



BOONE COUNTY, MISSOURI

**Request for Proposal #: 28-23JUL13
911/Joint Communications Consultant Services**

ADDENDUM #2 - Issued July 16, 2013

This addendum is issued in accordance with Request for Proposal number 28-23JUL13 requirements and is hereby incorporated into and made a part of the Request for Proposal documents. Offerors are reminded that receipt of this addendum should be acknowledged and submitted with Offeror's proposal response.

Scope of Work for the above noted Request for Proposal and the work covered thereby are herein modified as follows, and except as set forth herein, otherwise remain unchanged and in full force and effect:

I. The County received the following questions and is providing a response.

Question #1: If we respond to and win RFP 28-23JUL13 – 911 / Joint Communications Consulting Services, would that preclude us from responding to the upcoming RFPs associated with this project?

Response: The RFP requires disclosure under Section VII. Specifically as follows:

1. Disclose any potential conflicts of interest. Disclose any relationship with relevant vendors, including technology, radio and communication systems, or professional consultants, such as architects or general contractors. This includes, but is not limited to, a direct business relationship or marketing agreement.

Additionally, #3 of Section VII states:

3. Disclose if any member of the Project Team anticipates responding to any of the RFPs outlined in the proposal.

The intent was to not make a predetermination of ineligibility based on a potential conflict, but instead to take that information into consideration along with all of the other factors in the RFP responses.

Question #2: As you change personnel from City to County, is there any governance we need to include?

Response: The County does not need guidance with bringing the personnel from the City to the County. The County Commission will be administrative authority over 911/Joint Communication and the Office of Emergency Management, so the governance structure has been determined. In Section III.9, the Scope of Work includes recommendations on best practices, operational improvements, operating procedures and any other recommendations the Project Team has to help ensure the successful operation of the new facility. This would not include employee benefits.

Question #3: Has a concept of operations been started? Such as the way you are going to operate with your new consolidated group?

Response: There will be one administrative authority, the Boone County Commission. Exhibits 3 and 4 include proposed organizational charts for 911/Joint Communications and the Office of Emergency Management. If you have any recommendations for the daily operations structure, that may be included in your RFP response.

Question #4: The link in the RFP for the Blue Ribbon Report did not work.

Response: That report may be accessed by going to www.showmeboone.com, then select *911 Advisory Board Report* (in the bottom right of the County's homepage).

Question #5: Describe the existing radio system in place.

Response: A description of the existing radio system is provided in Exhibit 1 of the RFP (page 26). The system uses contemporary, latest version RF and simulcast control equipment. All of the RF equipment used in City of Columbia and Countywide systems has been replaced as part of a recent Radio Improvement Project

Question #6: The proposed timeline is too ambitious and probably needs to be adjusted.

Response: Section VI.5 asks respondents to comment on the proposed timeline and to describe in the RFP response any changes to the proposed timeline. The County realizes that the timeline may need to be changed. The County's goal is definitely to have the facility complete, fully operational and occupied by December 2015.

Question #7: Has a preliminary drawing already been done?

Response: A concept was completed to present to the voters that showed preliminary drawings, with a 20,000 square foot floor plan and 4,000 square foot server room. The County seeks proposal responses from this RFP that make these recommendations to guide the architect specifications.

Question #8: Was a space analysis done to get the square footage?

Response: Yes. A Space Needs Assessment was prepared by Brinkley Sargent Architects in December, 2012; Offerors will need to evaluate this as part of the project. Additional space in the Press Conference Room may be desirable. Other County offices may use the server room for data storage, and it might eventually become the primary data center for the County.

Question #9: Will there be any public involvement with public presentations/forums? Please confirm the number of meetings expected for the consultant to attend as part of public outreach.

Response: The County will take care of informing the public, but may need the Project Team to be available. We do plan to keep the public informed and we are creating a web site for that purpose. The number of meetings will vary based on public and County need. It is anticipated that the County will direct and lead public outreach efforts, with the Project Team contributing as requested.

Question #10: The project timeline lists November 2013 for issue of the bid for the general contractor. Can we negotiate rather than bid?

Response: The County will issue a RFB once a clear scope of work has been created.

Question #11: Can we pre-qualify contractors?

Response: That is not the standard practice of the County. If your recommendation is a prequalification requirement, we would be open to considering that and discussing further at a later date.

Question #12: Are you locked into your frequency band?

Response: At present, the central portion of the state of Missouri is de facto VHF high band (150MHz-170MHz range). Current radio operations of public agency entities throughout Boone County are in VHF high band. Prescribed radio operations for statewide mutual aid responders are focused in VHF high band. The state of Missouri MOSWIN radio system also operates in VHF high band. Radio system operations of contiguous county emergency providers operate in VHF high band. As such, the focus of system development in Boone County (and the City of Columbia) has been focused in VHF high band.

Question #13: Does the County have a home base where the project management team can operate out of?

Response: Office space and conference rooms can be provided.

Question #14: Are you considering using the existing facility at all?

Response: No

Question #15: Do you have plans for a back-up site? Please confirm if there any associated scope of work associated with the secondary EOC that is not already identified in the RFP.

