

City of Roseville RFP Compliance Workbook

INSTRUCTIONS FOR COMPLETING DOCUMENT

In the tab named "Compliance Matrix", proposers are to provide a value for each identified requirement from the RFP. For each requirement, proposers shall enter their point value in each cell of the "Proposer Response" column (only those cells with a light-blue highlight), according to the following scale:

<p>For items that are specified as "Mandatory" in the "Priority" Column</p>	<p>Respond with "Comply" if your proposal MEETS or EXCEEDS the requirement AS SPECIFIED. The County will assume a response of "Comply" indicates the requirement is satisfied and that the proposer understands the requirement.</p>
<p>Mark in the "Proposer Response" Column:</p>	<p>Respond with "Exception" if your proposal DOES NOT MEET the requirement AS SPECIFIED. Please provide a description of exactly how your proposal varies from the County's requirement(s) in the "Comments Section". Proposers are encouraged to comply with all Mandatory items to ensure that their proposal response is deemed responsive. At the discretion of the County, any Mandatory items that are not marked as "Comply" shall deem the submitted proposal as non-responsive.</p>
<p>For items that are NOT specified as "Mandatory" in the "Priority" Column</p>	<p>Respond with a 3 if your proposal or proposed system MEETS or EXCEEDS the requirement AS SPECIFIED. The County will assume a response of "3" indicates the requirement is satisfied in both outcome and method without any modification to user operation.</p>
<p>Mark in the "Proposer Response" Column:</p>	<p>Respond with a 2 if your proposal or proposed system does LESS THAN WHAT IS SPECIFIED and your firm believes it can still meet the intent of the requirement because your offering provides the intended outcome but requires adjustment to the method of user operations. For example, if a user operation is required and your offering provides for the same outcome of that operation but it provides it through a different method (such as a different type of button-press), respond with a 2. Please provide a description of exactly how the method of your offering varies from the County's requirement(s) and how you feel it meets the overall intent for the outcome of the requirement in the "Comments Section".</p>
	<p>Respond with a 1 if your proposal or proposed system does LESS THAN WHAT IS SPECIFIED. Please provide a description of exactly how your offering varies from the County's requirement(s) in the "Comments Section", including the parts of the requirement that are and are not met by your offering.</p>
	<p>Respond with a 0 if your proposal or proposed system cannot meet any part of the intent of the requirement(s).</p>

Proposers must provide explanations, clarifications, details, etc. to any requirement that is assigned a value of "Exception", 2 or 1. (Such comments are not required for values of "Comply" or 3 as such a designation implies that proposer meets the requirement exactly as stated. Similarly, such comments are not required for point values of 0 as such a designation implies that proposer cannot in any way meet either the letter or the intent of the requirement.) Such narrative is to be provided in the specific section of the Response Document that is designated in the corresponding "Comments Section" column.

Any "Proposer Response" cell that is not assigned a value by the proposer will be assigned a value of "0" by the County.

Requirement Priorities	
Priority	Definition
Mandatory	Requirements that are either a statutory requirement for RFP responses submitted to the County or are required to ensure a baseline for comparison of received proposals. Items marked as Mandatory are required and cannot be omitted or cannot be left blank
Critical	In the County's view, a requirement that affects the overall viability of the project - Inability to meet a requirement of Critical priority jeopardizes user participation in the system.
High	In the County's view, an extremely important requirement - Inability to meet a requirement of High priority will prevent end users from performing their duties, or prevent overall system operation as envisioned.
Medium	In the County's view, an important requirement - Inability to meet a requirement of Medium priority will affect the way in which end users perform their duties, or affect overall system operation as envisioned.
Low	In the County's view, a requirement that is not important - Such a requirement would be "nice to have" but users can complete their duties without it, or the system can operate as envisioned.
Informational	Items that provide background for informational purposes or as a section header.

COMMENTS SECTION

Please include sufficient detail in your proposal narrative to ensure that the County understands your proposal and how it meets or exceeds our requirements. If insufficient detail is provided to confirm your ability to meet the requirement, or if the County finds through its research and review that the proposer does not meet the intent of the requirement; the County reserves the right to reduce the value of the numeric value submitted.

Vendor Name:

Vendor Name:				
Section	Section Description	Priority	Proposer Response	Comments
1.0	DEFINITIONS	Informational		
1.1	Terms	Informational		
1.2	Abbreviations	Informational		
2.0	INTRODUCTION	Informational		
2.1	Statement of Purpose	Informational		
2.2	Project Overview	Informational		
3.0	PRELIMINARY SCOPE OF PRODUCTS AND SERVICES	Informational		
3.1	Outline of Anticipated Product Features and Services	Mandatory		
3.2	Project Development	Mandatory		
4.0	REQUIREMENTS STATEMENT	Informational		
4.1	Eligibility Requirements	Mandatory		
4.2	Licensure, Certification and Accreditation Requirements	Mandatory		
4.3	Warranty Requirements	Mandatory		
5.0	SCHEDULE OF EVENTS	Informational		
6.0	GENERAL INFORMATION REGARDING PROPOSALS	Informational		
6.1	Submission of Proposals	Informational		
6.2	Withdrawal of Submitted Proposals	Informational		
6.3	Modification of Submitted Proposals	Informational		
6.4	Proposer Investigations	Informational		
6.5	Expenses Incurred in Preparing Proposals	Informational		
6.6	Right to Reject Proposals	Informational		
6.7	Public Records and Trade Secrets	Informational		
6.8	Conflict of Interest	Informational		
7.0	REQUIRED FORMAT OF PROPOSALS	Informational		
7.1	General Instructions and Information	Mandatory		
7.2	Introductory Letter	Mandatory		
7.3	Signature Affidavit	Mandatory		
7.4	Table of Contents	Mandatory		

