Request for Proposals

King County

Department of Executive Services
Finance and Business Operations Division
Procurement and Contract Services Section
206-684-1681 TTY Relay: 711

Advertised Date: May 5, 2005

RFP Title:	**Mobil Data Computers**
RFP Number:	**RFP 05-022**
Due Date:	**June 9, 2005 - 2:00 P.M.**
Buyer:	Jim Engan, *Jim.engan@metrokc.gov* , (206) 684-1053

Preproposal Conference: A preproposal conference will be held at 10:00 AM on May 16, 2005 in the 8th floor Conference Center, King Street Center, located at 201 South Jackson Street, Seattle, WA 98104.

Proposals are hereby solicited and will **ONLY** be received by:

King County Procurement Services Section
Exchange Building, 8th Floor
M/S: EXC-ES-0871
821 Second Avenue
Seattle, WA 98104-1598

Office Hours: 8:00 a.m. - 5:00 p.m.
Monday - Friday

Note: **This RFP consists of the following Parts:**
Solicitation – Instructions and information about the RFP process and the questions for Proposers
Contract – The Contract King County intends to enter with the selected Proposer.

This Request for Proposal will be provided in alternative formats such as Braille, large print, audiocassette or computer disk for individuals with disabilities upon request.

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ENCLOSURE:

Proposal Submittal Label

DEFINITION OF WORDS AND TERMS APPLICABLE TO THE SOLICITATION

Additional words and terms applicable to the Solicitation and Draft Contract are defined in the Draft Contract

Words and terms shall be given their ordinary and usual meanings. Where used in this Solicitation, the following words and terms shall have the meanings indicated. The meanings shall be applicable to the singular, plural, masculine, feminine and neuter of the words and terms.

Addendum/Addenda: Written additions, deletions, clarification, interpretations, modifications or corrections to the Solicitation documents issued by the County during the proposal period and prior to contract award.

Best and Final Offer: Best and Final Offer shall consist of the Proposer's revised proposal and any supplemental information requested during the evaluation of proposals. In the event of any conflict or inconsistency in the items submitted by the Proposer, the items submitted last govern.

Competitive Range: The Competitive Range consists of the Proposers that have a reasonable chance of selection for Contract award. The Proposal Evaluators (PE) shall conduct the initial evaluation of the proposals considering price and Evaluation Criteria established in the RFP. The PE, Buyer and Project Manager shall compare the evaluations and determine the Competitive Range. The Competitive Range may be farther reduced after the evaluation of additional information, Best and Final Offers and negotiations.

Criteria or Evaluation Criteria: The characteristics of the goods and/or services the County intends to procure. These characteristics will assist the proposers to understand the goals of the County in this procurement and assist the County in the assessment of the Proposers understanding and compliance with the requirements: technical, business and management approach; key personnel; qualification and experience of the Proposer; potential for successfully accomplishing the Contract; risk allocation and the probable cost to the County.

Mobile Data Computers (MDC's): Rugged computers designed to be installed in vehicles. The computers will be required to operate in an environment subjected to shock, vibration, temperature extremes, humidity, liquids and dirt.

Proposal Evaluators (PE): Team of people appointed by the County to evaluate the proposals, conduct discussions, call for Best and Final Offers, score the proposals and make recommendations.

Proposer: Individual, association, partnership, firm, company, corporation or a combination thereof, including joint ventures, submitting a proposal to perform the Work.

Provide: Furnish without additional charge.

RFP: Request for Proposals, consists of the Solicitation document and the draft Contract.

Reference Documents: Reports, Specifications, and drawings that are available to Proposers for information and reference in preparing proposals but not as part of the Contract.

Services: The furnishing of labor, time or effort by a Contractor, including Software Maintenance or Support, custom Software, or consulting but not involving the delivery of any specific manufactured goods.

Solicitation: The document that gives instructions and information about the RFP process and the questions for the Proposers.

Work: Everything to be provided and done for the fulfillment of the Contract and shall include all Software, hardware and Services specified under this Contract, including Contract Changes and settlements.

SECTION 1 - PROPOSAL PREPARATION

1-1 Introduction

The purpose of this Request for Proposals is to establish an indefinite quantities contract for the supply of mobile data computers (MDC's) and associated services. The MDC's will be installed in transit vehicles in accordance with Solicitation Section 4, Technical Specifications.

1-2 Proposal Submission

A. Proposals shall contain all required attachments and information, be sealed and submitted to the County (hereinafter "County"), Procurement and Contract Services Section, Mailstop EXC-ES-0871, Eighth Floor, Exchange Building, 821 Second Avenue, Seattle, Washington 98104-1598 on proposal submittal date.

B. Proposals shall only be accepted from a Contractor or a joint venture submitting a single proposal.

Note: This RFP is available on the Web at *http://www.metrokc.gov/finance/procurement* and by choosing the "**RFPs, RFQs, ITBs**" menu tab, then click the "**New**" menu tab, then click on "**goods & Services**", and look for RFP 05-022. Persons who copy the document from the Internet shall inform the Buyer identified in Solicitation subsection 1-7 Inquires, that they have received the document. If they fail to inform the Buyer, they shall not be notified of Addenda as issued. All Addenda shall be acknowledged in the proposal.

C. No proposals will be accepted after the time and date specified.

Ref: KC CON 7-2-1.7.4.2

1-3 Proposal Signature

Each proposal shall include a completed Contractor Registration Form, Attachment A, signed by an authorized representative of the Proposer.

1-4 Addenda

Each proposal shall include acknowledgment of receipt and review of all Addenda issued during the proposal period.

At any time, if the County changes, deletes, revises, clarifies, increases, or otherwise modifies the RFP, the County shall issue a written Addendum to the RFP.

In considering which firms to notify by Addendum, the County shall consider the stage in the procurement process at which the change occurs and the magnitude of the change, as follows:

A. If proposals are not yet due, the Addendum shall be sent to all firms that, to the knowledge of the County, have received the RFP or acknowledged receipt of the RFP from the web site. (See Solicitation subsection 1-2 Proposal Submission, for location of Addenda on the County's web site.)

B. If the time for receipt of proposals has passed, the Addendum shall be sent only to Proposers with proposals submitted on time to the County.

C. If the proposals have been evaluated, only those proposals determined to be within the Competitive Range shall receive an Addendum.

