

Patricia A. Peshka  
Purchasing Agent



Scott Avedisian  
Mayor

**City of Warwick**  
Purchasing Division  
3275 Post Road  
Warwick, Rhode Island 02886  
Tel (401) 738-2013  
Fax (401) 737-2364

The following notice is to appear on the City of Warwick's website Tuesday, April 4, 2017.  
The website address is <http://www.warwickri.gov/bids>.

**CITY OF WARWICK  
BIDS REQUESTED FOR**

**Bid2017-294 Radio System Maintenance & Repair Services  
for Infrastructure, Portables & Mobiles**

Specifications are available in the Purchasing Division, Warwick City Hall, Monday through Friday, 8:30 AM until 4:30 PM on or after Tuesday, April 4, 2017.

Sealed bids will be received by the Purchasing Division, Warwick City Hall, 3275 Post Road, Warwick, Rhode Island 02886 up until 11:00 AM, Thursday, April 13, 2017. The bids will be opened publicly commencing at 11:00 AM on the same day in the Lower Level Conference Room, Warwick City Hall.

Awards shall be made on the basis of the lowest evaluated or responsive bid price. Please note that no bids can be accepted via email or fax.

Individuals requesting interpreter services for the hearing impaired must notify the Purchasing Division at 401-738-2013 at least 48 hours in advance of the bid opening date.

Patricia A. Peshka  
Purchasing Agent

**PLEASE SUBMIT THIS PAGE WITH YOUR BID**

**Acknowledgement of Addendum (if applicable)**

<b>Addendum Number</b>	<b>Signature of Bidder</b>
_____	_____
_____	_____

COMPANY NAME: \_\_\_\_\_

COMPANY ADDRESS: \_\_\_\_\_

COMPANY ADDRESS: \_\_\_\_\_

BIDDER'S SIGNATURE: \_\_\_\_\_

BIDDER'S NAME (PRINT): \_\_\_\_\_

TITLE: \_\_\_\_\_ TEL. NO.: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_\*

\*Please include your email address. Future bids will be emailed, unless otherwise noted.

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**II. AWARD AND CONTRACT:**

The CITY OF WARWICK, acting as duly authorized through its Purchasing Agent/Finance Director/Mayor (delete if inapplicable), accepts the above bid and hereby enters into a contract with the above party to pay the bid price upon completion of the project or receipt of the goods unless another payment schedule is contained in the specifications. All terms of the specifications, both substantive and procedural, are made terms of this contract.

DATE: \_\_\_\_\_

Bid2017-294

\_\_\_\_\_

Purchasing Agent

**CERTIFICATION & WARRANT FORM\***

**This form must be completed and submitted with sealed bid.  
Failure to do so will result in automatic rejection.**

Any and all bids shall contain a certification and warrant that they comply with all relevant and pertinent statutes, laws, ordinances and regulations, in particular, but not limited to Chapter 16-Conflicts of Interest, of the Code of Ordinances of the City of Warwick. Any proven violation of this warranty and representation by a bidder at the time of the bid or during the course of the contract, included, but not limited to negligent acts, either directly or indirectly through agents and/or sub-contractors, shall render the bidder's contract terminated and the bidder shall be required to reimburse the City for any and all costs incurred by the City, including reasonable attorney fees, to prosecute and/or enforce this provision.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
Address

**\*This form cannot be altered in any way**

**CITY OF WARWICK  
NOTICE TO BIDDERS**

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If you received this document from our homepage or from a source other than the City of Warwick Purchasing Division, please check with our office prior to submitting your bid to ensure that you have a complete package. The Purchasing Division cannot be responsible to provide addenda if we do not have you on record as a plan holder.

Bids received prior to the time of the opening will be securely kept, unopened. No responsibility will be attached to an officer or person for the premature opening of a bid not properly addressed and identified. No bids shall be accepted via facsimile or email.

The opening of bids shall be in the order established by the posted agenda and the agenda shall continue uninterrupted until completion.

Once an item has been reached and any bids on that item has been opened, no other bids on that item will be accepted and any such bid shall be deemed late.

The contractor will not discriminate against any employee or applicant for employment because of physical or mental handicap for any position for which the employee or applicant is qualified and that in the event of non-compliance the City may declare the contractor in breach and take any necessary legal recourse including termination or cancellation of the contract.

A bidder filing a bid thereby certifies that no officer, agent, or employee of the City has a pecuniary interest in the bid or has participated in contract negotiations on the part of the City, that the bid is made in good faith without fraud, collusion, or connection of any kind with any other bidder for the same call for bids, and that the bidder is competing solely in his own behalf without connection with, or obligation to, any undisclosed person or firm.

