

LEAVENWORTH COUNTY, KANSAS

SPECIFICATIONS, STANDARD TERMS AND CONDITIONS

FOR

WIRELESS NETWORK PROJECT

Sealed proposals must be received in the:

County Clerk's Office
ATTN: RFP-Wireless
300 Walnut Street, Suite 106
Leavenworth, KS 66048

Before Friday, March 18, 2022 at 5:00 p.m.

Proposals received after that time and date will not be considered and will be returned unopened.

Opening Date: Monday, March 21, 2022

Opening Time: 10:00 a.m.

Place: County Clerk's Office
300 Walnut Street, Suite 106
Leavenworth, KS 66048

1 - GENERAL INFORMATION

- 1.1 Leavenworth County is accepting proposals from qualified vendors to provide solutions for deployment of a wireless network in several county facilities.
- 1.2 All RFPs must be submitted in a sealed envelope plainly marked and addressed as set out above. All submitted RFPs will be retained by Leavenworth County.
- 1.3 Questions regarding this RFP should be directed to Larry Malbrough, Director of Information Systems at (913) 684-1067 or by e-mail to lmalbrough@leavenworthcounty.gov.
- 1.4 Leavenworth County shall not be held responsible for any oral instructions. Any changes to this RFP will be in the form of an addendum, which will be posted to Leavenworth County's web site available at <http://www.leavenworthcounty.gov>.
- 1.5 Leavenworth County reserves the right to:
 - a. Reject any or all proposals;
 - b. Waive any informality or irregularity in any proposal received;
 - c. Be the sole judge of the merits of the respective proposals received;
- 1.6 Leavenworth County is an equal opportunity employer;
- 1.7 Leavenworth County encourages minority or other disadvantaged vendors to respond to this RFP.
- 1.8 All proposals submitted to Leavenworth County shall become the property of Leavenworth County, Kansas, and may be subject to disclosure under the Kansas Open Records Act. It is the intention of Leavenworth County to, upon successful entry into a contract with the service provider deemed to have submitted the proposal best suited to the needs of the county, to destroy any other proposals submitted unless the submitting party requests, in writing and submitted along with their proposal, that their proposal, if not the chosen proposal, be returned to them.

2 – VENDOR QUALIFICATIONS

- 2.1 A vendor will be selected through a qualification-based selection process. Vendors interested in providing services must submit a Statement of Qualifications (SOQ) that addresses the following evaluation criteria. Applicants are encouraged to organize their submissions in such a way as to follow the general evaluation criteria listed below. Information included within the SOQ may be used to evaluate your firm as part of any criteria regardless of where that information is found within the SOQ. Information obtained from the SOQ and from any other relevant source may be used in the evaluation and selection process.
- 2.2 Cover Letter (1-page) containing at a minimum:
- a. Company name
 - b. Contact name
 - c. Address
 - d. Fax number
 - e. E-mail address(es)
- 2.3 Qualifications Criteria
- 1) General Information:
 - a. Description of firm/team
 - b. List of applicable certifications, partnerships, State/GSA contracts
 - 2) Relevant Firm Experience
 - a. Applicant's overall reputation, service capabilities and quality as it relates to this project.
 - b. List and briefly describe the 3-5 most recent comparable projects completed by your firm or currently in progress; include your firm's role and discuss contract amendment history, if applicable. For each project, include: contract value and construction value (original value plus contract amendments, if applicable), project owner, project location, contact name and title, address, current/accurate telephone number, fax number and e-mail address (if available).
 - c. A minimum of three referrals and references from other agencies and owners. If possible, references should be from the projects listed above.
 - d. List and describe any litigation; arbitration; claims filed by your firm against any project owner as a result of any contract claim or dispute; any claim filed against your firm; termination from a project or any debarment by any local, state or federal agency.
 - e. Applicant's capacity and intent to proceed without delay if selected for this work.

3) Team Experience and Qualifications

- a. Describe each team member's position within the firm. Provide qualifications of each proposed team member.
- b. Briefly describe each team member's role on this project.
- c. Provide "team" experience working together on similar projects.
- d. Identify proposed sub-consultants

4) Project Understanding and Approach

- a. Describe your understanding of the project.
- b. Identify and discuss any potential problems during design and construction.
- c. Identify and discuss methods to mitigate those problems.

5) Other Factors

- a. Current workload and ability to proceed promptly.
- b. Relevant factors impacting the quality and value of work

2.4 Any SOQ selected by Leavenworth County shall serve to initiate contract negotiations between the vendor and the county. The selection of an SOQ submitted by a vendor shall not be considered the acceptance of a bid or entry into a contract between the vendor and the county.

2.5 The Board of County Commissioners reserves the right to accept or reject any proposal received, all or part of any proposal received, and to waive any informality or irregularity in any proposal received.

2.6 Prime Contractor

If the proposal is based on a combination of goods and services from more than one vendor or corporate entity, one vendor shall be designated in the proposal as the "Prime Contractor". The contract will be awarded only to the Prime Contractor who will be held responsible for the performance of all the vendors participating in the proposal and subsequent contract. The Prime Contractor will be responsible for all aspects of service including implementation, training and initial support of the system.

3 – SCOPE OF WORK

3.1 Project Overview

Leavenworth County seeks to deploy a wireless network throughout county facilities thereby providing wireless connectivity to serve both public and private clients.

Successful proposals will include:

1. The necessary materials and services to implement the wireless network.
2. Include administrative solutions necessary to manage the solution.
3. Include required network topology considerations for successful implementation and administration of network.
4. Securely prevent public client devices from accessing internal resources or services.
5. Provide users with internal connections to authenticate using Active Directory credentials.
6. Provide documentation for all devices and configurations deployed.
7. Provide training on administration and management of the solution.

County personnel shall provide network connectivity to chosen locations for wireless access points.