D. The County reserves the right to extend the proposal submission period or may cancel the original RFP and may issue a new one, regardless of the stage of the procurement process. The new Solicitation shall be issued to all firms originally solicited and to any firms added to the Proposers list.

1-5 Questions and Interpretation of the RFP

No oral interpretations as to the meaning of the RFP shall be made to any Proposer. Questions, requests for interpretation, clarification, addition or deletion of technical or contractual terms shall be submitted to the Buyer identified in Solicitation subsection 1-7, Inquires, at least ten (10) Days before the date established for submitting proposals. Any interpretation or change deemed necessary by the County shall be in the form of an Addendum to the RFP. Addenda will be processed in accordance with Solicitation subsection 1-4 Addenda.

Proposers shall not rely upon any oral statements or conversations with County employees whether at the preproposal conference or elsewhere.

To facilitate and develop appropriate RFP Addenda answering questions and modifying the RFP, questions should be submitted in the following format:

No.	Location in RFP	Details of the question or suggestion.
1	Contract subsection 4-5 second sentence.	

1-6 Schedule

Month/Day/Year	Event
May 5, 2005	Public announcement of Request for Proposals
May 16, 2005	Preproposal Conference ..... Solicitation, subsection 1-8
June 1, 2005	Last written questions due ..... Solicitation, subsection 1-5
June 9, 2005	Proposals due ..... Solicitation, subsection 1-2

PROPOSALS NOT WITHIN THE COMPETITIVE RANGE SHALL BE ELIMINATED FROM THE SELECTION PROCESS**.**

*June 16, 2005	Select finalists for Demonstration Phase
*September 8, 2005	Award Contract and issue Notice to Proceed

*NOTE: Dates preceded by an asterisk are estimated dates. Estimated dates are for information only.

1-7 Inquires

Inquires concerning the procurement process shall be directed **ONLY** to the Buyer Jim Engan at email address: *Jim.engan@metrokc.gov* or at phone number (206) 684-1053 or FAX number (206) 684-1470 or in writing to the County's Procurement & Contract Services Section, Eighth floor, Exchange Building, Mailstop EXC- ES-0871, 821 Second Avenue, Seattle, WA 98104-1598. While the County requires the proposals be delivered in hard copy in accordance with Solicitation subsection 1-2 Proposal Submission, the County prefers to receive all inquires and questions via email.

COMMUNICATIONS CONCERNING THIS RFP WITH OTHER THAN THE LISTED BUYER MAY CAUSE THE PROPOSER TO BE DISQUALIFIED.

1-8 Preproposal Conference

A. A non-mandatory preproposal conference shall be held at 10:00 a.m. on May 16, 2005 in the 8th floor Conference Center, King Street center, located at 201 South Jackson Street, Seattle, WA 98104, all prospective Proposers are strongly encouraged to attend. The intent of the preproposal conference is to assist the Proposers to more fully understand the requirements of this RFP. Proposers are encouraged to submit questions in advance to enable the County to prepare responses; these

questions should be sent to the Buyer identified in Solicitation subsection 1-7, Inquires, two (2) Days before the preproposal conference. Questions and discussions will be encouraged during the preproposal conference.

1-9 Examination of Proposal and Contract Documents

A. The submission of a proposal shall constitute an acknowledgment upon which the County may rely that the Proposer has thoroughly examined and is familiar with the RFP, including any work site identified in the RFP, and has reviewed and inspected all applicable statutes, regulations, ordinances and resolutions addressing or relating to the goods and Services to be provided hereunder.

B. The failure or neglect of a Proposer to receive or examine such documents, work sites, statutes, regulations, ordinances or resolutions shall in no way relieve the Proposer from any obligations with respect to its proposal or to any Contract awarded pursuant to this RFP. No claim for additional compensation shall be allowed which is based upon a lack of knowledge or misunderstanding of this RFP, work sites, statutes, regulations, ordinances or resolutions.

1-10 Cost of Proposals

The County is not liable for any costs incurred by Proposers in the preparation, presentation, testing or negotiation of proposals submitted in response to this RFP.

1-11 Modification or Withdrawal of Proposals Prior to Proposal Due Date

At any time before the time and date set for submittal of proposals, a Proposer may request to withdraw or modify its proposal. Such a request shall be in writing signed by an authorized representative of Proposer as identified in Attachment A, Contractor Registration Form. All proposal modifications shall be written, executed and submitted in the same form and manner as the original proposal.

1-12 Error and Administrative Corrections

The County shall not be responsible for any errors in the proposals. Proposers shall only be allowed to alter proposals after the submittal deadline in response to requests for clarifications or Best and Final Offers by the County.

The County reserves the rights to allow corrections or amendments to be made that are due to minor administrative errors or irregularities; such as errors in typing, transposition or similar administrative errors.

1-13 Compliance with RFP Terms, Attachments and Addenda

A. The County intends to award a Contract based on the terms, conditions, attachments and addenda contained in this RFP and Contract.

B. Proposers shall submit proposals, which respond to the requirements of the RFP. Proposers are strongly advised to not take exceptions to the terms, conditions, attachments and addenda; exceptions may result in rejection of the proposal. An exception is not a response to a proposal requirement. If an exception is taken, a “Notice of Exception” must be submitted with the proposal. The “Notice of Exception” must identify the specific point or points of exception and Provide an alternative. The County may, at its sole discretion, determine that a proposal with a “Notice of Exception” merits evaluation. A proposal with a “Notice of Exception” not immediately rejected may be evaluated, but its competitive scoring may be reduced to reflect the importance of the exception. Evaluation and negotiation shall only continue with the Proposer if the County determines that the proposal continues to be advantageous to the County.

The County reserves the right to reject any proposal for any reason including, but not limited to, the following:

- Any proposal which is: a) incomplete, b) obscure, c) irregular or d) lacking necessary detail and specificity;
- Any proposal that has any a) qualification, b) limitation, c) exception or d) provision attached to the proposal;
- Any proposal from Proposers who (in the sole judgment of the County) lack the a) qualifications or b) responsibility necessary to perform the Work;
- Any proposal submitted by a Proposer who is not registered or licensed as may be required by the laws of the state of Washington or local government agencies;
- Any proposal from Proposers who are not approved as being compliant with the requirements for equal employment opportunity; and
- Any proposal for which a Proposer fails or neglects to complete and submit any qualifications information within the time specified by the County.