All bids should be submitted with one (1) original and one (1) copy in a sealed envelope, which should read: *YOUR COMPANY NAME* plainly marked on the exterior of the envelope as well as "Bid2017-294 Radio System Maintenance & Repair Services for Infrastructure, Portables & Mobiles."

All bids should be written in ink or typed. If there is a correction with whiteout, the bidder must initial the change.

Negligence on the part of the bidder in preparing the bid confers no rights for the withdrawal of the bid after it is open.

Any deviation from the specifications must be noted in writing and attached as part of the bid proposal. The bidder shall indicate the item or part with the deviation and indicate how the bid will deviate from specifications.

The IRS Form W-9 available on [www.warwickri.gov](http://www.warwickri.gov) should be completed and submitted with the bid if the bidder falls under IRS requirements to file this form.

The successful bidder must provide the City of Warwick with an original certificate of insurance for general liability in a minimum amount of \$1 million. The certificate of insurance must name the *City of Warwick as the additional insured* and so stated on the certificate with the bid name and bid number. It is the vendor's responsibility to provide the City of Warwick with an updated certificate of insurance upon expiration of the original certificate.

When a bid is awarded to a corporation, limited liability company or other legal entity, prior to commencing work under the awarded bid, that corporation, company or legal entity may be required to provide to the Purchasing Agent a Certificate of Good Standing dated no more than thirty (30) days prior to the date upon which the bid award was made.

The successful bidder will provide said Certificate of Insurance and Certificate of Good Standing (if required) within ten (10) calendar days after notification of award or the City reserves the right to rescind said award.

Prices to be held firm June 1, 2017 through May 31, 2018. Term contracts may be extended for one additional term upon mutual agreement unless otherwise stated.

The contractor must carry sufficient liability insurance and agree to indemnify the city against all claims of any nature, which might arise as a result of his operations or conduct of work.

The City is exempt from the payment of the Rhode Island Sales Tax under the 1956 General Laws of the State of Rhode Island, 44-18-30, Paragraph I, as amended.

The Purchasing Agent reserves the right to reject any and all bids, to waive any minor deviations or informalities in the bids received, and to accept the bid deemed most favorable to the interest of the City.

The successful bidder must comply with all Rhode Island Laws applicable the public works projects, including, but not limited to provisions of Chapter 13 of Title 37 of the Rhode Island General Laws, pertaining to prevailing wage rates, and all other applicable local, state and federal laws.

The City reserves the right to terminate the contract or any part of the contract in the best interests of the City, upon 30-day notice to the contractor. The City shall incur no liability for materials or services not yet ordered if it terminates in the best interests of the City. If the City terminates in the interests of the City after an order for materials or services have been placed, the contractor shall be entitled to compensation upon submission of invoices and proper proof of claim, in that proportion which its services and products were satisfactorily rendered or provided, as well as expenses necessarily incurred in the performance of work up to time of termination.

No extra charges for delivery, handling or other services will be honored. All claims for damage in transit shall be the responsibility of the successful bidder. Deliveries must be made during normal working hours unless otherwise agreed upon.

All costs directly or indirectly related to the preparation of a response to this solicitation, or any presentation or communication to supplement and/or clarify any response to this solicitation which may be required or requested by the City of Warwick shall be the sole responsibility of and shall be borne by the respondent.

If the respondent is awarded a contract in accordance with this solicitation and the respondents bid or response and if the respondent fails or refuses to satisfy fully all of the respondents obligations thereunder, the City of Warwick shall be entitled to recover from the respondent any losses, damages or costs incurred by the City as a result of such failure or refusal.

The City reserves the right to award in part or full and to increase or decrease quantities in the best interest of the City.

Any quantity reference in the bid specifications are estimates only, and do not represent a commitment on the part of the City of Warwick to any level of billing activity. It is understood and agreed that the agreement shall cover the actual quantities ordered during the contract period.

The City reserves the right to rescind award for non-compliance to bid specifications.

**The successful bidder must adhere to all City, State and Federal Laws, where applicable.**

## **Warwick Police Department**

### **Invitation to Bid** **Radio System Repair Services for Infrastructure, Portables, and Mobiles** **1 Year Contract**

#### **Description:**

The Warwick Police Department seeks to solicit bids from qualified vendors for a one year service contract covering service, maintenance, and repair for the Police Department's radio system fixed infrastructure and subscriber fleet. This service expects 24x7 on call response to system issues for the purposes of restoring public safety communications followed by any necessary maintenance or repair during regular business hours to return the system to its normal state.

The Police system currently in use is an analog UHF voted conventional repeater system.

#### **Contract Period:**

The service contract shall be for a one-year period commencing 6/1/17 which is the end of the current contract. The contract expires 5/31/2018. The service contract may be renewable at the consent of both parties for one additional year.

