

**SHAWNEE COUNTY
REQUEST FOR QUOTATION**

QUOTATION NO.	075-21	VENDOR	_____
DATE MAILED	09-03-21	ADDRESS	_____
CLOSING 2:00 P.M.	09-23-21	PHONE	_____

THIS IS NOT AN ORDER

1. In communications, always refer to the above quotation number.
2. All prices and conditions must be shown. Additions or conditions not shown on this bid will not be allowed.
3. Shawnee County reserve the right to accept or reject any part of, or all of, any bid or proposal.
4. All prices quoted are to be less Federal Excise Tax and Kansas Sales Tax.
5. Price quoted shall remain firm for ninety (90) days after bid closing date.

SHAWNEE COUNTY HAS A NEW ELECTRONIC BID SYSTEM.

All vendors are required to create an online portal account (www.snco.us/purchasing) in order to receive or submit bids.

ITEM AND DESCRIPTION

Shawnee County is soliciting sealed bids to provide monitoring of intrusion alarm systems, hardware service and the optional upgrade of existing hardware for cellular monitoring and remote programming, per the following minimum requirements.

NONDISCRIMINATION: Shawnee County is committed to the concept of equal employment opportunity. All bidders and contractors are expected to comply with the provisions of K.S.A. 44-1030 and 44-1031, copies of which are attached and shall be a part of this contract and other applicable Federal and Kansas laws governing equal employment opportunity.

In accordance with K.S.A 44-1030, vendor hereby agrees to the following:

- A. He or she will observe the provision of the Kansas Commission on Human Rights and will not discriminate against any person in the performance of work under the present contract because of race, religion, color, sex, national origin, ancestry, or physical disability.
- B. In all solicitations or advertisements for employees, he or she will include the phrase, "Equal Opportunity Employer", or a similar phrase to be approved by the Kansas Commission on Human Rights
- C. If he or she fails to comply with the manner in which he or she will be deemed to have breached the present contract, and it may be canceled, terminated, or suspended, in whole or in part, by Shawnee County, Kansas
- D. If he or she is found guilty of a violation of the Kansas Act Against Human Rights under a decision, or order of the Kansas Commission on Human Rights which has become final, he or she will be deemed to have breached the present contract, and it may be canceled, terminated, or suspended, in whole or in part, by Shawnee County, Kansas; and,
- E. He or she will include the provisions of subsections (a) through (d) inclusively of this paragraph in every subcontract or purchase order so that such provision will be binding upon such subcontractor of vendor.

QUOTATION NO. 075-21
DATE MAILED 09-03-21
CLOSING 2:00 P.M. 09-23-21

NOTE: In the event that goods or services delivered by the vendor are unsatisfactory and remain unsatisfactory after a notice and an opportunity to correct the deficiencies, the County reserves the right to purchase substitute goods or services from the other bidders.

Shawnee County reserves the right to negotiate separately with any vendor after the opening of this RFQ when such action is considered in its best interest. Subsequent negotiations may be conducted, but such negotiations will not constitute acceptance, rejection or a counteroffer on the part of the County.

Shawnee County interprets the term "lowest responsible and best bidder" as requiring Shawnee county to :

- A. Choose between the kinds of materials, goods, wares, or services subject to the proposal, and
- B. Determine which proposal is most suitable for its intended use or purpose. Shawnee County can consider among other factors such things as labor cost, service and parts availability and maintenance costs of items upon which proposals are received. Shawnee County can determine any differences or variations in the quality or character of the material, goods, wares or services performed or provided by the respective vendors.

Shawnee County will award the bid, if the successful vendor refuses or fails to make deliveries of the materials/services within the times specified in the RFQ, purchase order or contractual agreement, Shawnee County may by written notice, terminate the contract OR purchase order. The successful vendor will certify and warrant that goods, personal property, chattels, and equipment sold and delivered are free and clear of any and all liens, or claims of liens, for materials or services arising under, and by virtue of the provisions of K.S.A. 58-201, et seq., and any other lien, right, or claim of any nature or kind whatsoever.