C. In consideration for the County's review and evaluation of its proposal, the Proposer waives and releases any claims against the County arising from any rejection of any or all proposals, including any claim for costs incurred by Proposers in the preparation and presentation of proposals submitted in response to this RFP.

D. Proposals shall address all requirements identified in this RFP. In addition, the County may consider proposal alternatives submitted by Proposers that Provide cost savings or enhancements beyond the RFP requirements. Proposal alternatives may be considered if deemed to be in the County's best interests. Proposal alternatives shall be clearly identified.

1-14 Proposal Content Requirements

A. The proposal shall contain the following items and follow the exact sequence outlined below:

1. Optional – Executive Summary or Overview of Proposal – two (2) pages maximum.
2. All Addenda shall be acknowledged in the proposal.
3. Proposals shall respond to the RFP questions listed in Section 5, Proposal Questions.
4. Attachments:

   Attachment A *Contractor Registration Form.*

   Attachment B *Pricing*

   Brochures, booklets or other sales material may be attached to the Proposals (optional).

B. Submit four (4) copies of the proposal and attachments. One original [marked ORIGINAL] shall be unbound to facilitate reproduction. In addition Proposers are encouraged to either enclose copy of their proposal on a CD or email a zipped copy of the proposal to the Buyer after the proposals have been opened.

1-15 Forms Required before Contract Signing

A. The following completed forms will be required from the selected Contractor, prior to Contract award, they are available at *www.metrokc.gov/finance/procurement/forms.asp*

Attachment C Equal Benefit Worksheet and Declaration Form
http://www.metrokc.gov/finance/procurement/documents/U_042_EB_Worksheet_Declaration.doc

Attachment D Personnel Inventory Report – Complete, sign and submit.
http://www.metrokc.gov/finance/procurement/documents/IBISAttachments/ATTACHMENTD Personnel Inventory.doc

Attachment E Affidavit and Certificate of Compliance Regarding Equal Employment Opportunity – Complete, sign and submit.
http://www.metrokc.gov/finance/procurement/documents/IBIS_Attachments/ATTACHMENTE_CertificateOfCompliance.doc

Attachment N 504/ADA Assurance of Compliance – Complete and submit.
http://www.metrokc.gov/finance/procurement/documents/U_027_504_ADA_Compliance.doc

B. Insurance and Endorsement Form

1-16 Collusion

If the County determines that collusion has occurred among Proposers, none of the proposals from the participants in such collusion shall be considered. The County's determination shall be final.

1-17 Proposal Price and Effective Date

A. The proposal price shall include everything necessary for the prosecution and completion of Work under the Contract including but not limited to furnishing all materials, equipment, supplies, tools, plant and other facilities and all management, supervision, labor and Service, except as may be Provided otherwise in this RFP. Proposed prices shall include all freight charges, FOB to the designated delivery point. Washington State sales/use taxes and Federal excise taxes shall not be included in the proposal price. The County shall pay any Washington State sales/use taxes applicable to the Contract price or tender an appropriate amount to the Contractor for payment to Washington State. The County is exempt from Federal excise taxes. All other government taxes, duties, fees, royalties, assessments and charges shall be included in the Proposal price.

B. In the event of a discrepancy between the unit price and the extended amount for a proposal item, the County reserves the right to clarify the proposal.

C. The proposal shall remain in effect for one hundred and twenty (120) Days after the proposal due date.

1-18 Procedure When Only One Proposal Is Received

If the County receives a single responsive, responsible and advantageous proposal, the County shall have the right, in its sole discretion, to extend the proposal due date to conduct any or all of the following with the Proposer: price analysis, clarifications, discussions or negotiations. The Proposer shall promptly Provide all pricing data, documentation and explanation requested by the County to assist in such analysis. By conducting such analysis, the County shall not be obligated to accept the single proposal; the County reserves the right to reject such proposal or any portion thereof.

1-19 Protest Procedures

A. Form of Protest: In order to be considered, a protest shall be in writing, addressed to the Manager of the King County Procurement and Contract Services Section of the Department of Executive Services, and include:

1. The name, address, and phone number of the Proposer protesting, or the authorized representative of the Proposer;
2. The proposal RFP Number and title under which the protest is submitted;

3. A detailed description of the specific grounds for protest and any supporting documentation. It is the responsibility of the protesting Proposer to supplement its protest with any subsequently discovered documents prior to the Manager's decision; and

4. The specific ruling or relief requested.

B. Who May Protest:

1. Protests prior to proposal due date based on Scope of Work or other terms in the RFP document -- any prospective Proposer.

2. Protests following proposal due date -- any Proposer submitting a proposal on time.

C. Time to Protest. Protests based on Scope of Work or other terms in the RFP document shall be received by the County no later than ten (10) Days prior to the date established for submittal of proposals. The County shall receive protests based on other circumstances within five (5) Days after the protesting Proposer knows or should have known of the facts and circumstances upon which the protest is based. In no event shall a protest be considered if all proposals are rejected or after award of the Contract.

D. Determination of Protest. Upon receipt of a timely written protest, the Procurement Manager shall investigate the protest and shall respond in writing to the protest prior to the award of Contract. Except as provided below, the decision of the Procurement Manager shall be final.

E. Reconsideration of Manager's Decision. A financially interested Proposer or Contractor may request that a Manager's adverse decision be reviewed by the Director of the King County Finance and Business Operations Division ("Director") on a reconsideration basis only. The only justifications for reconsideration are (1) new data, relevant to the underlying grounds for protest and unavailable at the time of the protest to the Manager; or (2) the Manager made an error of law or regulation. The following procedures shall be followed for a reconsideration of the Manager's decision:

1. Form of Request for Reconsideration. In order to be considered, a Request for Reconsideration shall be filed with the Director in writing and include:

   a. Name, address, and telephone number of the Person protesting or their authorized representative;

   b. A copy of the written decision of the Manager; and

   c. Justification for a reconsideration by the Director, including all pertinent facts and law on which the Proposer is relying.

2. Time for filing Request for Reconsideration. The financially interested Proposer shall file the Request for Reconsideration no later than five (5) Days of receiving the Procurement Manager's decision.