#### **Qualifications:**

Respondents that will be considered must meet or exceed the following minimum requirements:

- Shall have a minimum of five (5) qualified technicians with either a FCC or Naber certification.
- Shall be an authorized Motorola Service Center, Premier Service Partner and a Motorola Wireless Network Solutions Elite Specialist Certification for Point to Point Wireless Solutions. Bidder shall submit a copy of their Premier Service Partner and CSC certificates.
- Shall be located within a distance of 75 miles from the City of Warwick.
- Shall be familiar with conventional voted communication systems.
- Shall have factory training on all the products and systems being used by the City
- Bidders must have a valid and current TV, and Radio Dealer license issued by the State(s) of Rhode Island, Massachusetts, and/or Connecticut. A copy of the license shall be submitted with the bidder's response. Bidder shall have no less than (2) CET Master Certified Technicians and provide certificates with their response
- Shall provide evidence of experience in servicing a minimum of five other VHF/UHF analog public safety systems comprised of equipment sufficiently equal to this installation.

Respondent must be able to provide complete routine preventive maintenance with all required parts, supplies, and must make prompt repairs in the event of equipment failure. The respondent shall offer complete hardware and software on-site service. The respondent shall provide prompt repair service should a failure occur and have access to local parts support and a technical support from the manufacturer for any equipment in use in this system.

**Partial Inventory:**

Motorola MCC5500 Consoles  
Motorola Quantar repeaters  
Motorola AstroTAC RECEIVERS  
MTR2000 Receivers  
MTR2000 Base Station  
Motorola SpectraTAC comparator w/signal modules  
Spectracom GPS Clock  
MCS2000 Mobile Radios  
XTL Series Mobile Radios – Conventional and Trunked  
HT1000 Portable Radios  
XTS 2500 Series Portable Radios – Conventional and Trunked  
APX 4000 Series Portable Radios  
APX 4500 Series Mobile Radios

**Bid Requirements:**

The successful bidder shall dedicate a representative whose sole function is contract administration in order to assure that the City is receiving the level of service specified. This individual shall be identified in the bidder's response.

The bidder's costs are to include all parts and labor. Radio reprogramming and software support is included at no charge in the contract price.

The successful bidder shall complete annual fixed equipment preventive maintenance checks and annual mobile and portable preventive maintenance checks. This report shall be submitted along with all system recommendations and associated upgrades. A written report including detailed results of these checks shall be provided at least once per year.

Successful bidder is responsible for pickup of all portables, pagers and miscellaneous equipment from department's location. The service provider is responsible for returning the repaired units back to the department within five working days. All units shall be thoroughly inspected and a preventive maintenance check shall be performed. Each repair shall result in a work ticket being generated detailing the repairs made, parts used, and repair time.

The successful bidder shall respond to all service calls within the following time frame:

- Call back on all service calls within 30 minutes
- On site within one hour on all emergency calls
- On site for routine service calls within 24 hours from initial contact
- All service work that is scheduled outside of the service contract shall be completed within three days from notification

There shall be no exceptions to this requirement.



The successful bidder shall stock an adequate supply of replacement parts necessary to maintain the City's system. Only OEM factory approved replacement parts shall be used to repair any defective component. Bidders shall maintain an adequate stock of replacement components and electronic boards for rapid restoration. Service shall be provided for all components, exclusive of antennas, feed lines, control cables, batteries, and microphones.

The successful bidder is required to maintain the following test equipment:

- Two way radio service monitor with encryption testing capabilities
- Spectrum and network analyzers for all frequency bands
- RSS compatible portable computers with the appropriate operating software
- All current versions of RSS for all products associated with the system.

The successful bidder shall ensure:

- Each technician will have a thorough understanding of the equipment to be maintained as well as a prerequisite technical background.
- Each technician who works on a transmitter, in compliance with the FCC regulations will have a minimum of a Second class Radiotelephone, Radiotelegraph, or equivalent licenses.
- Each technician is scheduled, on a regular basis, to attend advanced schools or classes to improve proficiency in trouble shooting and servicing procedures
- Bidder's facility must be certified by ETA and provide verification of being a Certified Service Center (CSC). Complete service during the life of this system will be provided.

Bidder's facility shall have an in-house warranty repair depot certified to perform repairs internal to the radio as needed under the manufacturer's warranty period and beyond warranty expiration.

The successful bidder shall also provide support from the manufacturer's system or factory support center. This depot shall be equipped with equipment necessary to perform component level repairs to boards and equipment that cannot be performed in the field. Equipment sent for repair shall be returned within five working days. All equipment shall be fully checked, preventive maintenance performed and cleaned prior to return. Exchange or loaner boards shall be available on a 24-hour basis without additional cost.

All changes and improvements that are made to the Motorola R56 installation guideline will result in the City's system being reviewed to ensure that most current techniques are employed. The cost for this will be included in this service plan.