Equipment list and location information:

| LOCATION | QUANTITY |
|------------------------------|----------|
| Courthouse Basement | 3 |
| Courthouse First Floor | 3 |
| Courthouse Second Floor | 3 |
| Justice Center First Floor | 2 |
| Justice Center Second Floor | 4 |
| Justice Center Third Floor | 9 |
| Justice Center Fourth Floor | 5 |
| Health Department | 3 |
| EMS Headquarters | 2 |
| EMS Station 1 | 2 |
| EMS Station 2 | 2 |
| EMS Station 3 | 2 |
| Annex | 2 |
| Community Corrections | 3 |
| County Shop | 2 |
| Weed Department | 1 |
| Spares | 2 |
| Total Access Points Required | 50 |

Additional floorplan information is available in Appendix A.

3 – APPENDIX A - FLOORPLANS

County Shop:

Floorplans are not available. Two access points will be deployed: one in the administrative area and one in the mechanic bays section.

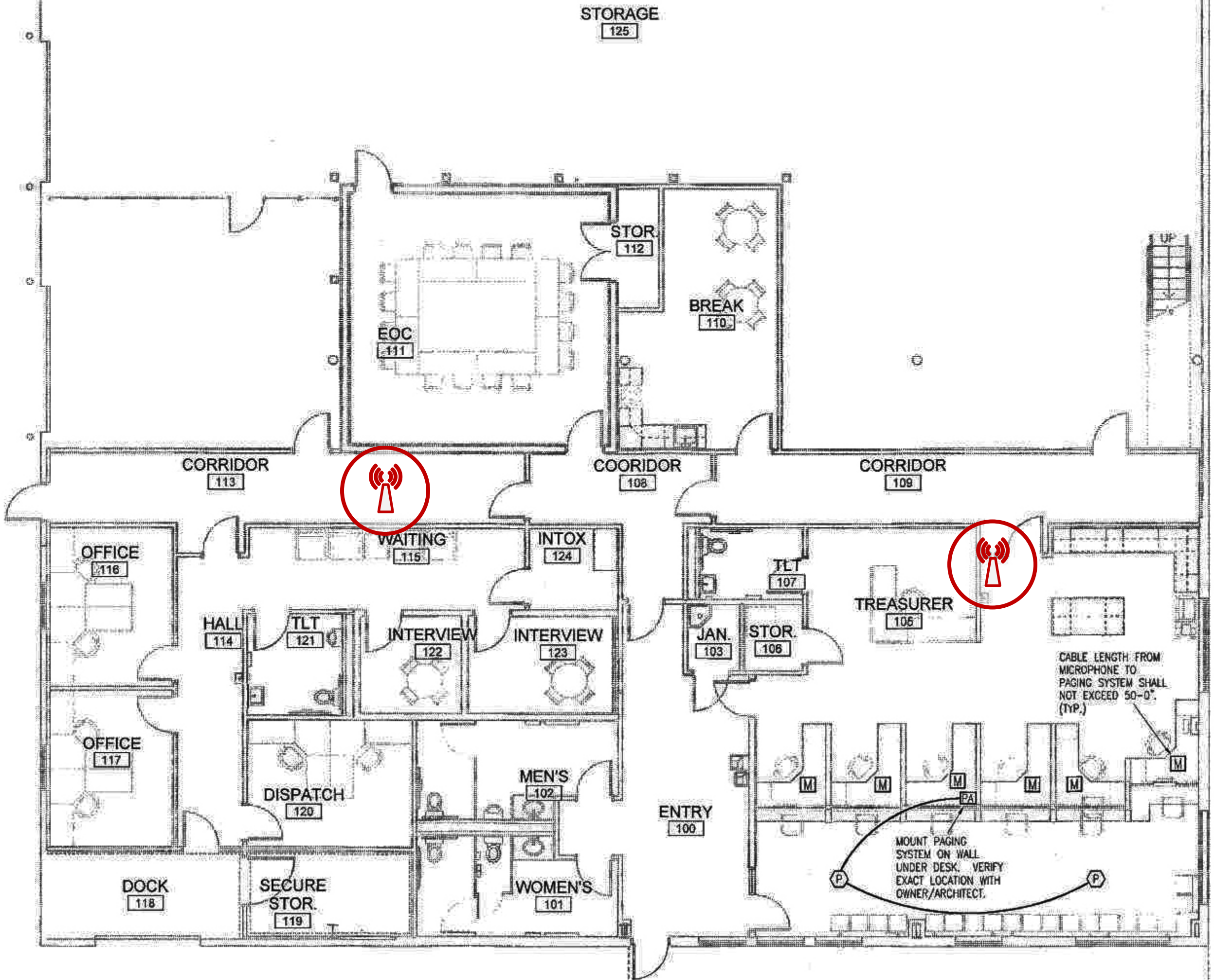
Weed Department:

Floorplans are not available. One access point will be centrally located in the Weed Department building.