3. Review of Manager's Decision. Upon receipt of a Request for Reconsideration, the Director or his/her designee shall review (1) the information submitted to and reviewed by the Manager and (2) the decision of the Manager, and shall thereafter issue a final determination regarding the Request for Reconsideration. No other information shall be reviewed unless the basis for the Request for Reconsideration is new data.

F. Failure To Comply: Failure to comply with the procedures set forth herein may render a protest untimely or inadequate and may result in rejection thereof by the County.

1-20 Supported Employment Program

The County encourages the creation of supported employment programs for developmentally and/or severely disabled individuals. The County itself has such a program and is actively seeking to do business

with those Contractors and Consultants that share this employment approach. If your firm has such a program, or intends to develop such a program during the life of this Contract, please submit Documentation supporting this claim with your proposal. If you have questions, or need additional information, please contact the Community and Human Services Division, Developmental Disabilities Division, 206-296-5268.

SECTION 2 -
PROPOSAL EVALUATION AND CONTRACT AWARD

2-1 General

Proposals shall be evaluated and ranked by the Proposal Evaluators (PE) on the basis of the criteria established in this RFP. The PE shall evaluate the proposals submitted in response to the RFP, conduct fact finding, discussions and negotiations with the Proposers in the Competitive Range. The PE may request Best and Final Offers from the one or more potentially acceptable Proposers remaining in the Competitive Range and determine which proposal is the most advantageous to the County for Contract award. The PE recommendation is subject to review and approval.

2-2 Proposal Evaluation

A. The PE shall evaluate each proposal using the criteria set forth in this RFP. If deemed necessary by the PE, written and/or oral discussions, site visits or any other type of clarification of proposal information may be conducted with those Proposers whose proposals are found to be potentially acceptable. Identified deficiencies, technical requirements, terms and conditions of the RFP, costs or prices, and suspected mistakes may be included among the items for discussion. The discussions are intended to give Proposers a reasonable opportunity to resolve deficiencies, uncertainties and suspected mistakes as requested by the PE and to make the cost, pricing or technical revisions required by the resulting changes. In addition, the County may request additional business and administrative information.

B. The PE may find that a Proposer appears fully qualified to perform the Contract or it may require additional information or actions from a Proposer. During negotiations the PE may determine that a proposal is no longer within the Competitive Range, the PE shall then eliminate that proposal from further consideration.

C. The PE may issue to all remaining potentially acceptable Proposers a request for Best and Final Offers. The request shall include notice that discussions are concluded, an invitation to submit a revised proposal with a Best and Final Offer, and a new submittal date and time.

D. The County may advise Proposers that the Best and Final Offers will be scored with revised weights for the Evaluation Criteria; for example pricing, delivery and/or compliance with contract terms may be given additional points. In the event the County determines it will revise the weights of the Evaluation Criteria, the details will be provided in the Request for Best and Final Offers.

E. The County reserves the right to make a Contract award without written and/or oral discussions with the Proposers and without an opportunity to submit Best and Final Offers when deemed to be in the County's best interests.

2-3 Evaluation of Responsiveness and Responsibility

Part of the evaluation process involves a determination of responsiveness and responsibility. The County may request that the Proposer Provide additional information, explanation and Documentation to be used in the determination. The requests for information can occur at any point in the evaluation process. The additional information shall normally be in the following subject areas:

A. Responsiveness

The County shall consider all the material submitted by the Proposer to determine whether the Proposer's offering is in compliance with the terms and conditions set forth in this RFP.

B. Responsibility

1. The County shall consider all the material submitted by the Proposer, and other evidence it may obtain otherwise, to determine whether the Proposer is capable of and has a history of successfully completing contracts of this type. This may include requiring the Proposer to

Provide references from customers who have been provided the same or equivalent goods or Services. References shall include the names and addresses of the parties to whom such goods or Services were provided and the name and phone number of contact Persons with such parties.

2. The following elements shall be given consideration by the County in determining whether a Proposer is responsible:
   a. The ability, capacity and skill of the Proposer to perform the Contract or Provide the service required;
   b. The character, integrity, reputation, judgment and efficiency of the Proposer;
   c. Whether the Proposer has the financial resources and experience to perform the Contract properly and within the times specified;
   d. The quality and timeliness of performance by the Proposer on previous contracts with the County and with other third parties, including, but, not limited to, the relative costs, burdens, time and effort necessarily expended by the County and such governments and agencies in securing satisfactory performance and resolving claims;
   e. The previous and existing compliance by the Proposer with laws relating to public contracts or Services, including, but not limited to, Disadvantaged Business Enterprise (DBE) and equal employment opportunity requirements;
   f. The history of the Proposer in filing claims and litigation on prior projects involving the County or third parties; and
   g. Such other information having a bearing on the decision to award the Contract.
3. Financial Resources

   The PE may request proof of adequate financial resources which would be available to the Proposer for the prosecution and completion of the Work as required. Refusal to provide such information when requested shall cause the proposal to be rejected.

2-4 Evaluation Criteria and process

A. The PE shall score each proposal on the completeness and adequacy of the Proposer's responses to the questions and on additional available relevant information. The Evaluation Criteria, listed in the table below are weighted in accordance with the points available for each subsection and are the basis for evaluation of proposals.

B. Although all elements of a proposal are important, certain aspects of the proposal will be more heavily considered than others, the points available for the various proposal question subsections indicate relative importance. The County will select the proposal(s) for award determined to be the “Best Value” for the County; therefore, the County is not required to select the proposal with the lowest cost or the highest technical score. The County shall select the proposal(s) that, in the County’s sole discretion, is/are the most advantageous to the County, all factors considered.

C. Proposals will be evaluated in two (2) Phases as follows:

Phase No. 1

Proposal Questions	Evaluation Criteria	Points
Business Entity Information; Contacts; Demonstration/Testing and acceptance of Contract Terms, Solicitation subsections Attachment A, List of Contract Exceptions; 5-2, 5-3 and 5-7	• Does the Proposer have the organization and current and projected resources needed to accomplish the Contract and provide future support • Does the Proposer take exceptions to contract terms and how significant are the exceptions • Does the Proposer provide a good Demonstration/Testing plan for evaluating the proposed equipment and services.	100
References and Experiences, Solicitation Subsection 5-4	• Does the Proposer have a history of successfully completing similar projects • Do the business references indicate the Proposer is responsive, competent and qualified to do the work	200
Capability of proposed equipment, software and services, Solicitation subsection 5-5	• Capability of proposed hardware, software and services to meet King County requirements • How well do the proposed warranties meet the needs of the County	300
Pricing, Solicitation Subsection 5-5 and Attachment B	• Do the proposed prices address all the elements of the proposal and statement of work, are they supported, reasonable and competitive	200

Proposers that remain within the competitive range after Phase No.1 may be selected to go on to Phase No. 2 of the evaluation process.