Response: Joint Communications presently has a small backup center in place. Relocation will be necessary. The County has real property throughout the County and the Project Team may explore what property we have currently that could be used for a back-up location. There is no predetermined scope of work associated with a secondary 911/dispatch location other than what is stated in this response.

Question #16: Is the Project Team expected to perform due diligence of the existing site with an environment report including a site survey, geotechnical report (soil borings), and Phase 1 environmental— are all of those reports necessary?

Response: The County recently constructed the Sheriff's Annex on an adjacent site and the work done in connection with that project may be transferable. The Consultant should anticipate verifying the work that was done and making appropriate recommendations for any additional work needed for the construction site.

Question #17: Do you anticipate the current equipment will need to be upgraded before the project completion date of December 2015?

Response: Our goal is to just provide upkeep to the existing equipment throughout this project, not spend money on upgrades that may not be in the final plan. The awarded Project Team will be proposing which existing equipment can be integrated and will identify what cannot be integrated. Equipment in the existing facility that serves a function that will continue in the new building may be considered for upgrade.

Question #18: Please confirm where the draft building schematic site plan exists within the available documentation: RFP document or the Final Report of the Blue Ribbon Panel. If the plan does not exist within these documents, can it be made available?

Response: The draft building schematic site plan used for the ballot proposal is available upon request in the Boone County Commission Office, 801 E Walnut, Room 333, Columbia, MO; Phone: (573) 886-4305.

Question #19: Please confirm that the analysis and expansion of the existing County-wide radio system is part of this scope of work.

Response: Analysis, potential expansion and potential improvement of the existing County-wide radio system is part of the scope of work, as well as issuing and evaluation an RFP for a radio consultant, as needed.

Question #20: Please confirm the anticipated Notice to Proceed is scheduled for 9/1/13.

Response: The County's goal is for the Notice to Proceed to be issued in early September, and this may change as the RFP evaluation process occurs.


Question #21: Please confirm that decommissioning of the existing location is not in the scope of work. Please confirm that the existing equipment is to remain in the existing facility.

Response: Full decommissioning of the current 911/Joint Communication facility is not within the scope of work. However, if there is technology or equipment from the existing facility that can be transferred to the newly built facility, the County would want that analysis and recommendation, with the Project Team implementing that transfer.

Question #22: Please confirm if the user agencies and stakeholders are those as identified in the Final Report of the Blue Ribbon Panel and will be interviewed as part of the due diligence effort.

Response: We would expect our awarded Project Team to interview the 13 user agencies at the beginning of the project to ensure that we are consistent in our approach and get their input so their needs will be satisfied in an economical way. There are 13 user agencies serviced by 911/Joint Communications: Boone County Sheriff, Ashland Police, Columbia Police, Centralia Police, Hallsville Police, Sturgeon Police, MU Police Department, Centralia Fire, Columbia Fire, Boone County Fire Protection District, Southern Boone County Fire Protection District, University Hospital Ambulance, and Boone Hospital Ambulance

II. Pre-Proposal Sign-in Sheet – is attached and being provided for informational purpose.

By: 
Melinda Bobbitt, CPPO, CPPB
Director of Purchasing

OFFEROR has examined copy of Addendum #2 to Request for Proposal # **28-23JUL13 – 911/Joint Communications Consultant Services** receipt of which is hereby acknowledged:

Company Name: _____
Address: _____
Phone Number: _____ Fax Number: _____
E-mail address: _____
Authorized Representative Signature: _____ Date: _____
Authorized Representative Printed Name: _____

**Pre-Proposal Sign In Sheet
28-23JUL13 – 911/JOINT COMMUNICATIONS CONSULTANT
SERVICES**

	Representative Name	Business Name	Telephone Number
1.	Melinda Bobbitt	Boone County Purchasing	573- 886-4391
2.	Amy Drag ^{-attnd by}	Boone Co ^{complete} Exp Corp	609-409-7478
3.	LESLIE ZUCKERMAN	WCC	314 993-7070
4.	JERRY CHERVITZ	WCC	314-993-7070
5.	Larry Rickford	Mission Critical Systems	814-292-7439
6.	TIM WORTH	Boone Inc	314-567-7755
7.	Deb Renick	Treanor Architects	816-221-0900
8.	Luci Kloiber	L.R. Kimball	573 855 4589
9.	DAN GETTEMAYER	AHAL PRO CON SERVICES	314-603 6684
10.	Bill Oswald	SOA	573-443-1407
11.	Don Atwill	Boone Co Commis, A	573-868-6817
12.	TOM TRABUE	TAMING Consulting Eng.	573-814-1568
13.	Wendy Wilke	FAITH GROUP, LLC	314 991. 2228
14.	Joe Piper	Joint Comm	573-874-7400
15.	CJ Dikhouse	County Counselor	573-886-4414

CRAIG JOHNSTON FACILITY CONTROL SYSTEMS 314-922-1149
 Nicole Galloway Boone County TR x4367
 THORPE SMITH ROSS & BARUZZINI 314.918.8383
 MIKE SHEA ROSS & BARUZZINI "