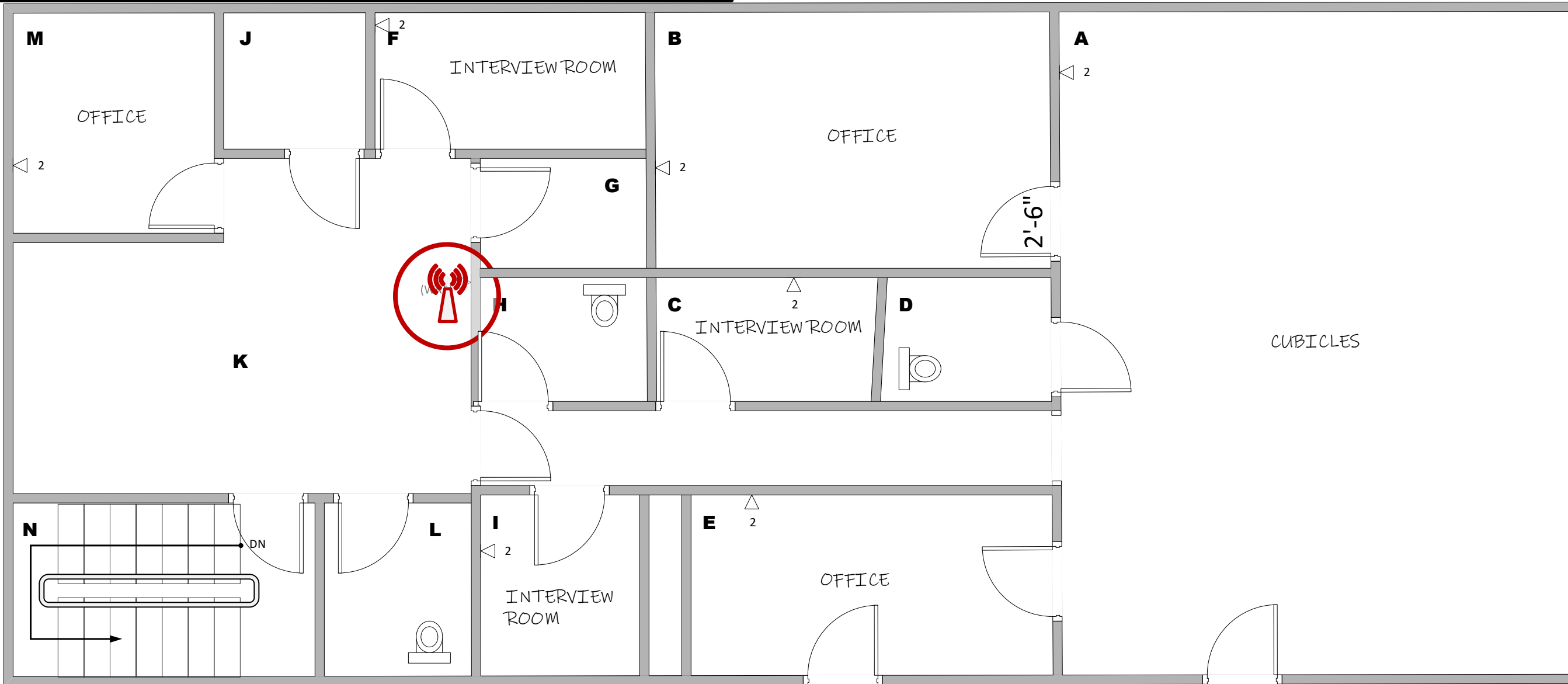
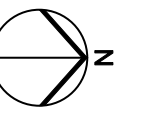
Courthouse:

A floorplan is provided for the second floor. The basement and first floors will each have three access points; one in each east/west wing and one centrally located.

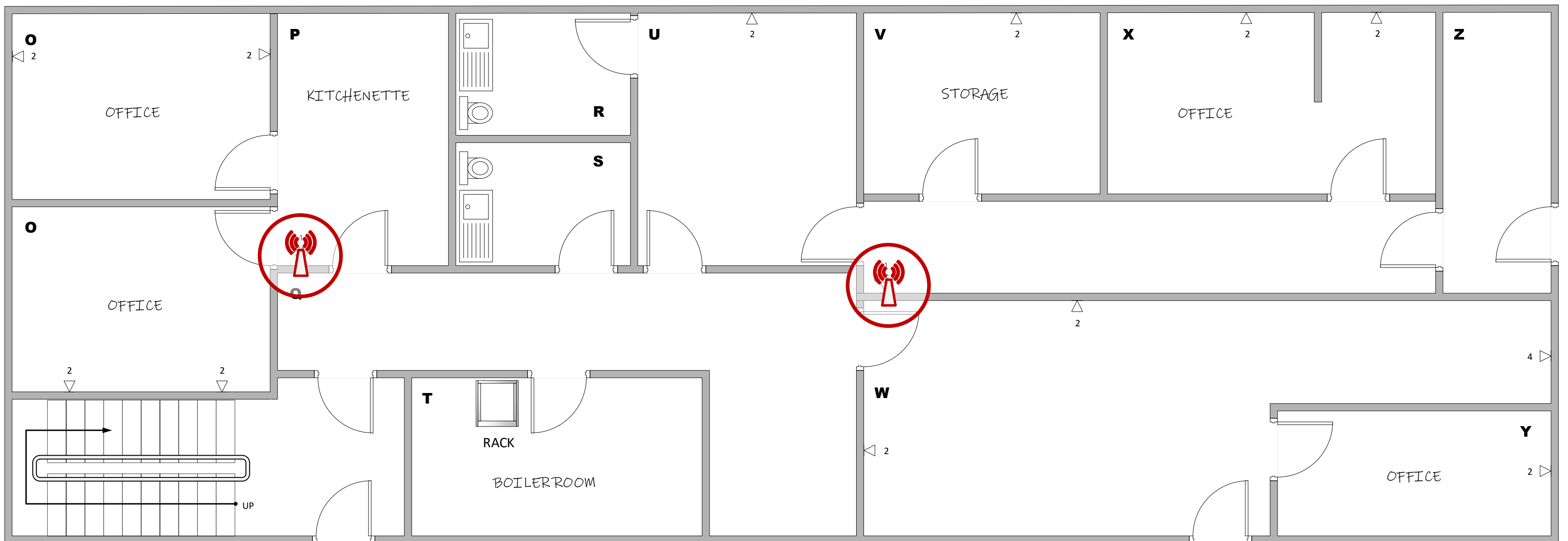
ANNEX
725 LAMING ROAD
TONGANOXIE, KS 66086