The vendor hereby certifies that he or she has carefully examined all of the documents for the project, has carefully and thoroughly reviewed this RFQ, understands the nature and scope of the work to be done; and that this proposal is based upon the terms, specifications, requirements and conditions of the RFQ, and documents. The vendor further agrees that the performance time specified is a reasonable time, having carefully considered the nature and scope for the project as aforesaid.

Shawnee County will use discretion with regards to disclosure of proprietary information contained in any response, but cannot guarantee the information will not be made public. As a governmental entity, Shawnee County is subject to making records available for disclosure pursuant to the Kansas Open Records Act. Any confidential or proprietary information should be clearly marked.

Shawnee county reserves the right to enter into agreements subject to the provisions of the Cash Basis Law (K.S.A. 10-1112 and 10-1113), the Budget Law (K.S.A.79-2935). Agreements shall be construed and interpreted so as to ensure that the County shall at all times stay in conformity with such laws, and as a condition of agreements the County reserves the right to unilaterally sever, modify, or terminate agreement at any time if, in the opinion of its legal counsel, the Agreement may be deemed to violate the terms of such law.

The vendor certifies that this proposal is submitted without collusion fraud, or misrepresentation as to other vendors, so that all proposals for the project will result from free, open, and competitive proposing among all vendors.

QUOTATION NO. 075-21
DATE MAILED 09-03-21
CLOSING 2:00 P.M. 09-23-21

This Request for Quotation, responses thereto and any contract documents will be governed by the law of the State of Kansas. Any dispute arising out of the same will be litigated only within the courts of the State of Kansas.

Vendor agrees that all data, documents, and information, regardless of form that is generated as a result of this Request for Quotation are the property of Shawnee County. The County shall not be liable to reimburse any vendor for the costs of creating, compiling or delivering the same to the County.

By submission of a response, the proposer agrees that at the time of submittal, it: 1) has no interest (including financial benefit, commission, finder's fee, or any other remuneration) and will not acquire any interest, either direct or indirect, that would conflict in any manner or degree with the performance of proposer's services, or 2) benefit from an award resulting in a "Conflict of Interest." A "Conflict of Interest" will include holding or retaining membership, or employment, on a board, elected office, department, division, or bureau, or committee sanctioned by and/or governed by the Board of Shawnee County Commissioners of the County of Shawnee, Kansas. Proposers will identify any interests, and the individuals involved, on separate paper with the response and will understand that the County may reject their proposal at its sole discretion.

No gifts or gratuities of any kind shall be offered to any County employee at any time.

The Proposer certifies that this proposal is submitted without collusion, fraud, or misrepresentation as to other Proposers, so that all proposals for the project will result from free, open, and competitive proposing.

The County is exempt from the payment of Federal and excise taxes and from Kansas sales tax.

*Vendor credit agreements are prohibited. Unless otherwise stated in this document, payment will be made from vendor-submitted invoice(s) via ACH transfer, check or credit card. Shawnee County will not complete any credit application or agree to credit terms supplied by vendor.

CLOSING DATE: Bids will be received until 2:00 p.m. CDT, on the scheduled closing date. The bid portal will not accept any new bids after this time.

SIGNATURE OF BIDS: Each bid must show in the space provided the complete business or mailing address of the bidder and must be signed by him with his usual signature.

WITHDRAWAL OF BIDS: Bids already submitted may be withdrawn upon proper identification of bidder and provided request is received prior to time of closing. Negligence on the part of the bidder in preparing the bid confers no right for the withdrawal after the time set for closing of bids.

NOTICE TO SUCCESSFUL BIDDERS: The successful bidder will be notified by email or telephone as soon as possible after bids have been opened, tabulated, and analyzed.

NOTICE TO UNSUCCESSFUL BIDDERS: Unsuccessful bidders will not be notified.