Phase No.2 Evaluation

Demonstration/Testing	200
Total Points	**1,000**

The proposed plan for demonstration/testing submitted in response to Proposal Question 5-7 will be evaluated and modified by the County to develop a standard plan for the Phase No. 2 evaluations.

Phase No.2 of the evaluation process shall be a demonstration/testing of Proposer's MDC installed in a King County Transit van for a period of up to thirty (30) days to evaluate the MDC operational and functional capabilities. In addition the proposer will have to provide evidence of General Liability Insurance with King County as an additional Insured. The proposer will be responsible for all damage to their equipment provided during the testing period. The testing will be in accordance with the Technical Specifications as follows:

1. The MDC ability to perform in a van without being affected by or causing interference with in-vehicle voice and data radio communication or other onboard electronic systems.
2. The MDC ability to perform all functions identified in the RFP and proposal.
3. Screen image clarity and quality under varying operating conditions.
4. Ruggedness of hardware components and construction.
5. Ease of operation for Service Quality Supervisors.
6. Mounting system.

2-5 Competitive Range Procedures

The evaluation of proposals and additional information may result in successive reductions of the number of proposals that remain in the Competitive Range. If applicable to the procurement, the firms remaining in the Competitive Range may be continued in the proposal evaluation process and negotiations.

2-6 Negotiations

The County may enter negotiations with one or more Proposers to finalize Contract terms and conditions. Negotiation of a Contract shall be in conformance with applicable federal, state and local laws, regulations and procedures. The objective of the negotiations shall be to reach agreement on all provisions of the proposed Contract. In the event negotiations are not successful, the County may reject the proposals.

2-7 Insurance Requirements

The Proposer to whom the County awards a Contract pursuant to this RFP shall file with the County evidence of insurance from insurer(s) satisfactory to the County, certifying to the coverages of insurance set forth in this RFP, See Contract Section 3, Insurance Requirements. Such evidence of insurance shall be submitted within ten (10) Days of receipt of a written request from the County.

Failure by the Proposer to submit satisfactory evidence of insurance shall result in rejection of the proposal.

2-8 Contract Award

Contract award, if any, shall be made by the County to the responsible Proposer whose proposal best meets the requirements of the RFP, and is most advantageous to the County, taking into consideration all factors. The County is not required to award a Contract to the Proposer offering the lowest price or highest technical score. The County shall have no obligations until a Contract is signed between the Proposer and the County. The County reserves the right to award one or more contracts as it determines to be in its best interest.

2-9 Public Disclosure of Proposals

This procurement is subject to the Washington Public Disclosure Act, RCW 42.17.250 et seq. Proposals submitted under this RFP shall be considered public documents unless the documents are exempt under the

public disclosure laws. After the selection process has been concluded and both parties have signed a Contract, proposals shall be available for public inspection and copying.

If a Proposer considers any portion of its proposal to be protected under the law, the Proposer shall clearly identify each applicable portion with words such as "CONFIDENTIAL," "PROPRIETARY," or "BUSINESS SECRET." If the County determines that the material is not exempt from public disclosure law, the County shall notify the Proposer of the request and allow the Proposer fifteen (15) Days to take whatever action it deems necessary to protect its interests. If the Proposer does not take such action within said period, the County shall release the portions of the proposal deemed subject to disclosure. By submitting a proposal, the Proposer assents to the procedure outlined in this subsection and shall have no claim against the County on account of actions taken under such procedure.

SECTION 3 - SCOPE OF WORK

3-1 Description of Work

King County PCSS, on behalf of the Department of Transportation, Metro Transit Division, intends to award a Contract for MDCs including the installation of these computers in selected Transit vehicles, see Table 3-1 below. The MDC system shall include a computer, touch screen display, keyboard, mounting hardware and components, software, power module, wiring, and cabling.

Table 3-1

Transit Service Quality Vehicles

#	Vehicle Description
1	Ford E350 – ‘00
2	Ford E350 – ‘00
3	Ford E350 – ‘00
4	Chevrolet Astro
5	Ford F350 pickup – ‘03
6	Ford F350 pickup – ‘03
7	Freightliner Sprinter
8	Freightliner Sprinter
9	Freightliner Sprinter
10	Freightliner Sprinter
11	Freightliner Sprinter
12	Ford E350 – ‘05
13	Ford E350 – ‘05
14	Chevrolet Astro – ‘05
15	Ford F350 pickup – ‘05
16	Ford F350 pickup – ‘05
17	Ford F350 pickup – ‘05
18	Chevrolet Astro
19	Ford E350
20	Ford E350
21	Ford E350

3-2 Contractor Responsibilities

The Contractor shall be responsible for the supply, testing, training, technical support and warranty coverage of the equipment; the installation of the MDC’s in the vehicles identified in Table 3-1 and the provision of documentation consisting of user guides and technical manuals.

Section 4 – TECHNICAL SPECIFICATIONS

4-1 Introduction

King County is soliciting proposals for Mobile Data Computers to be installed in Transit vehicles. The resulting Contract is expected to include in addition to the MDC's, training, documentation, "Help Desk" support, warranty service and either an hourly rate or per call charge to remove an MDC from a vehicle and to install the MDC in another vehicle.

4-2 Background and Project Goal

The Service Quality unit of Transit Operations is responsible for on-street supervision of transit service in King County. There are over 60 service supervisors who are assigned to ten service districts and provide support seven days a week, 24 hours a day. They respond to calls for assistance from both bus drivers and customers and resolve in-service problems. The service supervisors primarily work from vans located in various service districts throughout the County.

