



Request for Proposal

Fleet Equipment Procurement & Installation

ISSUED DATE: **05-10-2021**

SUBMISSION DATE: **05-17-2021** BY **5:00 PM EST**

RFP COORDINATOR:

LT. STEVEN C. THOMAS
POLICE DEPARTMENT / PATROL LIEUTENANT
CITY OF HARDEEVILLE
(843) 226-0378
26 MARTIN STREET
HARDEEVILLE, SC 29927
STHOMAS@HARDEEVILLESC.GOV

Hardeeville Request for Proposal

I. Request for Proposal

The City of Hardeeville invites you to respond to this Request for Proposal (RFP). The focus of the RFP is to select an organization to provide Fleet Equipment Procurement and Installation for Patrol cars for the Hardeeville Police Department, two Ford Explores (2021) which will be fully marked patrol vehicles.

II. About the City of Hardeeville

The City of Hardeeville is in Jasper County, South Carolina, with an approximate population of 6000 residents. The City of Hardeeville encompasses approximately 56 square miles. The City of Hardeeville is proud to be the gateway of the Low Country, a connection to the islands, and the place across the Savannah River where Carolina awaits. The City of Hardeeville has rapidly grown in the past years, due in part to major new developments and investments within the community.

The City of Hardeeville provides a range of services to the public including General Administration, Public Works, Community Development, Parks and Recreation, Fire and Police, and Media. City Hall is located at 205 East Main Street, Hardeeville, South Carolina 29927. The City of Hardeeville's website address is www.cityofhardeeville.com.

III. Overview of Current Police Fleet Vehicles

The Hardeeville's Police Fleet currently is comprised of the following:

- Ford F150 Truck (1)
- Ford Taurus (1)
- Dodge Chargers (11)
- Chevy Tahoe (6)
- Ford Interceptor (2)
- Ford Explorer (6)

The City of Hardeeville plans for rapid growth and, in turn, the current fleet will be growing along with the city. The Organization must be able to manage the current vehicle fleet as well as any expansions made within the future.

IV. Requirements

City of Hardeeville Request for Proposal -Police Car Outfitting

The City of Hardeeville Requests a proposal to install the below substituting a Siren/Light Controller which will integrate the vehicle to the warning system. This system must be Wecan compatible programmed using Whelen Command Software. This will include a canport cable which will link the vehicle to the system so that there is no alteration to OEM vehicle wiring for command signals to the controller. All LED light heads requested below will be changed to a DUO color and color specifics will be determined at award of proposal.

Specifications for the upfit of 2 – 2021 Ford Police Interceptor Utility's

Bidder must be a Master Distributor of Whelen Engineering and a direct distributor of Pro-Gard, Havis, American Aluminum, Ace K-9, Setina, and Westin. This requirement is set forth to provide the City of Hardeeville with parts to service the fleet of vehicles within the Hardeeville Police Department. The bidder shall provide a 1-year labor warranty and honor all manufactures warranties directly. Bidder shall have installation technicians who have been factory trained to program and install Whelen Command products and who are EVT L-1 certified.

The request for equipment below is for the upfit of 1 – vehicle however the total RFP shall be for 2 of the same vehicles.

- 1 – 100 Watt Siren Speaker with bracket to mount to Westin Bumper, speaker shall be a black all weather nylon composite with black powder coated speaker driver.
- 1 – Westin Pushbumper, Pitbar, and Wing Wrap
- 1- Center Console with internal printer mount top load with viewing window and storage for a single ream of Brother Pocket Jet printer paper. Console shall be vehicle specific for the 2021 Police Interceptor Utility with a side computer mount that will mount a Havis DS-GTC-312-3 docking station directly with no adapters. Include 2 side mount arm rest
- 1 – Havis DS-GTC-312 docking station with internal power supply
- 1- EB series filler plates and equipment brackets for console
- 1- Wecan technology 48" Duo lightbar with blue/clear corners, front of lightbar blue clear duo modules, rear of lightbar blue/amber lightbars and required mounting straps

- 1 – Siren/Light Controller capable that is programmable with Whelen Command software and directly interfaces with the 2021 Ford Interceptor Utility through a can-bus connection
- 2 – Modules capable of being controlled through the canbus network with 16 outputs
- 2 – duo blue/clear light heads to be mounted in top channel of Westin Bumper
- 4 – duo blue/clear lights heads to be mounted on Westin Pit bar
- 2 – duo blue/clear lightheds to be mounted in rear cargo windows
- 1 – duo red blue Rear Pillar light bar
- 2 – blue amber duo lightheds to be mounted horizontal next to license plate on rear hatch
- 1 – Pro-Gard front partition with recess panel and expanded metal screen over window slide
- 1 – Pro – Gard universal tri-lock gun lock
- 1 – Pro-gard rear barrier with expanded metal
- 1 – Pro – gard door panel cover set for rear doors
- 1- **Honeywell Xeon 1900GHD-2USB Scanner**
- 1 – Brother Pocket Jet Printer PJ722 with hardwire power cable
- 1- **Stinger DS LED flashlight with DC charging base**
- 1 – Stalker DSR2X with separation cable, and vehicle specific rear antenna mount, front antenna mount and counter box mount
- 1 – Graphics for Hardeville Police Department Installed
- 1 install axon camera and 2 piece Motorola radio

V. Proposal Contact Information

For questions regarding this RFP please contact via e-mail:

Lt. Steven C. Thomas
Hardeeville Police Department
stthomas@HardeevilleSC.gov

No later than **5:00PM EST May 14, 2021**

VI. Proposal Submission Information:

All proposals must be in conformance with the submittal instructions provided in Section VI of this RFP and received no later than **5:00 PM EST on May 17th, 2021**.