REGISTER YOUR COMPANY: For a *mandatory* pre-bid meeting, you have to be registered in our bid portal for us to record you as an attendee. If you are not marked as attended, the system

QUOTATION NO. 075-21
DATE MAILED 09-03-21
CLOSING 2:00 P.M. 09-23-21

will not allow you to download a bid. It will also stop you from downloading your bid if you are not registered. Please register. This will allow you to receive our bid requests in the future as well.

PLEASE SUBMIT YOUR BIDS EARLY: In case you have problems getting your bid to download and need assistance, we suggest you do not wait until the last minute. Our system will not allow any bids to be downloaded after 2:00 pm.

All bids submitted before the specified bid closing time shall be opened and properly recorded on the bid tabulation sheet. Subsequent to the bid opening, all bids shall be thoroughly evaluated and a determination made as to their compliance with applicable specifications. The appropriate County department head shall make this determination. Upon completion of the above determination, an analysis of all bids submitted shall be prepared and formally presented to the Board of County Commissioners for acceptance and approval of the lowest and/or best bid. The Board of County Commissioners reserves the right to accept or reject any and/or all bids and to waive any irregularities or informalities therein.

If additional information is required, please contact Michael Cope, Park Police Chief, at 785-251-6831 or Michael.Cope@snco.us.

QUOTATION NO. 075-21
DATE MAILED 09-03-21
CLOSING 2:00 P.M. 09-23-21

SCOPE OF WORK:

Shawnee County is soliciting sealed bids to provide monitoring of intrusion alarm systems, hardware service and the optional upgrade of existing hardware for cellular monitoring and remote programming, per the following minimum requirements.

Parks and Rec location alarms will be available for viewing by scheduling inspections with Michael Cope, Park Police Chief, at 785-251-6831 or Michael.Cope@sncos.org.

Admin location alarms will be available for viewing by scheduling inspections with Nelda Henning, Director of Facilities Management, at 785-251-4490 Nelda.Henning@sncos.org.

All equipment will become the property of Shawnee County and vendor will honor all manufacturer warranties and maintain equipment under such at no additional cost.

Guaranteed service times listed below do not guarantee that problems will be repaired within the specified timeframe, but rather that a technician will be onsite to diagnose and repair problem(s) (normally on the same trip) as soon as possible and within the guaranteed service times.

Any existing contracts for monitoring services will be terminated in accordance with contract terms prior to executing a new contract.

NOTE: Failure to adequately inspect the premises shall not relieve the successful vendor from furnishing any services, materials, equipment, supplies or labor that may be required to carry out the intent of the RFQ and will not incur additional cost to Shawnee County.

MINIMUM REQUIREMENTS

For consideration, all bid responses must include:

1. Monthly pricing per facility.
2. One-time maintenance fee for all systems to include testing of systems and replacement of all device batteries, both hard-wired and cellular.
3. Guaranteed service within twenty-four (24) hours on system-critical problems.
 - a. Critical problems are those that would prevent the system from performing its intended function (e.g., inability to communicate alarm signal, etc.).
4. Guaranteed service within seventy-two (72) hours on system non-critical problems.
 - a. Non-critical problems are those that will not prevent the system from performing its intended function (e.g., low batteries, an alarm zone that can be bypassed, etc.).
5. Reports (openings/closings) that can be accessed via web-based interface.
6. Set labor rate for repair services.
7. Complete warranty/product-support information, including:
 - a. Printed manufacturing specifications.
 - b. Published literature.
 - c. Photos/illustrations of units that the bidder proposes to furnish.
 - d. Specific warranty terms including dealers responsibility.
 - e. Name and location of closest warranty/parts dealer.
 - f. Complete parts list with current component costs.