Service supervisors do not currently have access to a computer while in the field. The goal of the Service Quality Information System project (SQIS) is to provide software, hardware and wireless data transmission capabilities, enabling first-line supervisors to enter, store, transmit and receive data while within their vans. Project deliverables include providing service supervisors with access to reports, reference information, and custom applications resident on the County WAN, as well as email and basic office computing capabilities (using MS Office).

4-3 Technical Specifications

The following are a list of the technical factors by which the County will rank proposed systems and vendors:

A. **General**

- The system design shall be "open architecture," scaleable, modular, and feature an accessible motherboard and interchangeable components.
- The system's operation shall not interfere with in-vehicle voice and data radio communication or other onboard electronic systems.
- The County places a high value on manufacturer stability as well as product and customer service references**.**

B. **Ruggedness**

Systems shall be sufficiently rugged to function well in their intended environment (see Background section above). Special attention will be paid to environmental specifications for the various components, including:

- Operating and storage temperature ranges
- Operating and storage humidity ranges
- Susceptibility to penetration by solids (e.g. windblown dust) and liquids (e.g. spilled beverage)
- Susceptibility to shock and vibration

Evaluators will consider equipment performance relative to applicable, independent standards such as Mil-Std 810E or NEMA-3.

C. **CPU**

Minimum requirements:

- Processor: 1.6 Ghz Pentium M or Celeron M
- RAM: 256 MB
- Internal hard drive 40 GB storage capacity (option to expand to a larger drive is desirable)
- Internal 3.5”, 1.44 MB (High Density) floppy disk drive
- CD-ROM drive (option to install drive where it is easily accessible to the vehicle operator is desirable).
- Open I/O ports for connecting additional peripheral technologies, including a USB connector, PS/2-compatible mouse and keyboard ports, two 9 pin serial ports, a 25 pin parallel port.
- Video controller capable of supporting 32-bit color and 800x600 resolution, with 2MB VRAM and a 15 pin VGA port.
- Audio controller (SoundBlaster or compatible) providing jacks for the following: microphone input, line input, and h**eadphone/speaker.**
- Two open PCMCIA card slots to accommodate two Type II or one Type III card
- Two expansion slots.

D. **Display**

- Display shall be color-enabled, capable of supporting 800x600 resolution or better, and with a minimum screen size of 12.1” on the diagonal.
- Display shall be sunlight readable (luminescence of at least 1500 nits) and also capable of being easily dimmed by the user.
- Display shall be viewable at an angle with minimal loss of brightness.
- Display brightness and contrast shall not be affected by ambient temperature changes within the vehicle (assuming that the ambient temperature remains within the stated operating temperature range for the display).
- Display mounting location shall not diminish the driver’s ability to see clearly through the vehicle windshield or side windows, or impair operation of vehicle and its components.
- Display shall have touch screen capability; touch capability with gloves is desirable.

E. **Keyboard and Other Input Mechanisms**

- Keyboard shall be PS/2 compliant with the standard US key set and a minimum of 84 keys.
- Keyboard shall be sealed against dust and moisture, meeting NEMA-3 standards or better.
- Keyboard shall have backlit keys for typing in low-light conditions.
- The keyboard shall have an integrated or attachable pointing device (e.g. a touchpad or mouse). Pointing device shall be sealed against dust and moisture.

F. **Power Supply and Management**

- The proposed MDC to run off power input of nominal 12 volts DC, connecting to the host vehicle charging system via an isolation box which protects the MDC and peripheral equipment from voltage spikes, dips, and electrical noise. Proposers shall provide a battery power supply separate from the host vehicle’s battery or provide battery under voltage protection hardware. If used, the vehicle charging system shall charge the auxiliary battery, but running the MDC shall not discharge the vehicle battery.

- Backup power source to allow some MDC use while the host vehicle's engine is off**.**
- Proposed system to provide a "sleep" mode to conserve batter power when the MDC is not in active use.
- Provide a mechanism to perform an automatic, graceful shutdown of the MDC if there is a risk of power loss due to low battery charge.
- Proposed system to include surge protection**.**

G. **Cabling and Component Interconnection**

- Provide all cables required to power and interconnect the above-described components and peripherals. Cabling to conform to specifications and distances as required by the cabling manufacturers.

H. **Software**

- Support the following operating systems: Windows 2000, MS Windows XP.
- Option to purchase system with the preferred operating system pre-loaded by the vendor is desirable.
- Option to purchase system with the current version of MS Office pre-loaded by the vendor is desirable.

I. **Safety and Security**

- All system components shall be capable of being safely and securely mounted in the vehicle. Component placement shall not interfere with driver's ability to safely operate the vehicle.
- When installed according to Proposer specification, system components must not interfere with the passive restraint system use and function, proper airbag deployment, or become dislodged by that deployment.
- The system shall comply with safety standards such as UL, C-UL and IEC 950.

J. **Mounting Hardware**

- The vendor shall supply all mounting hardware necessary to secure and use the computer systems within the Service Supervisor vans.
- Design of the mounting hardware shall be appropriate for operation within the existing vehicle fleet, which consists of Ford E-350 Super Duty vans, Ford F-350 Super Duty Pickups and Chevrolet Astro vans (seats may be stock or have armrests). Easy re-deployment of mounting hardware to similar makes of van vehicles is highly desirable.
- The mounting system shall allow fast, easy access to any controls or equipment blocked by MDC display or keyboard. Such access shall not require the use of any tools.
- In order to perform maintenance on the host vehicle, ease of mounting system de-installation/disassembly and re-installation/re-assembly is highly desirable.
- The keyboard and display shall be located and mounted to ensure ease of use for the MDC operator. Most frequently the MDC will be operated from the driver's side seat, although some passenger-side operation is also likely.

K. **Training**

- The County prefers that training be on-site and employ the "train the trainer" method.
- The Proposer shall propose training approaches for technical support staff. The basic training provided shall be sufficient for County technical personnel to support the mobile data systems and shall cover installation, operation and maintenance of the MDCs, as well as information on

troubleshooting hardware problems and any special requirements necessary to keep the warranty in-force.

L. **Documentation**

- The Proposer shall provide a user manual, or equivalent documentation, for each complete mobile data system.
- The Proposer shall provide technical documentation sufficient to enable support staff to install, maintain, and troubleshoot the mobile data systems, including the components supplying/managing power to the system and mounting hardware. A minimum of two complete sets of technical documentation is to be provided.
- The County shall have the right to duplicate electronic or paper-based documentation for its own internal use.

