

- **EVALUATION PROCESS OVERVIEW**

- Receive RFP proposals from vendors (August 5) *[DPW staff]*
- Review proposals against criteria described in remainder of this document which is based on RFP Evaluation Criteria from Table 1 in RFP (August 8 - 26) *[NGPOC, Ops, DPW staff, MERA staff, FE]*
- Ask the vendors clarification questions on unclear items (August 29) *[P. Echols]*
- Site visits of other systems and reference checks (August 30 – September 13) *[TBD – NGPOC, Ops, DPW staff, MERA staff]*
- Once clarifications have been received, compare and contrast the proposals including pricing (September 14 - 16) *[FE]*
- Score the proposals (September 21 - 22) *[NGPOC Selection Subcommittee, assist by FE, DPW staff and MERA staff]*
- Request Best and Final proposals/presentation from vendors if necessary (October 3 - 4) *[P. Echols]*
- NGPOC and Executive Board approval to negotiate (October 5) *[NGPOC / E Board assist by FE, DPW staff, MERA staff]*
- Provide notice of intent to award and enter into contract negotiations (October 10 – November 11) *[FE, DPW staff primary, assist by MERA staff]*
- MERA Governing Board approval (November 14 – 18) *[G Board assist by FE, DPW staff, MERA staff]*
- BOS approval (fixed date of December 6) *[P. Echols, assist by FE and MERA staff]*
- Contract execution (December 14) *[P. Echols]*

- **QUALIFICATIONS AND EXPERIENCE**

- Evaluate the history of the company including the number of years in business providing P25 Phase 2 based radio systems as specified in the RFP including descriptions of qualifications
- Review qualifications of organizational personnel and staff including resumes of key project staff
- Verify a minimum of one to a maximum of five references from organizations for which the vendor is currently providing P25 Phase 2 based radio systems similar to the specifications of this solicitation on the Bidder's Qualifications Sheets. Ensure the following information has been provided for each reference:
 - Name of the system

- Description of system and services provided
- Location
- Contact person

- **RESPONSE TO SCOPE OF WORK**

- Verify the Offeror has submitted a complete Compliance Matrix
- Carefully review and analyze requirements where Offeror marked COMPLY WITH CLARIFICATION or EXCEPTION
- Assess system function and approach based on feasibility and ability of Proposed Design to meet or exceed the performance objectives in the Statement of Work
- Evaluate whether System Description describes in great detail the proposed equipment, software, design, and implementation services to be provided for the following items:
 - P25 Radio System, including:
 - Site identification and simulcast cells
 - Network management system
 - Maintenance consoles
 - Voice logging recorders - Interface
 - Backhaul connectivity
 - Site infrastructure
 - Additional subsystems
 - RF coverage predictions
 - Frequency plan
- Review in detail all block diagram(s), equipment layout(s), and equipment list(s) for the Proposed Design
- Verify that Proposed Design includes detailed equipment specification sheets for all proposed equipment
- Verify that Offeror provided a list of all existing and proposed sites, including greenfield sites, that are part of the Proposed Design
- Assess the Offeror's fault tolerant design for system control equipment and simulcast control equipment
- Analyze talk-in and talk-out coverage maps for mobile and portable radios on street
- Verify the system has an expected Grade of Service of 1%

- Assess how Proposed Design is capable of automatically activating different modes of degraded operation in the event of a failure
- Review Offeror's explanation on how the proposed Voice Logging Recorder interface meets the specified technical requirements and functions
- Assess how the proposed Network Management System (NMS) will allow MERA to monitor and ensure proper equipment configuration, operation, and integration of existing systems
- Evaluate the type and size of equipment shelter, tower structure and redundant backup power systems for each proposed new site
- Evaluate the type and size of equipment shelter, tower structure and redundant backup power system modifications for each existing site
- Review Dispatch Console System Description, making sure it describes in detail the proposed dispatch console(s), including hardware, software, design, and services to be provided
- Evaluate the proposed user radio equipment, including hardware, software, and services to be provided
- Compare the multiple tiers of end-user radio equipment available for purchase
- Assess the microwave backhaul system design
- Analyze the Smartphone Interface features, functions, capabilities
- Review the ISSI (external P25 system interfaces offering)
- Evaluate the Fire Station Alerting and Siren Control design
- Assess the Volunteer Fire Paging design
- Evaluate proposed training plan

- **PROJECT PLANS AND SCHEDULES**

- Analyze whether Project Management Plan is comprehensive, tailored to the County's project, and contains the following items:
 - Work Breakdown Structure (WBS)
 - Project scope
 - List of deliverables
 - Project schedule with a detailed Gantt Chart containing the following tasks:
 - Detailed site surveys
 - Detailed path analysis (if adding microwave paths)

- Detailed design review
 - Equipment manufacturing
 - Factory acceptance
 - Equipment delivery
 - System installation (per site, phase, and/or subsystem)
 - System configuration
 - System optimization
 - Acceptance testing
 - Training
 - System cutover
 - System documentation, development and delivery
 - System Acceptance
- Verify that Quality Assurance/Quality Control (QA/QC) plan is tailored to the System being proposed
 - Review sample Staging Acceptance Test Plan (SATP) and verify it is tailored to the System being proposed
 - Analyze whether proposed Coverage Acceptance Test Plan (CATP) is tailored for the County's System, identifies methods the Offeror intends to follow, and the includes following items:
 - Provides sufficient detail that the County can read and understand the procedure
 - Describes the equipment to be used, including user radios and test equipment
 - Describes in detail the methodology to be used for talk-in and talk-out measurements
 - Verify that sample Final Acceptance Test Plan (FATP) is tailored to the System being proposed
 - Assess the procedure for conducting and documenting Final Acceptance
 - Evaluate details on the proposed 30-Day Operational burn-in period
- **WARRANTY, MAINTENANCE, AND SUPPORT**
 - Review Offeror's description of their System, subsystem, and equipment warranty, including copies of all applicable standard support agreements.
 - Assess how Offeror intends to provide on-site support 24 hours a day, 7 days a week, 365 days a year and their 24-hour call center capabilities

- Verify the Proposal identifies the Offeror's qualified service organization(s) that will provide warranty service and repair
- Evaluate how the Offeror will meet the following warranty requirements:
 - Service and repair to be performed 24 hours a day, 7 days a week, 365 days a year
 - Hardware repair and replacement
 - Software and firmware upgrades and back up
- Review procedures to handle System level failures and defects during the warranty period
- Review the software and firmware upgrade support to be provided during the warranty period
- Analyze the list of recommended initial spare parts and equipment, including:
 - All Offeror identified Field Replaceable Units (FRUs)
 - All infrastructure components having no FRUs, but that can cause a critical failure, including all third party equipment items
 - Power supplies
 - Required and/or recommended test, measurement, calibration, and repair kits
 - Recommended diagnostic equipment to support County maintenance activities
- Assess how Offeror plans to provide System lifecycle support to the County for the life of the contract
- **PRICING**
- Verify the Offeror has submitted a complete Pricing Schedule
- Perform a thorough cost analysis of Pricing Schedule, including summary costs, discount structures, site equipment costs, site development costs, and warranty and maintenance costs