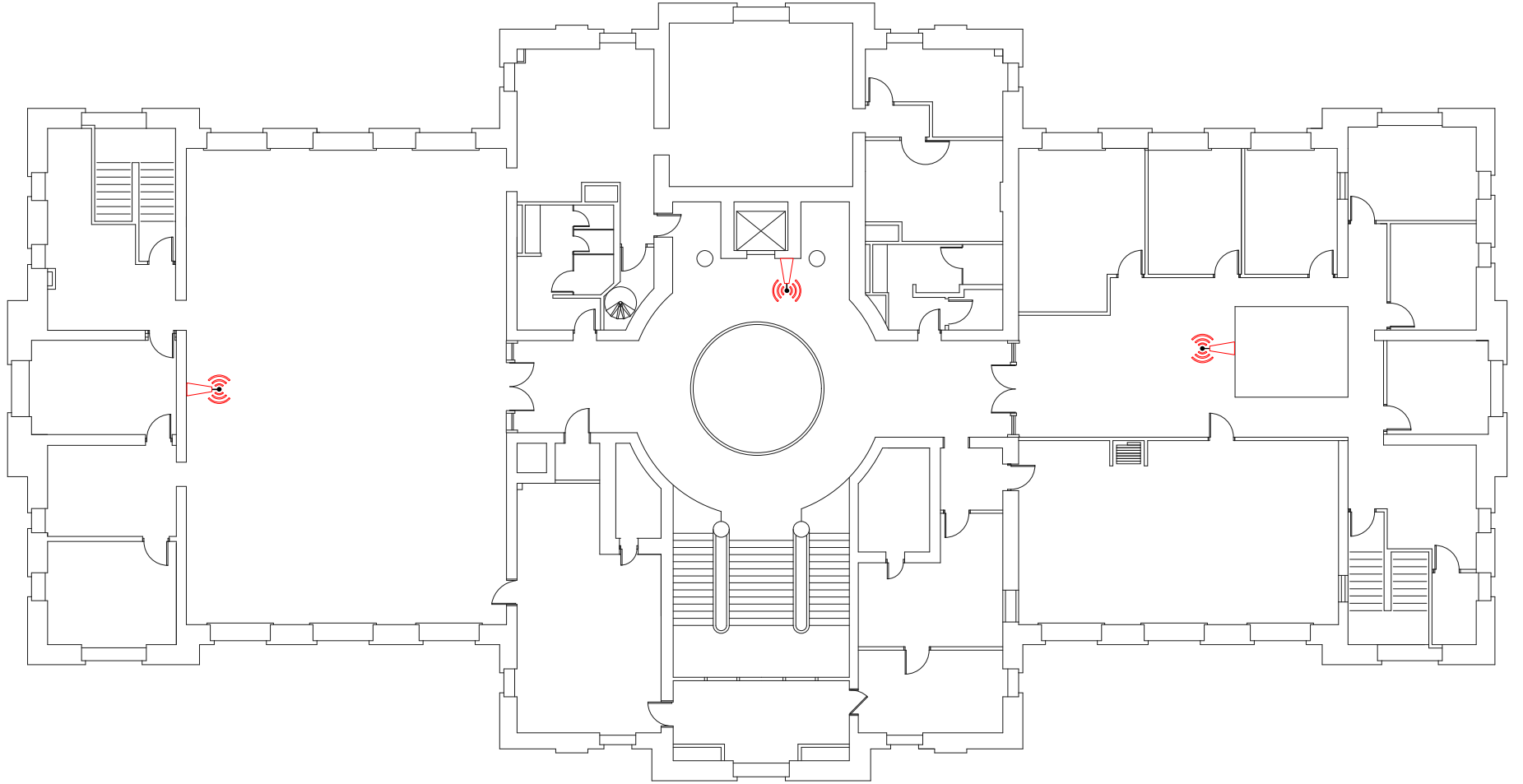
COMMUNITY CORRECTIONS
520 S. 2ND STREET
LEAVENWORTH, KS 66048



SECOND FLOOR

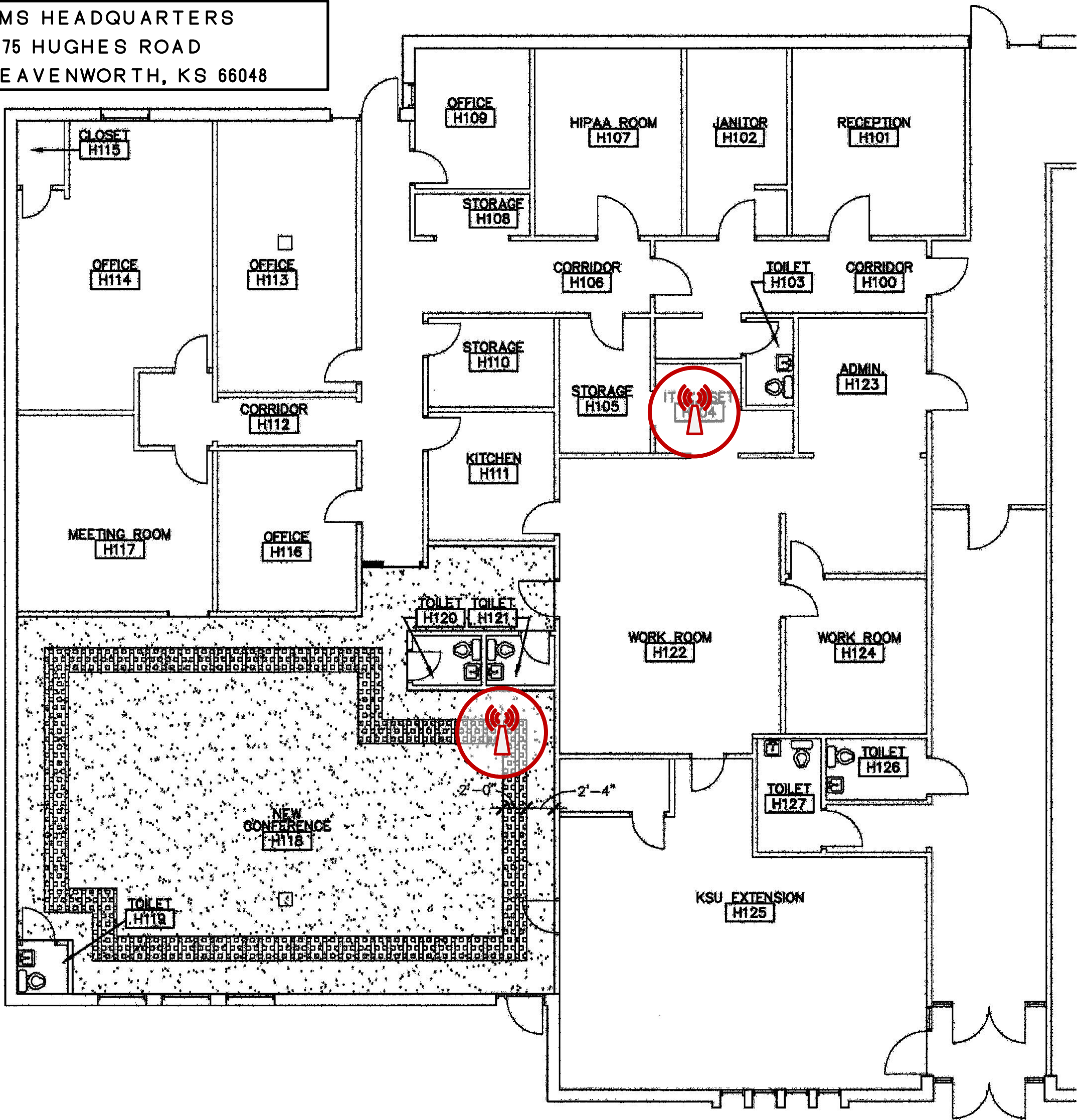