M. **"Help Desk" Support**

The Proposer shall provide Help Desk technical support to answer questions and assist with troubleshooting hardware-related problems. Note: The County will provide its own end user support.

N. **Warranty Service**

- Minimum of one year parts and labor warranty to be included.
- Option to extend warranty for additional years (coverage for years two through five is desirable).

Section 5 - PROPOSAL QUESTIONS

5-1 General

A. This section contains the proposal questions to be addressed by Proposers. Proposals shall address the questions in the order presented and identify the proposal questions by number. Proposals need to be specific, detailed and straightforward using clear, concise, easily understood language. Proposers are cautioned that it is their responsibility to submit a proposal fully addressing the proposal questions; failure to submit detailed information may adversely impact the evaluation and scoring of proposals.

B. Proposers answering the proposal questions shall examine the entire Request for Proposal document including the instructions, terms and conditions, Scope of Work and applicable standards and regulations. Failure to do so shall be at the Proposers' risk.

C. Solicitation subsection 2-4, Evaluation Criteria, sets forth the weighted maximum scoring points system that will be used for evaluating the proposals. Along with other proposal contents indicated in Solicitation subsection 1-15 A, the Proposer's responses to this Section are intended to provide the PE with the information needed to judge the worthiness of each proposal. The PE will assign points to each proposal based on the guidelines of Section 2, the information provided in the responses to this Section and other available information.

5-2 Business Entity Information

A. Provide the name, address, and telephone number of legal entity with which Contract is to be written.

B. Provide the name, address and telephone numbers of principal officers (President, Vice-President, Treasurer, Chairperson of the Board of Directors, and other executive officers.)

C. Describe the legal status of the Proposer.

D. List the names, titles, and telephone numbers of persons authorized to conduct contract negotiations with the County.

E. Evidence of adequate financial stability is a prerequisite to a Contract award.

5-3 Contacts

A. Provide separate contacts for dealer representative and manufacturer where applicable:

B. Provide names, addresses, telephone numbers, and hours available for local sales and service representatives of the proposing entity.

C. Provide names, addresses, telephone numbers, and hours available for manufacturer sales and service representatives.

5-4 References and Experience

The Proposer's successful experience with past contracts for equivalent Scopes of Work will be evaluated. Therefore, submit any information that documents successfully providing the goods and services required by this RFP. Provide four (4) references of projects of similar size and quantity performed by the Proposer. For these projects, the Work must have been completed within the last five (5) years.

Provide the following information for each project:

- Owner
- Location
- Contact Name, phone number, email address
- Date of Installation

- Value of contract
- Number, type and description of products provided
- Number of on-site personnel trained
- Names of any major suppliers or subcontractors used
- Brief written description of the specific equipment and services provided

5-5 Capability of Proposed Hardware, Software and Services

This section contains questions to be addressed by Proposers. Proposers shall address each question in the order presented below, identifying the proposal question by number. Proposals need to be specific, detailed and straightforward using clear, concise, easily understood language when responding to the questions.

A. General

Describe how the proposed system meets the County's requirements for a design that is "open architecture," scaleable, modular, and that features an accessible motherboard and interchangeable components.

The proposed system shall operate without being affected by, or causing harmful interference to, other in-vehicle electronics.

Describe EMI/EMC and RFI certifications for the proposed system.

Describe other installations where your MDC co-exist without causing interference to, or receiving interference from other in-vehicle electronics; include systems comparable to that proposed for the County and should also be for use in vehicle environments similar to the following:

1. Bearcat UHF/VHF radio scanners, 450 MHz and 800 MHz 2-way radio bands
2. GE, Delta, Motorola radios, 450MHz
3. Various makes of handheld radios, 450MHz

B. Ruggedness

Describe the environmental specifications for the proposed systems. For each list entry, be sure to indicate system performance relative to applicable independent standards such as Mil-Std 810E or NEMA. Where the information is available, supply the name of the standard used; test method/procedure and related useful information). Also, explicitly identify any system components that do not meet the generally applicable environmental standard.

1. Operating temperature ranges
2. Storage temperature ranges
3. Operating humidity ranges
4. Storage humidity ranges
5. Susceptibility to penetration by solids (e.g. windblown dust)
6. Susceptibility to penetration by liquids (e.g. spilled drink)
7. Susceptibility to shock
8. Functional (operational)
9. Crash Hazard (non operational)
10. Susceptibility to vibration

11. Does the proposed system provide any mechanism to prevent the system from being turned on if the ambient temperature is either above or below the operating temperature? Indicate whether such a mechanism part of the standard package or an option.

12. Does the proposed system provide any mechanism to gracefully shut the system down if an operating temperature threshold is reached? Indicate whether such a mechanism part of the standard package or an option.

C. Computer

Describe the following functional characteristics of the Computer.

1. CPU speed and type. Standard: _____ Maximum: _____
2. Memory Standard: _____ Maximum: _____
3. Hard disk drive capacity: Standard: _____ Maximum: _____
4. Internal 3.5" 1.44 MB (HD) floppy disk drive. Standard or Option: _____
5. CD-ROM drive. Standard or Option: _____ Speed: _____
6. Parallel Port
7. Serial Ports
8. Video Controller
9. Keyboard/Mouse Port
10. Cache
11. Number and type interfaces (USB, PCI card slots, other)
12. Number of open PCMCIA slots
13. Number of spare expansion slots
14. Audio Controller
15. Ethernet
16. Speaker
17. BIOS
18. Case and panel

D. Display

Describe the following display attributes:

1. Maximum resolution.
2. Standard screen sizes (diagonal measure) and dimensions of the display unit itself (length/width/depth).
3. Maximum luminescence of the display, using nits as the unit of measure.
4. Maximum viewing angle, in degrees (°), for a user to look at the display without perceiving significant loss of brightness.
5. Can the user dim the display down to "black" without turning it off? Describe how the user controls the display brightness.
6. Are the display's brightness and/or contrast affected by ambient temperature changes within the vehicle (assuming that the ambient temperature remains within the stated operating temperature range for the display)?

