the ITB. All exceptions shall be clearly identified in the Exceptions section, and written explanations shall include the scope of the exceptions, the ramifications of the exceptions for the County, and a description of the advantage to be gained or disadvantages to be incurred by the County as a result of these exceptions.

ALTERNATE BIDS: Respondents who wish to submit proposals for more than one solution may do so. However, all solution proposals must be completed and comply with the instructions set forth in this ITB.

PRODUCT EXPERIENCE: The Respondent has a minimum of five years working knowledge and has with their staff employees previously installed, configured and serviced all products and components quoted.

SUBCONTRACTORS: If bidder plans to use subcontractors, they must be identified under the Reference Tab of your response.

PROJECT AND MAINTENANCE TEAM:

A. Provide names, titles, resumes, and training certificates of installation team members.
B. Provide names, job titles, and training certificates of service personnel who shall be assigned to the County after installation.
C. For new hires, provide names, job titles, resumes, and training certificates of installation and service personnel who shall be assigned to the County.

EXPERIENCE AND EXISTING CUSTOMERS:

A. How many similar systems the Respondent has sold/installed. Provide list.
B. All prospective Respondents must provide a minimum of five installation and five maintenance references. The references must be similar in scope and size, or larger, than the County's project.
C. References will be contacted; please verify information before submitting.

PLEASE MAIL YOUR BIDS TO:
BURNET COUNTY AUDITOR/PURCHASING AGENT
220 S. PIERCE STREET
BURNET, TEXAS 78611

OR

FEDEX/UPS/HAND DELIVERED BIDS SHOULD BE DELIVERED TO:
BURNET COUNTY AUDITOR/PURCHASING AGENT
133 EAST JACKSON STREET
BURNET, TEXAS 78611

A bid that is in the possession of the Purchasing Agent may be withdrawn by the bidder in person (with proper identification) or by written request up the time of the bid opening. Bids may not be withdrawn

after the bid opening. Bids may be altered by letter or fax transmission bearing the signature or name of the person authorized for bidding, provided it is received prior to the time and date of the opening. Any alteration should not reveal the bid price but should indicate the addition, subtraction, or other change in bid.

The failure of any contractor or supplier to Burnet County to comply with the terms of this bid will subject any contractor or purchase order to revocation.

Questions concerning the specifications for this bid contract must be made, in writing, to:

Jail Captain Matt Kimbler
(512) 715-8600
mkimbler@burnetsheriff.com
or
Joe E. Canady
(512) 715-8600
jcanady@burnetsheriff.com

Questions concerning the bid process, acceptance and approval of bids should be directed, in writing, to:

Karen Hardin
Burnet County Administration
512-715-5280
khardin@burnetcountytexas.org

INSURANCE:

1. Workers' Compensation in accordance with the laws of the State of Texas.
2. Employers' Liability Insurance with a limit of not less than $1,000,00 per injury by accident, $1,000,00 per bodily injury.
3. Commercial general liability insurance with a limit of not less than $1,000,000 each occurrence and $2,000,000 in the annual aggregate. Policy shall cover liability for bodily injury, personal injury, and property damage and products/completed arising out of the business operations of the policyholder.
4. County and the members of the Commissioners' Court shall be named as additional insured to all required coverage except for Workers' Compensation and Professional Liability (if required). All Liability policies written on behalf of Contractor shall contain a waiver of subrogation in favor of County and members of Commissioners' Court.
5. Contractor shall not commence any portion of the work under this proposal until it has obtained the insurance required herein and certificates of such insurance has been filed with and approved by Burnet County.
6. No cancellation of or changes to the certifications or policies may be made without written notification to Burnet County.
7. Approval of the insurance by Burnet County shall not relieve or decrease the liability of the Contractor.
8. Provide a Performance Bond in the amount of the bid.

9. INDEMNIFICATION: Respondents shall save harmless County from and against all claims, liability, and expenses, including reasonable attorney's fees, arising from activities of respondent, its agents, servants or employees, performed under this agreement that result for the negligent act, error or omission of respondent or any respondent's agents, servants or employees.
10. Burnet County shall be exempt from, and in no way liable for, any sums of money which may represent a deductible in any insurance policy. The payment of deductibles shall be the sole responsibility of Respondent and/or trade contractor providing the insurance.

SPECIFICATIONS: The following items are minimum requirements and shall be provided whether shown as optional or standard equipment by the manufacturer.

REQUIREMENTS:

Control of entire unit movement to include:

1. **270 Doors**
2. **4 Sally port/garage doors**
3. **344 Intercoms**
4. **109 Cameras plus add 58 new camera locations and replace ptz with 3 stationary cameras**
5. **109 Lights**
6. **59 Electrical outlets**
7. **52 Televisions**
8. **6-10 Panic Duress buttons (estimate of needed amount)**
9. **16 Control Stations**
10. **16 LCD SCREENS**
11. **15 AMPLIFIERS**
12. **1 Paging Amp**
13. **15 Master Control Speakers**
14. **7 DVRS with minimum of 12TRB Per DEVR**
15. **24 UPS or Battery Backup**

ADDITIONAL REQUIREMENTS:

1. **1 Camera access monitor for viewing /maintenance**
2. **24 UPS or Battery backup**
3. **Install 58 new IP cameras**
4. **Replace 6PTZ cameras with 12 fixed cameras in weatherproof cases for external use**
5. **Central Control able to view all cameras on multiple displays at once.**
6. **Live feed available for monitoring review and recordings**

CONDUIT AND CABLE: The successful bidder shall utilize all existing conduit and wire. However, if existing cable or wire is deemed non-useable, new conduit or wire shall be installed.

Total System Cost to Include: (If exceptions to pricing of total cost list that item # separately)

1. **Material**
2. **Design**
3. **Programming**
4. **Fabrication**
5. **Installation (start date and length of time to completion)**
6. **Testing and Training**
7. **Travel and Labor**

MAINTENANCE AGREEMENTS:

1. **Provide pricing for 1- 5 years maintenance agreements. Price years separately.**

BID SUBMISSION:

Bidder shall submit five (5) copies of the bid on company letterhead and shall include the make and model of equipment that is being bid.