As part of this contract, the successful bidder is responsible for supplying engineering services and technical support. The successful bidder shall provide assistance in the planning and designing of communications systems and solutions. This shall include but not be limited to:

- Detailed propagation surveys in the event of transmitter or receiver relocation
- FCC licensing support in the event of licensee renewal or system modifications
- Maintain a detailed system diagram in the event of system changes or reconfiguration
- Coordination with telephone vendors on telephone line issues
- System interference and inter-modulation issues should external RF interference become present in the radio system
- Provide technical assistance or support should a complex or complicated problem arise

- Address transmitter site compatibility issues

It is incumbent upon the bidder to visit the radio location sites and perform a detailed inventory of the equipment to be covered since numerous pieces of ancillary equipment is tied to this system. For the purposes of this contract all fixed equipment connected to the system is considered covered under this bid. The equipment inventoried herein is our best estimate at this time.

Since certain work may be performed on a time and material basis, bidders shall quote an hourly rate for work radio system work not covered under this service contract. Bidders shall also quote an hourly rate for tower work or overhead repair or alterations not covered under this service contract. Bidders may wish to quote a per unit price schedule for radio installations.

During the term of the contract, the City may wish to purchase various parts and accessories. Each bidder shall quote a discount offered off manufacturer's list price that will be held for the term of the contract.

**Items Under Bid:**

Qty	Model and Description		Unit	Extended
5	Motorola MCC5500 Console positions with associated equipment stack and all accessory and interface boards.		\$	\$
5	Motorola Quantar Astro Repeater		\$	\$
11	Motorola Astro TAC Satellite RX's		\$	\$
4	MTR2000 Satellite Receivers		\$	\$
4	Motorola SpectraTAC Comparators, 5 SQM		\$	\$
1	Spectracom GPS Clock		\$	\$
8	Motorola Console stations: 6-UHF, 1- VHF, 1- 800MHZ		\$	\$
1	Parts and Materials Not Covered Above	Percentage Off List	%	
<b>Annual Fixed Cost:</b>				\$
1	Radio Bank Repair Service for:			\$
	HT1000 Portable	Per Instance		\$
	XTS2500 Portable	Per Instance		\$
	XTS2500 800 Trunked Portable	Per Instance		\$
	MCS2000 Mobile	Per Instance		\$
	XTL1500 Mobile	Per Instance		\$
	XTL2500/5000 800 Trunked Mobile	Per Instance		\$
	APX4000 Portable	Per Instance		\$
	APX4500-Mobile	Per Instance		\$
	Parts and Materials Not Covered Above	Percentage Off List	%	
1	Radio System Service Agreement for:			
	Labor – Non Contract	Per hour	\$	
	Tower Work – Non Contract	Per hour	\$	
		Minimum hours		

**Additional Considerations:**

The City reserves the right, at Its sole discretion, to reject any and all bids.

Payment for this contract will be administered via a Draw-Down Purchase Order. The City maintains sufficient funds in this P.O. account to cover the initial annual fixed cost payment and for the anticipated per instance costs as they occur. The City may increase the allotment to the Draw-Down account as necessary. The annual fixed cost will be billed to this draw down account at the time of award and again at the first anniversary of the award.

Respondents may wish to offer an optional second year contract extension with no price increase.

No rates may increase during this contract.

The City may elect to reject any bid solely based on exclusions, conditions, or stipulations added by the bid respondent.

**Pre Bid Conference:**

A pre bid conference will be made available if requested. The Pre Bid Conference will be scheduled 7 calendar days following the date of Notice of Bid. The Pre Bid Conference is not mandatory.

**Contact:**

Sergeant William E. DeFeo  
Warwick Police Department  
Administrative Services Division  
401-468-4356

Sergeant Brian Mulcahey  
Warwick Police Department  
401-468-4313

Communications Support Technician  
Christopher Cunningham  
Warwick Police Department  
401-468-4361

**CITY OF WARWICK**

**BID AND CONTRACT FORM**

**TITLE OF SPECIFICATION: Bid2017-294 Radio System Maintenance & Repair Services for Infrastructure, Portables & Mobiles**

**I. BID:**

WHEREAS, the CITY OF WARWICK has duly asked for bids for performance of services and/or supply of goods in accordance with the above-indicated specifications.

The person or entity below does irrevocably offer to perform the services and/or furnish the goods in accordance with the specifications, which are hereby incorporated by reference in exchange for the bid price below;

This offer shall remain open and irrevocable until the CITY OF WARWICK has accepted this bid or another bid on the specifications or abandoned the project.

The bidder agrees that acceptance below by the CITY OF WARWICK shall transform the bid into a contract. This bid and contract shall be secured by Bonds, if required by the specifications.

**Pricing as Submitted**