



**Kennebec Valley Community College
92 Western Avenue
Fairfield, ME 04937**

**Competitive Bid
Request for Proposal
This is Not an Order**

Alfond Radio system

| | |
|--------------------------|---|
| Date: | 9 February, 2016 |
| Pre-Bid Meeting | Not Applicable |
| Proposals Due On: | 2 March, 2016 by 2:00 p.m. |
| Project Manager: | Phil Newcombe Alfond Facilities Kennebec Valley Community College 92 Western Avenue Fairfield, Maine |
| Telephone: | (207) 557-2574 |
| Email: | pnewcombe@kvcc.me.edu |



**Competitive Bid Request for Proposal:
KVCC Alfond Campus Radio System**

1.0 Overview

Kennebec Valley Community College (KVCC) is requesting proposals for the purchase and installation of a radio system consisting of a repeater and associated equipment at the KVCC Alfond Campus and to provide 10 hand held radios. The radio system shall allow communication between handheld radios over the entire 600 acre Alfond campus and also possess the ability to communicate between the Fairfield and Alfond Campuses, located approximately 6 miles apart. At least 4 of the handheld radios must be Bluetooth compatible and provided with wireless headsets. Specifications for the Radio System are contained in **Enclosure 2: KVCC Radio System Specifications**.

A detailed explanation of the scope and specifications is contained in **Section 3.0, Scope and Specifications**. Preference will be given to the proposals conforming to the specifications provided; however, alternate recommendations may be considered. If a vendor chooses to make inquiries on the specifications provided, the rules set forth in **Section 6.0, Interpretation of Contract Documents**, apply. KVCC reserves the right to accept or reject any or all of the proposals received, in part or in whole.

Please refer to **Enclosure 1: Standard Terms and Conditions Applicable to All MCCS Contracts**.

2.0 Schedule

| | |
|-------------------------|-----------------------------------|
| Proposal Due On: | 2 March, 2016 by 2:00 p.m. |
| Review of Proposals: | 4 March, 2016 |
| Notification of Award: | 7 March, 2016 |
| Scope of work complete: | To be negotiated |

3.0 Scope & Specifications

3.1 Background

KVCC is a commuter college with two (2) campuses: a sixty-acre campus in the town of Fairfield, mid-Maine and over 500 acres of land and more than a dozen structures in Hinckley, Maine. The latter is six (6) miles from the main campus in Fairfield. The College is a public, non-profit, post-secondary institution which has strived to meet the educational needs of mid-Maine residents for over forty-three years.

3.2 Scope

The proposed scope of this project will include the following:

- a. Provide and install VHF repeater and associated equipment
- b. Provide and install base station and associated equipment
- c. Provide 12 high quality Bluetooth compatible handheld digital VHF radios
- d. Provide 4 behind the neck style wireless PTT headsets
- e. Provide antenna and install on roof of the Nutter Building
- f. Ensure all equipment and infrastructure is compliant with all local, state, and federal rules, codes, laws and statutes
- g. Provide all licensing
- h. Program equipment to current KVCC frequencies
- i. Provide operator training

3.3 Specifications

Please, refer to **Enclosure 2: KVCC Radio System Specifications**

4.0 Bid Review and Evaluation

Proposals will be evaluated by the following weighted criteria:

- a. Proposed equipment
- b. Specification match
- c. Added value features of proposal
- d. Past performance
- e. References
- f. Warranty
- g. Distance from the Alfond Campus
- h. Additional service and repair rates
- i. Comparative analysis of proposals

5.0 Examination of Specifications

Each bidder or his authorized agent is expected to examine the bid specifications, contract documents and all other instructions pertaining to the proposal being requested. Failure to do so will be at the bidder's own risk, and the bidder cannot secure relief on the plea of error in the bid. KVCC reserves the right to accept or reject any and all bids in part or in whole.

6.0 Interpretation of Contract Documents

No oral interpretation will be provided to any bidder as to the meaning of the specifications or other contract documents. Every request for such interpretation shall be made in writing at least three (3) or more days before the proposal due date and submitted to:

Phil Newcombe
Alfond Campus Facilities
Kennebec Valley Community College
92 Western Avenue
Fairfield, Maine 04937

Or via email pnewcombe@kvcc.me.edu

Any interpretation made to a bidder will be issued in the form of an addendum to the contract/bid documents which, if issued, shall be sent as promptly as practicable to all persons to whom the specifications have been issued. All such addenda shall become part of the contract/bid documents.

7.0 Preparation of Bids

KVCC seeks a proposal that meets, or exceeds, the specifications noted in this RFP. KVCC will review all proposals. The bidder shall include with the proposal any terms and conditions specific to their proposal.

Each valid proposal should include:

- The contractor's name(s)
- Contact information (address, phone, fax and email)
- Company quote with detailed specifications and pricing listed
- Company specific terms and conditions
- Copy of company proof of insurance

The proposal(s) should include a stated price or prices for (inclusive of all known or unknown costs associated with existing laws or government impositions) the relevant term of the proposal(s).

8.0 Submission of Bid

The Proposal, which must be signed by a person having proper authority to legally obligate the offering company, along with any additional supporting material, **must be received no later than 2 March, 2016 by 2:00 p.m.**

All proposals are to be clearly marked "KVCC Alford Campus Radio System".

Mail proposals to:

Kennebec Valley Community College
Attn: Phil Newcombe
Alford Campus Facilities
92 Western Avenue
Fairfield, Maine 04937

Deliver proposals to:

Alford Facilities Office
391 Green Road
Hinckley, Maine
(Call (207) 557-2574, prior to coordinate delivery of proposal)

Proposals may also be e-mailed to pnewcombe@kvcc.me.edu.