QUOTATION NO. 075-21

DATE MAILED 09-03-21

CLOSING 2:00 P.M. 09-23-21

OPTIONAL REQUIREMENTS

For consideration, all bid responses must include:

1. Upgrade older DSC and Non-Vista Honeywell units to Honeywell Vista 20 or Vista FB units.
2. Upgrade non-cellular units to cellular service.
3. Upgrade the current fire system at Midwest Health Aquatic Center to cellular or tie both the alarm and fire systems into a single upgraded Vista 32FB system utilizing existing cellular communications.
4. Remote programming of users from a web-based interface or program to accommodate the various user needs at each location.

PARKS AND REC LOCATION INFORMATION

Location Name	Address	Current Communication	Current Equipment Type
Bettis Family Sports Complex	3025 SE Croco Rd	Hardwired (POTS)	Vista 20
Blaisdell Family Aquatic Center	4201 SW Reinisch Pkwy	Hardwired (POTS)	Vista 20
Central Park Community Center	1534 SW Clay St	Hardwired (POTS)	Vista 128FB
Crestview Community Center	4801 SW Shunga Dr	Hardwired (POTS)	Vista 32 FB
Curtis Maintenance Shop and Offices	321 NW Curtis	Hardwired (POTS)	Vista 20
Cypress Ridge Golf Course Maintenance Shop	6921 SW 21st St	Hardwired (POTS)	Vista 20
Cypress Ridge Golf Course Pro Shop	2533 SW Urish Rd	Cellular	Vista 20
Dornwood Park Concession Stand	2500 SE Highland Ave	Hardwired (POTS)	DSC
Dornwood Spray Park	2500 SE Highland Ave	Cellular	Vista 20
Felker Park Maintenance Building	2540 SW Gage Blvd	Hardwired (POTS)	Vista 20
Forbes Golf Course Maintenance Shop	7010 SW Lincoln	Hardwired (POTS)	Honeywell LYNX5100
Forbes Golf Course Pro Shop	700 SW Capehart Rd	Hardwired (POTS)	Vista 20
Gage Park Carousel	4300 SW Reinisch Pkwy	Hardwired (POTS)	Vista 20
Gage Park Mini-Train Depot	620 SW Zoo Pkwy	Hardwired (POTS)	DSC
Garfield Community Center	1600 NE Quincy St	Hardwired (POTS)	Vista 32FB
Garfield Family Aquatic Center	1600 NE Quincy St	Hardwired (POTS)	Vista 20
Great Overland Station	701 N Kansas Ave	Hardwired (POTS)	Concord
Great Overland Station Maintenance	701 N Kansas Ave	Hardwired (POTS)	Vista 20
Helen Hocker Theater Administration Office	700 SW Zoo Pkwy	Hardwired (Network)	Vista 20
Hillcrest Community Center	1800 SE 21st St	Hardwired (POTS)	Vista 32FB
Kossover Tennis Center	2500 SW Gage Blvd	Hardwired (POTS)	Vista 20
Lake Shawnee Campground Office	3435 SE East Edge Rd	Cellular	Vista 20
Lake Shawnee Garden House Garage	3720 SE Yacht Ct	Cellular	Vista 20
Lake Shawnee Girls Softball Complex	3512 SE Leisure Ln.	Cellular	Vista 20
Lake Shawnee Golf Course Maintenance Shop	3619 SE East Edge Rd	Cellular	Vista 20
Lake Shawnee Golf Course Pro Shop	4141 SE East Edge Rd	Cellular	Vista 20
Lake Shawnee Grounds Maintenance	3137 SE 29th St	Hardwired (POTS)	DSC