Mark the parcel with the following **"Police RFP RESPONSE"** to ensure proper receipt.

Please submit one (1) original response, three (3) copies. The proposal containing the original signatures should be clearly marked "Original." All responses must be submitted in the form set forth in this RFP, sealed, and delivered to:

Lori Pomarico
Hardeeville City Clerk
205 East Main Street
Hardeeville, South Carolina 29927

All proposals received after the deadline will be considered non-responsive. No faxed or emailed proposals will be accepted.

VII. Proposal Format and Evaluation Process

A. Proposal Format

To simplify the evaluation process, the proposals shall be submitted in the format outlined below:

i. **Letter of Transmittal:**

- The proposal letter shall be form on the organization letter head, addressed to the contact listed, and shall include the name, title, telephone, email, and signature of the primary contact legally authorized to bind the proposal.

ii. **Table of Contents:**

- Clearly defined sections and pages numbered. Include a clear identification of the material by section and by page number.

iii. **Allocation and Resources:**

- Provide a conceptual plan for services to the City of Hardeeville that you believe are appropriate for the City of Hardeeville. Indicate features, skills and/or services which distinguish your organization and make it the best choice for the City of Hardeeville. Indicate how the resources of your organization (e.g., number and type of personnel allocated by hours) will be allocated for this project.

iv. **Services and Support:**

- Provide the hours of operation for on-site staff and help desk staff. Describe how afterhours emergency support is provided. Describe the availability of key staffing during normal business hours as well as afterhours.
- Provide how your organization will report to the City of Hardeeville contacts and users regarding the status of systems, elicit needs of users, necessary changes, etc.
- Describe work order/trouble ticket system.

- Provide a guaranteed response time frame for issues dependent on severity and time of day. Also, provide average response time for afterhours issues.

B. Correspondence

Direct all correspondence to the RFP Coordinator listed in Section VI. Inquiries received after the stated date and time will not be accepted and shall receive no response.

i. Confidential Material

- Any information contained in the proposal that is proprietary must be clearly marked as such and will be treated as confidential to the extent allowable by the South Carolina Freedom of Information Act and any other applicable laws.

ii. Proposal Evaluation and Selection Process

- All proposals will be reviewed and evaluated by designated City Staff. A recommendation for award will be submitted to the City Manager for evaluation and action.

C. Selection and Award

Upon the completion of evaluations, the City Staff will submit a summary of all evaluated proposals to the City Manager for approval. The decision to award the contract will be made by the Chief of Police and City Manager.

City of Hardeeville Website: <http://www.hardeevillesc.gov>

D. Timetable for Selection and Review

The City has established a preliminary timetable for reviewing the responses. The schedule is subject to change.

05-10-2021	RFP Issued
05-17-2021	Response Deadline
05-20-2020	Evaluation of Responses Completed
05-24-2020	City Manager/Chief of Police

E. Terms and Conditions

- i. The City of Hardeeville reserves the right to reject all proposals, any proposal not conforming to this Request for Proposal, and to waive any irregularity or informality with reject to any proposal. The City of Hardeeville further reserves the right to request clarification of information submitted and to request additional information from one or more proposers.
- ii. The City of Hardeeville assumes no responsibility for proposals received after the advertised deadline or at any office or location other than that specified herein, whether due to mail delays, courier mistakes, strikes, mishandling or any other reason.
- iii. All proposals become the property of the City of Hardeeville.
- iv. The City of Hardeeville will not reimburse proposers for any costs associated with the preparation and submittal of any proposal.
- v. Proposer acknowledges all information contained within its proposal is part of the public domain as defined by the State of South Carolina Freedom of Information Laws
- vi. If awarded a contract, the Contractor shall procure and maintain insurance which shall protect the Contractor and the City of Hardeeville (as an additional insured) from claims for bodily injury, property damage, or personal injury. The Contractor shall maintain the following insurance coverage with an insurance company licensed to do business within the state of South Carolina:
 - a. Workers Compensation:
 - i. Insurance covering all employees meeting statutory limits in compliance with applicable state and federal laws.
 - b. General and Automobility Liability:
 - i. Bodily Injury, each occurrence \$500,000.00
 - ii. Bodily Injury, aggregate \$500,000.00
 - iii. Property Damage \$100,000.00
 - iv. Business Auto Liability per occurrence \$1,000,000.00
 - v. Excess Umbrella Liability per occurrence \$1,000,000.00

It shall be the responsibility of the Contractor and the Insurance Company to notify the City of Hardeeville at least thirty (30) days prior to any cancellation or change in the policy.