FIRST FLOOR



LEAVENWORTH COUNTY COURTHOUSE - 2ND FLOOR

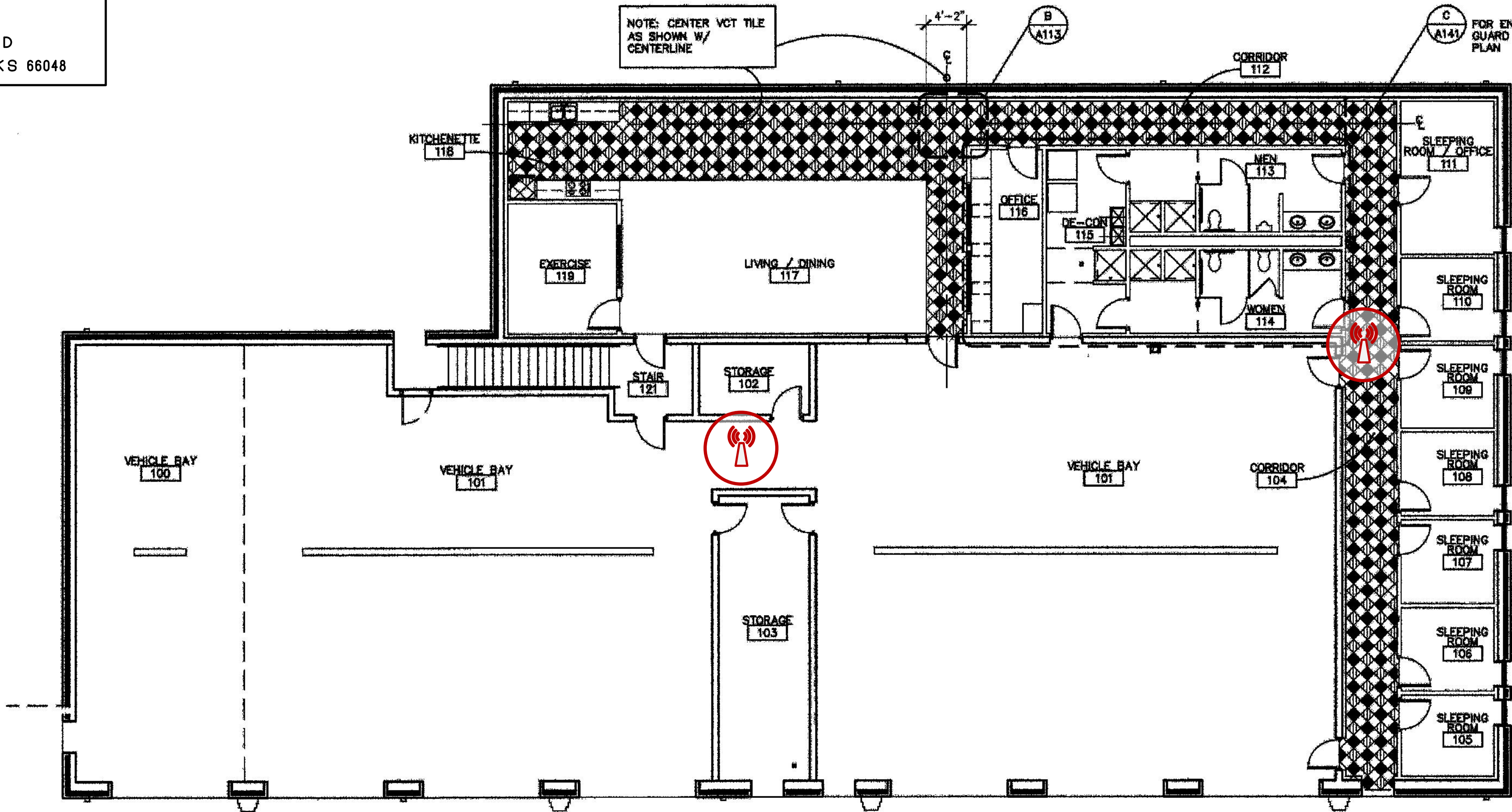
EMS HEADQUARTERS
5175 HUGHES ROAD
LEAVENWORTH, KS 66048