QUOTATION NO. 075-21

DATE MAILED 09-03-21

CLOSING 2:00 P.M. 09-23-21

Office			
Lake Shawnee Maintenance Shop	3137 SE 29th St	Hardwired (POTS)	DSC
Lake Shawnee Recreation Building	3325 SE Tinman Cir	Cellular	Vista 20
Lakewood Shelter House	2301 SE Lakewood Dr	Cellular	Vista 20
Midwest Health Aquatic Center (Burglar)	2201 SW Urish Rd	Cellular	Vista 20
Midwest Health Aquatic Center (Fire)	2201 SW Urish Rd	Hardwired (Network)	Simplex
Oakland Community Center	801 NE Poplar St	Hardwired (POTS)	Vista 32FB
Old Prairie Town - Multiple Buildings	124 NW Fillmore	Cellular	Vista 32FB
Parks + Recreation Administration Office	3137 SE 29th St	Hardwired (POTS)	DSC
Rice Community Center	432 SE Norwood	Hardwired (POTS)	Vista 32FB
Rueger Park Concessions Building	2801 S Kansas Ave	Hardwired (POTS)	Vista 20
Shawnee County Weed Department	2044 SW Western Ave	Hardwired (POTS)	DSC
Shawnee North Community Center	300 NE 43rd St	Hardwired (Network)	DSC
Shawnee North Family Aquatic Center	300 NE 43rd St	Hardwired (Network)	DSC
Shawnee North Maintenance Shop	245 NE 45th St	Cellular	Vista 20
Velma K. Paris Community Center and Garage	6715 SW Westview Rd	Hardwired (POTS)	Vista 20
Welda Depot	701 N Kansas Ave.	Cellular	Vista 20

ADMIN LOCATION INFORMATION

Location Name	Address	Current Communication	Current Equipment Type
Administration Building	707 SE Quincy	Cellular	Honeywell NFW2-100
North Annex	1515 NW Saline	Hardwired (POTS)	3-Ademco 2-Honeywell

RESPONSES SHOULD INCLUDE

1. Firm Profile – Briefly describe your firm, indicating its size and years in business.
2. Staff Assignments – Provide vendor contact communications information.
3. Guidelines – Exclusively-selected vendor must comply with all local, state and federal guidelines and regulations.
4. References – Provide names, addresses, telephone numbers and/or email addresses of appropriate contact persons for at least three (3) recent clients.
5. Firm's Experience – Describe your firm's experience providing the requested product(s)/service(s).

SELECTION PROCESS

QUOTATION NO. 075-21

DATE MAILED 09-03-21

CLOSING 2:00 P.M. 09-23-21

Shawnee County will make a selection based on the evaluation of proposals, qualifications and reference checks.

NOTE: Shawnee County reserves the right to request additional information or clarification on submissions to ensure fulfillment of the project scope and available funding prior to awarding the bid.

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QUOTATION NO. 075-21
DATE MAILED 09-03-21
CLOSING 2:00 P.M. 09-23-21

Location Name	Monthly Alarm Monitoring Rate
Bettis Family Sports Complex	\$
Blaisdell Family Aquatic Center	\$
Central Park Community Center	\$
Crestview Community Center	\$
Curtis Maintenance Shop and Offices	\$
Cypress Ridge Golf Course Maintenance Shop	\$
Cypress Ridge Golf Course Pro Shop	\$
Dornwood Park Concession Stand	\$
Dornwood Spray Park	\$
Felker Park Maintenance Building	\$
Forbes Golf Course Maintenance Shop	\$
Forbes Golf Course Pro Shop	\$
Gage Park Carousel	\$
Gage Park Mini-Train Depot	\$
Garfield Community Center	\$
Garfield Family Aquatic Center	\$
Great Overland Station	\$
Great Overland Station Maintenance	\$
Helen Hocker Theater Administration Office	\$
Hillcrest Community Center	\$
Kossover Tennis Center	\$
Lake Shawnee Campground Office	\$
Lake Shawnee Garden House Garage	\$
Lake Shawnee Girls Softball Complex	\$
Lake Shawnee Golf Course Maintenance Shop	\$
Lake Shawnee Golf Course Pro Shop	\$
Lake Shawnee Grounds Maintenance Office	\$
Lake Shawnee Maintenance Shop	\$
Lake Shawnee Recreation Building	\$
Lakewood Shelter House	\$
Midwest Health Aquatic Center (Burglar)	\$
Midwest Health Aquatic Center (Fire)	\$
Oakland Community Center	\$
Old Prairie Town - Multiple Buildings	\$
Parks + Recreation Administration Office	\$
Rice Community Center	\$
Rueger Park Concessions Building	\$
Shawnee County Weed Department	\$