9.0 Withdrawal of Bids

All proposals must be valid for at least ten (10) days after the proposal due date, after which time proposals shall expire unless the proposer had been notified and agrees to an extension. KVCC reserves the right to modify or withdraw this invitation, to reject any or all proposals, and to terminate any subsequent negotiations at any time. KVCC also reserves the right to choose the proposal that best meets the needs of its facility and training programs.

10.0 Taxation and Compliance

MCCS d/b/a KVCC is an educational institution organized under the laws of the State of Maine and so its purchase of goods is exempt from state, federal, and local sales and use taxes. The successful bidder agrees to comply with all applicable federal, state and local statutes, laws, codes, rules, regulations, ordinances and orders in the performance of the Contract.

Dated: 9 February, 2016

By:

Phil Newcombe, Alford Campus Facilities
Kennebec Valley Community College
92 Western Avenue
Fairfield, Maine 04937
(207) 557-2574
Email: pnewcombe@kvcc.me.edu

Enclosures: 1. Standard Terms and Conditions Applicable to All MCCS Contracts
 2. KVCC Radio System Specifications

9 February, 2016

Kennebec Valley Community College
Competitive Bid Request for Proposal
KVCC Radio System
Enclosure 1

**NOTICE TO ALL BIDDERS REGARDING CONDITIONS ON BIDS
STANDARD TERMS AND CONDITIONS APPLICABLE TO ALL KVCC CONTRACTS**

The following Kennebec Valley Community College (KVCC) standard contracting terms and conditions are incorporated and shall become a part of any final contract that will be awarded by any college or other operating unit of KVCC. These terms and conditions derive from the public nature and limited resources of KVCC.

KVCC DOES NOT AGREE TO:

1. provide any defense, hold harmless or indemnity;
2. waive any statutory or constitutional immunity;
3. apply the law of a state other than Maine;
4. procure types or amounts of insurance beyond those KVCC already maintains or waive any rights of subrogation;
5. add any entity as an additional insured to KVCC policies of insurance;
6. pay attorneys' fees or costs for any other entity;
7. promise confidentiality in a manner contrary to Maine's Freedom of Access Act;
8. permit an entity to change unilaterally any term or condition once the contract is signed; and
9. automatic renewals for term(s) greater than month-to-month.

By submitting a response to a Request for Proposal, bid or other like offer to do business with KVCC, YOUR ENTITY UNDERSTANDS AND AGREES THAT:

1. The above standard terms and conditions are thereby incorporated either expressly or by reference to this notice into any agreement entered into between KVCC and your entity, and that your entity will not propose or demand any contrary terms;
2. The above standard terms and conditions will govern the interpretation of such agreement notwithstanding the expression of any other term and/or condition to the contrary;
3. Your entity will not propose to any college or other operating unit of KVCC any contractual documents of any kind that are not in at least 11-point font and completely contained in one Word or PDF document, and that any references to terms and conditions, privacy policies or any other conditions referenced outside of the contract will not apply; and
4. Your entity will identify at the time of submission which, if any, portion or your submitted materials are entitled to "trade secret" exemption from disclosure under Maine's Freedom of Access Act; that failure to so identify will authorize KVCC to conclude that no portions are so exempt; and that your entity will defend, indemnify and hold harmless KVCC in any and all legal actions that seek to compel KVCC to disclose under Maine's Freedom of Access Act some or all of your submitted materials and/or contract, if any, executed between KVCC and your entity.

Enclosure 2
KVCC Radio System Specifications

9 February, 2016

1. General Requirements
 - a. The Motorola MOTOTRBO system is the preferred standard. Equipment and systems from other manufacturers are permitted, as long as they meet, or exceed, the quality and performance of the Motorola MOTOTRBO system
 - b. Coverage- The radio system must provide reliable communications over the entire 600 acre Alford Campus
 - c. The radio system must be able to reliably communicate with Fairfield Campus
 - d. All equipment provided must be high quality, commercial duty
 - e. All equipment must be new, unless specifically approved otherwise
 - f. All materials and workmanship will be warranted for a period of not less than one (1) year, or longer, if specified by the manufacturer
 - g. Include all frequency and licensing cost.
 - h. Include costs for acquiring and installing all supporting software
 - i. Operator Training to be provided for all equipment

2. Repeater with Antenna, 1 ea.
 - a. Motorola XPR8400 preferred
 - b. 100% continuous duty
 - c. Analog and Digital modes
 - d. Remote diagnostics alarms and controls
 - e. Include mounting rack and all associated hardware
 - f. Installed at the Nutter Building

3. Base Station with Antenna, 1 ea.
 - a. Motorola XPR 5550 136-174M 25W BT/GPS preferred
 - b. Include; microphone, mount, and power supply
 - c. Installed in the Maintenance Block House

4. Hand Held Radios, 10 ea.
 - a. Motorola XPR 7550 preferred
 - b. Digital
 - c. Embedded Bluetooth capable
 - d. Text Messaging
 - e. Emergency Notification
 - f. Integrated GPS
 - g. Belt Clip
 - h. Chargers, 1 ea. 6 unit charger, 6 single unit chargers

5. Headsets, 4 ea.
 - a. Motorola RLN6490 XBT Wireless Headset preferred
 - b. Bluetooth Compatible
 - c. Behind the neck type
 - d. Push to talk mike keying

6. Hourly labor rates for additional service and repair work