EMS STATION 1
5175 HUGHES ROAD
LEAVENWORTH, KS 66048

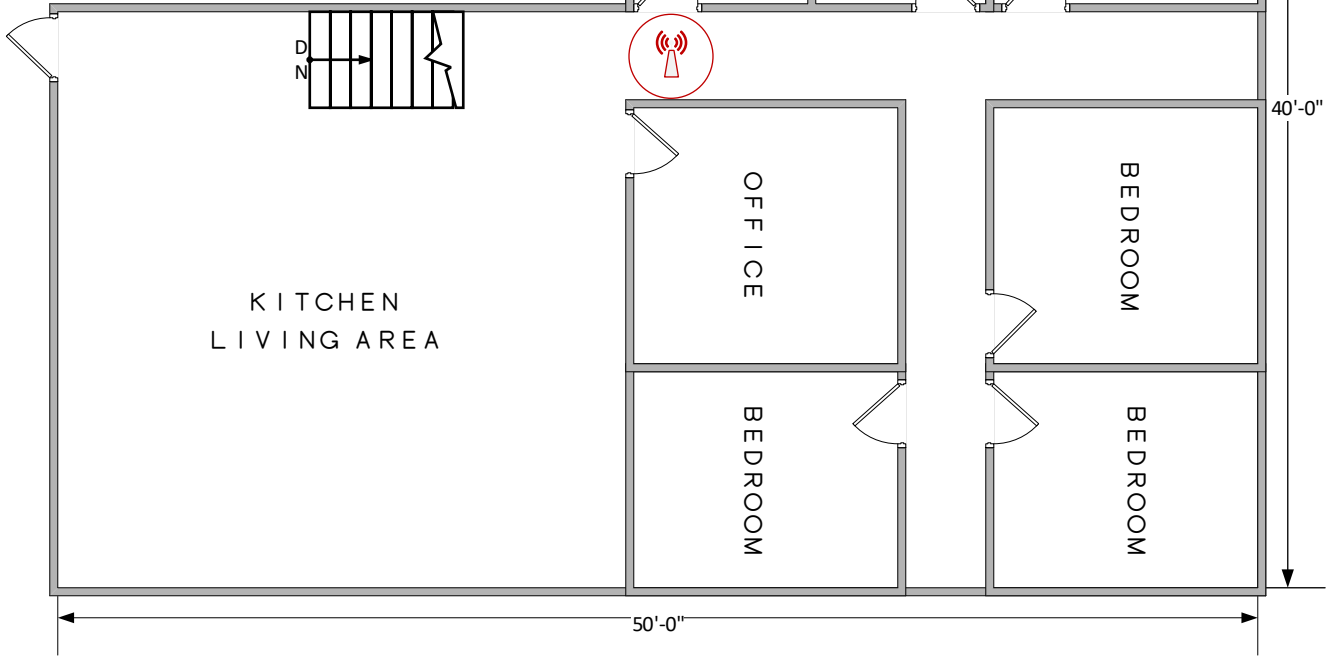
NOTE: CENTER VGT TILE
AS SHOWN W/
CENTERLINE