7. Does touch-screen operation require a bare hand or will it respond to gloved hands, or contact with objects like a pen or pencil tip?
8. Describe how the touch-screen option impacts any other display attribute (display dimensions, brightness, screen durability, etc.)
9. What are the operating and storage temperatures ranges?
10. Vibration and Shock limitations.
11. Weight and physical dimensions.
12. Housing material finish.
13. Voltage and current.
14. Vehicle Mount
15. Full motion video

E. Keyboard and Other Input Mechanisms

1. Is the keyboard PS/2 compliant?
2. Does the keyboard have the standard US key set? How many keys does it contain? Describe any special key functions that may be unique to your product.
3. What recognized standards (e.g. NEMA-3) does the keyboard meet or exceed with respect to being sealed against dust? Against moisture?
4. Is there a keyboard option providing backlit keys for typing in low-light conditions? If so, how does this option impact any other keyboard attributes (number/type of keys, standards compliance, etc.)?
5. Describe the pointing device options, including type(s) of device, whether the device is sealed against dust and moisture (to what standard), and if the device is integrated/attached to the keyboard.

F. Power Supply and Management

1. Describe the power supply and management system for the proposed system, indicating how it satisfies the Counties stated needs.
2. If provided, what type of auxiliary battery is proposed and what is its ampere-hour capacity?
3. If provided, what type of battery under voltage protection is proposed?
4. How long will the MDC run off the primary or auxiliary battery without the engine running?
5. State the maximum power draw while the proposed system is in sleep mode.

G. Cabling and Component Interconnection

1. Identify any cables required to power or interconnect system components and peripherals.
2. What is the maximum distance between the CPU and the display and/or keyboard allowed by the cable set supplied with the proposed system? Can this distance be extended? If so, describe the necessary changes to the proposed system.

H. Software

1. List which operating systems are currently supported by the proposed system.
2. Can the proposed system be purchased with the one of the supported operating systems pre-loaded?
3. Can the proposed system be purchased with the MS Office 2000 pre-loaded?

I. Safety and Security

Describe how the design of the proposed system promotes the safety of vehicle occupants, including information on:

1. Airbag safety compliance
2. Crash safety compliance
3. Other safety certifications such as UL, C-UL or IEC 950
4. Describe the proposed mounting location for the display, demonstrating that no visibility obstructions occur.
5. Describe any features of the proposed system specifically designed to reduce the risk of theft.

J. Mounting Hardware

1. Is the design of the proposed mounting system appropriate for operation within the existing van fleet, which consists of Ford E-350 Super Duty vans, Ford F-350 Super Duty Pickups and Chevrolet Astro vans? How would it impact the design of the proposed mounting system if the front seats came equipped with armrests?
2. Provide a brief description of how the mounting system provides access to any controls or equipment blocked by the display or keyboard. Indicate whether gaining such access requires the use of any tools.
3. In order to perform maintenance on the host vehicle, ease of mounting system de-installation/disassembly and re-installation/re-assembly is highly desirable. Briefly describe how design of the proposed mounting system addresses this need. If available, supply time estimates for “standard” or “typical” system installations/de-installation.
4. As proposed, can the system be operated easily from the passenger-side seat? Can the keyboard tray be swiveled-over to allow typing by someone sitting on the passenger side? Does the display pivot from right to left?

K. Training

Discuss the proposed training approach for technical personnel who will be responsible for supporting the mobile data systems. Outline the training scope and content and the number of training hours per person. This training will occur at a King County facility. Provide samples of the training materials

L. Documentation

Please supply examples of the documentation you will provide for:

1. End users
2. Technical support staff

M. “Help Desk” Support

Please describe the Help Desk support offered by your company, including:

1. Staffing level
2. Availability
3. Hours of operation (Pacific Daylight and Standard time)
4. Days of the week
5. Holiday coverage
6. Communication options

7. Telephone (indicate if a toll free number is available)
8. Email
9. Fax
10. Web-based
11. The process used for resolving problems with the proposed system, including:
12. Triage of problem priority and severity, along with response time commitments if the problem is not resolved during the initial contact.
13. Steps for problem escalation when a solution is not forthcoming or an implemented solution is unsatisfactory.
14. Problem tracking and status
15. Availability of reporting on the County's technical support utilization, as well as listings of open and resolved MDC system problems.
16. Covered versus non-covered support
17. What technical support is covered under warranty and what support is not?
18. For the non-covered support, describe the charge structure (e.g. incident, flat fee, time-based) and proposed rates.

N. Warranty Service

Please discuss the warranty covering the proposed system. Include information on:

1. What is covered
2. Limitations to coverage, including limits related to changes made by the County after implementation and during ongoing operation
3. When coverage starts and the length of coverage
4. The location and organization of the Proposer's warranty operations and how they are used to support clients such as the County. Address availability of parts, policies with respect to failed parts, repair services and response times.

5-6 Pricing

The Proposer shall identify and provide price(s) for all goods and services proposed including identification and pricing of optional software and operating system in Attachment B.

King County reserves the right to consider the time value of money and any other economic impact factors as deemed appropriate in the evaluation of the proposed pricing. Prices shall remain firm for the initial contract period in accordance with Contract subsection 2-2, Term.

5-7 Demonstration/Testing

The Proposer shall describe in detail its proposed plan(s) for demonstrating that proposed equipment and services meet the specifications of this RFP. The proposed demonstration plan will address but not limited to:

1. MDC Demonstration/Testing as referenced in Solicitation subsection 2-4 Phase No. 2 Evaluation.
2. The professional services and coordination that will be provided/available during the installation and testing of the MDC by King County staff.

Attachment B

PRICE PROPOSAL FOR RFP 05-022 JE

MOBILE DATA COMPUTERS

Proposers shall identify and price all goods and services needed to support the scope of work included in this RFP. Proposers may identify and price optional goods and services as well.

PROPOSAL LABEL

Complete the form below (or reasonable facsimile) and affix to the exterior lower left hand corner of the submission envelope(s), box(es), etc.

URGENT – SEALED PROPOSAL ENCLOSED
Do Not Delay – Deliver Immediately

URGENT

King County

King County Procurement &
Contract Services Section
Exchange Building, 8th Floor
821 2nd Ave., EXC-FI-0862
Seattle, WA 98104-1598

Proposal Number: **RFP 05-022**

Proposal Title: **Mobil Data Computers**

Opening Date: **June 9, 2005 - 2:00 P.M.**

Firm Name:

URGENT