QUOTATION NO. 075-21

DATE MAILED 09-03-21

CLOSING 2:00 P.M. 09-23-21

Shawnee North Community Center	\$
Shawnee North Family Aquatic Center	\$
Shawnee North Maintenance Shop	\$
Velma K. Paris Community Center and Garage	\$
Welda Depot	\$
Administration Building	\$
North Annex	\$
TOTAL \$	

TOTAL MONTHLY BID PRICE (PRINTED) _____

One-time maintenance fee	\$	
Labor rate for repairs	\$	Per hour
Hardware upgrade to Honeywell Vista 20 or Vista FB	\$	Per unit
Communications upgrade to cellular	\$	Per unit
Midwest Health Aquatic Center fire system cellular conversion	\$	
Midwest Health Aquatic Center Vista 32 upgrade	\$	
Remote programming	\$	

COMPANY or FIRM NAME

BY: _____

SHOW PAYMENT TERMS _____

SIGNED _____

PRINTED NAME _____

TITLE _____

PHONE _____ FAX _____

E MAIL _____

QUOTATION NO. 075-21
DATE MAILED 09-03-21
CLOSING 2:00 P.M. 09-23-21

Mandatory provisions applicable to contracts of the state and other political subdivisions; cancellation, when; application to subcontract; non-application to certain contract. (a) Except as provided by subsection (c) of this session, every contract for or on behalf of the state or any county or municipality or other political subdivision of the state or any agency of or authority created by any of the foregoing, for the construction, alteration or repair of any public building or public work or for the acquisition of materials, equipment, supplies or services shall contain provisions by which the contractor agrees that:

1. The contractor shall observe the provisions of the Kansas act against discrimination and shall not discriminate against any person in the performance of work under the present contract because of race, religion, color, sex physical handicap unrelated to such person's ability to engage in the particular work, national origin or ancestry.
2. In all solicitations or advertisements for employees, the contractor shall include the phrase, "equal opportunity employer," or a similar phrase to be approved by the commission.
3. If the contractor fails to comply with the manner in which the contractor reports to the commission in accordance with the provisions of K.S.A. 44-1032, the contractor shall be deemed to have breached the present contract and it may be cancelled, terminated or suspended, whole or in part, by the contracting agency
4. If the contractor is found guilty of a violation of the Kansas act against discrimination under a decision or order of the commission which has become final, the contractor shall be deemed to have breached the present contract and it may be cancelled, terminated or suspended, in whole or in part, by the contracting agency.
5. The contractor shall include the provisions of paragraphs one (1) through four (4) inclusively to this subsection (a) in every subcontract or purchase order so that such provisions will be binding upon such subcontractor or vendor. (b) The Kansas commission on civil rights shall not be prevented hereby from requiring reports of contractors found to be not in compliance with the Kansas act against discrimination. (c) The provisions of this section shall not apply to a contract entered into by a contractor: (1) Who employs fewer than four (4) employees during the term of such contract; or (2) Whose contracts with the governmental entity letting such contract cumulatively total five thousand dollars (\$5,000) or less during the fiscal year of such governmental entity.

44-1031. Same; personnel to be used in performing contracts; reports; non-application to certain contractors. Every person, as defined in subsection (a) of K.S.A. 44-1002, who wishes to enter into a contract which is covered by the provisions of K.S.A. 44-1030 shall upon request of the commission, inform the commission in writing of the manner in which such person shall recruit and screen personnel to be used in performing the contract. The report shall be made on forms to be supplied by the commission. The provisions of K.S.A. 44-1030 and of this section shall not apply to any contractor who has already complied with the provisions of such sections by reason of holding a contract with the federal government or a contract involving federal funds.

History: L.1972, ch.184, & 15; L. 1975, ch. 264, & 8; L. 1977, ch. 183, & 2; July 1.