C
A141
FOR ENLARGED CORNER
GUARD AND SIGNAGE
PLAN

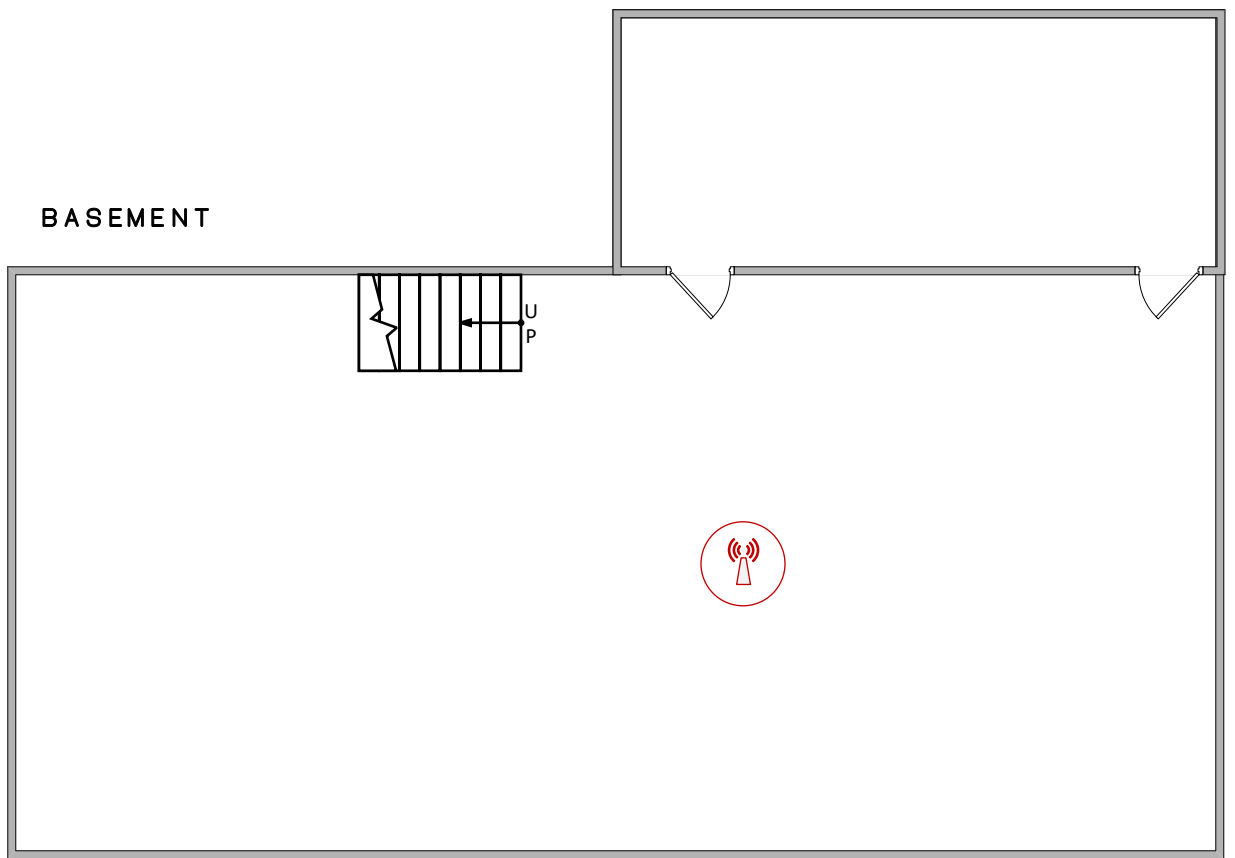


EMS STATION 2
425 LAMING ROAD
TONGANOXIE, KS

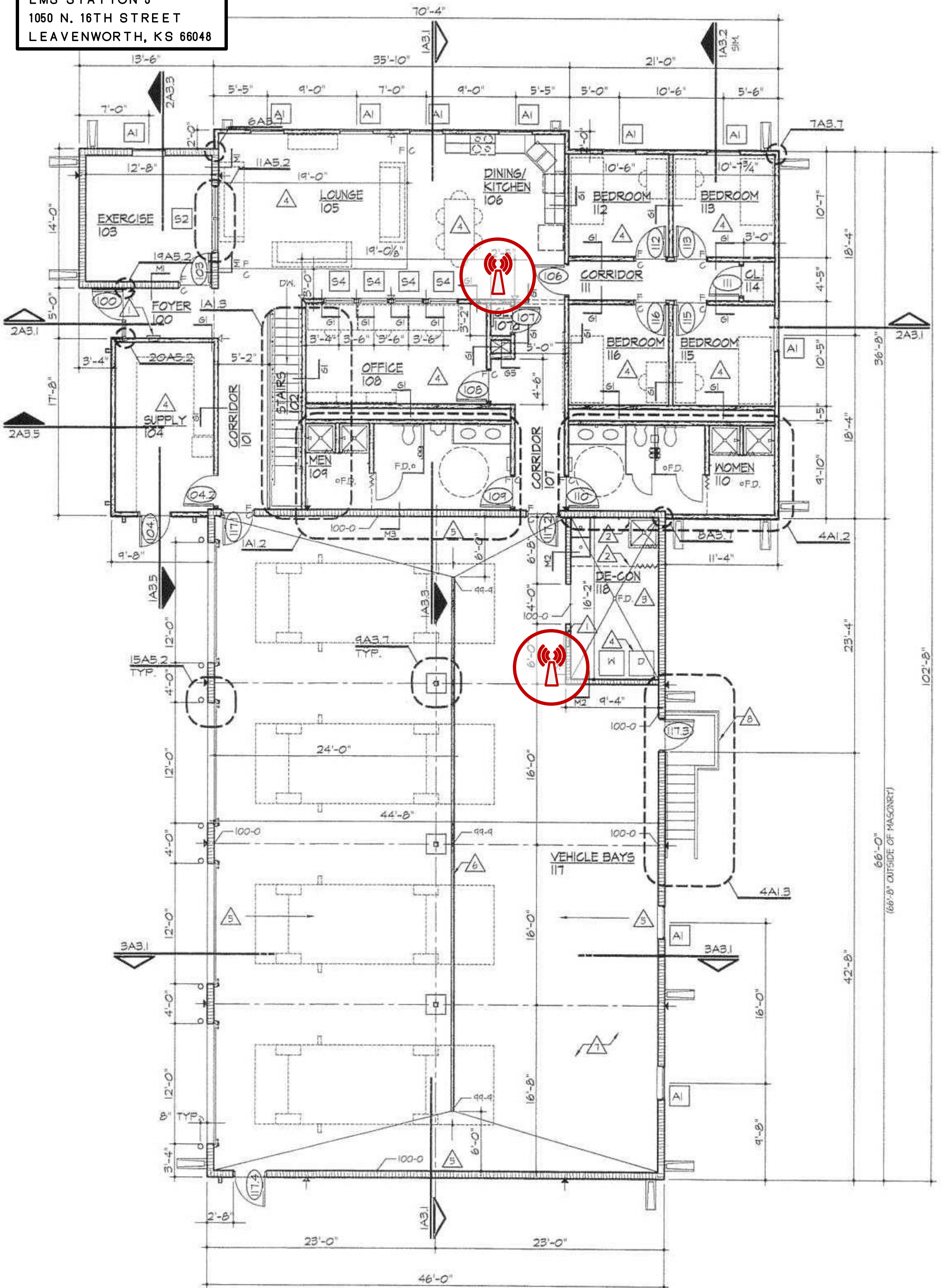
FIRST FLOOR



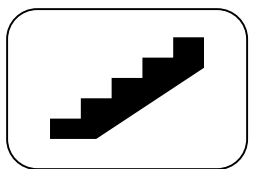
BASEMENT



EMS STATION 3
1050 N. 16TH STREET
LEAVENWORTH, KS 66048

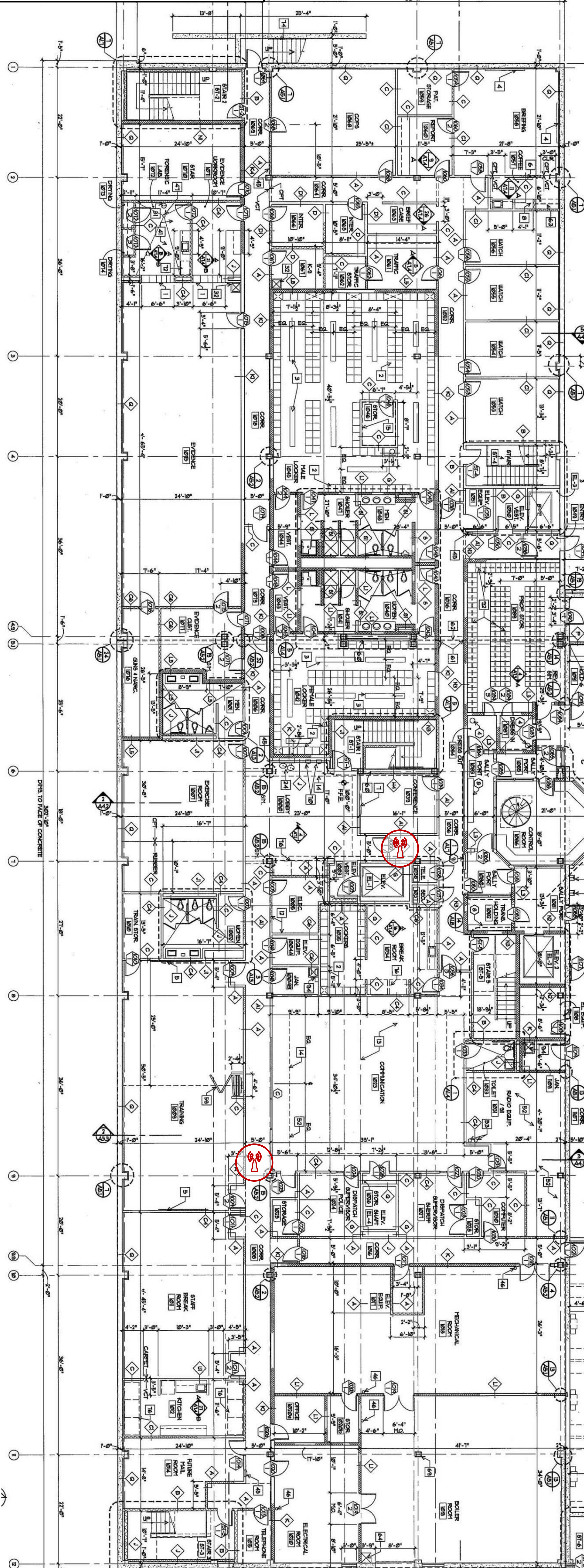


HEALTH DEPARTMENT
500 EISENHOWER ROAD
LEAVENWORTH, KS 66048

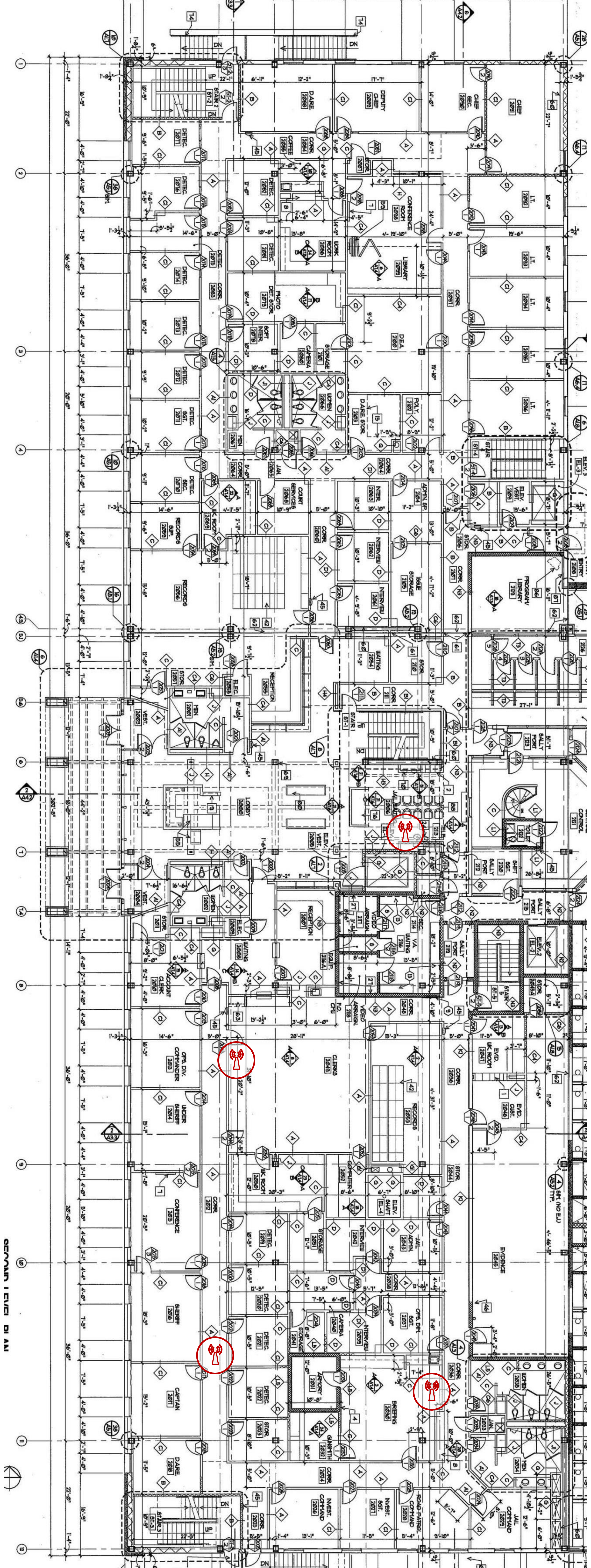


LOBBY

JUSTICE CENTER - FIRST FLOOR
601 S. 3RD STREET
LEAVENWORTH, KS 66048



JUSTICE CENTER - SECOND FLOOR
601 S. 3RD STREET
LEAVENWORTH, KS 66048



SECOND FLOOR PLAN