Vendor Name:

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Section	Section Description	Priority	Proposer Response	Comments
7.5	Business Profile	Mandatory		
7.6	Quality Assurance Capabilities	Mandatory		
7.7	Cost Proposal	Mandatory		
7.8	Additional Documentation	Mandatory		
7.9	References	Mandatory		
7.1	Evidence of Insurability and Business Licenses	Mandatory		
7.11	Exceptions, Objections and Requested Changes	Mandatory		
7.12	Required Attachments	Mandatory		
8.0	EVALUATION CRITERIA AND SELECTION PROCESS	Informational		
9.0	CONTRACT DEVELOPMENT	Informational		
9.1	Contract Negotiation Process	Informational		
9.2	Scoping Meetings	Informational		
9.3	Award of Professional Services Agreement	Informational		
9.4	Contractual Requirements	Mandatory		
10.0	MODIFICATION AND CORRECTION	Informational		
10.1	Requests for Clarification or Correction	Informational		
10.2	Addenda	Informational		
11.0	CANCELLATION OF THE REQUEST FOR PROPOSALS PROCESS	Informational		
	ATTACHMENT B – PRODUCT FEATURES AND REQUIREMENTS			
1.0	INTRODUCTION	Informational		
2.0	SIMULCAST CONTROL SUBSYSTEM SPECIFICATIONS AND REQUIREMENTS	Medium		
2.1	Required Components	Medium		
2.1.1	Subsystem Control	Medium		
2.1.2	Network Management	Medium		
2.1.3	Interconnection	Medium		
2.1.4	Spare Equipment	Medium		
2.2	Simulcast Operation Requirements	Medium		
2.2.1	Non-Captured Delay Areas	Medium		
2.2.2	Signal Processing	Medium		

Vendor Name:

		Vendor Name:		
Section	Section Description	Priority	Proposer Response	Comments
2.2.3	System Optimization	Medium		
2.3	P25 Conventional Feature Requirements	Medium		
2.3.1	Group Voice Call	Medium		
2.3.2	Emergency Alarm	Medium		
2.3.3	Emergency Group Call	Medium		
2.3.4	Individual Voice Call	Medium		
2.3.5	Radio Check	Medium		
2.3.6	Call Alert	Medium		
2.3.7	Inhibit and Uninhibit	Medium		
2.3.8	Encryption	Medium		
2.3.9	GPS Location (Optional)	Low		
2.4	Non-P25 Conventional Feature Requirements	Low		
2.4.1	Over-The-Air Programming (Optional)	Low		
2.5	Expansion Requirements	Low		
2.6	Reliability Requirements	High		
2.6.1	System Reliability	High		
2.6.2	Equipment Reliability	High		
2.6.3	Points of Failure	High		
2.7	P25 Network Management Feature Requirements	Low		
2.7.1	Fault Management	Low		
2.7.2	Configuration Management	Low		
2.7.3	Accounting Management	Low		
2.7.4	Performance Management	Low		
2.7.5	Security Management	Low		
2.8	Network Management Architecture Requirements	Low		
2.8.1	Network Management Design	Low		
2.8.2	Administrative Access	Low		
2.8.3	Data Recovery	Low		
2.8.4	Monitoring	Low		

Vendor Name:

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Section	Section Description	Priority	Proposer Response	Comments
3.0	RF SUBSYSTEM SPECIFICATIONS AND REQUIREMENTS	Low		
3.1	Required Components	Medium		
3.1.1	Digital RF Subsystem	Medium		
3.1.2	Analog RF Subsystem	Medium		
3.2	P25 and Non-P25 Conventional and Network Management Feature Requirements	Medium		
3.3	Antenna System Requirements	Medium		
3.3.1	Required Equipment	Medium		
3.3.2	Quality Control	Medium		
3.4	Coverage Requirements	High		
3.4.1	Coverage Areas	Critical		
3.4.2	Coverage Reliability	High		
3.4.3	Radio Configuration	Medium		
3.4.4	TSB-88 Compliance	High		
3.4.5	Regulatory Compliance	High		
3.4.6	Coverage Testing Criteria and Specifications	Medium		
3.5	Expansion Requirements	Medium		
3.6	Reliability Requirements	High		
3.6.1	System Reliability Requirements	Hgi		
3.6.2	Equipment Reliability Requirements	High		
3.6.3	Points of Failure	High		
3.7	Equipment Requirements	Medium		
3.7.1	Radio Repeaters	Medium		
3.7.2	Spare Equipment	Medium		
4.0	MICROWAVE BACKHAUL SUBSYSTEM SPECIFICATIONS AND REQUIREMENTS	Low		
4.1	Network Microwave Link Requirements	Medium		
4.1.1	Frequency Band Coverage	Low		
4.1.2	Modulation	Medium		
4.1.3	Adaptive Modulation	Medium		
4.1.4	Radio Transmitter Performance	Medium		

Vendor Name:

		Vendor Name:		
Section	Section Description	Priority	Proposer Response	Comments
4.1.5	Synchronization	Medium		
4.1.6	System Protection Features	Medium		
4.2	Equipment Requirements	Medium		
4.2.1	Radio Units	Medium		
4.2.2	Antennas	Medium		
4.2.3	Power Supply and Power Consumption	Medium		
4.2.4	Regulatory Compliance	Medium		
4.2.5	Spare Equipment	Medium		
4.3	System Management Requirements	Medium		
4.3.1	Network Management	Medium		
4.3.2	Security Management	Medium		
5.0	PORTABLE SUBSCRIBER RADIO SPECIFICATIONS AND REQUIREMENTS	Low		
5.1	P25 Conventional Feature Requirements	Medium		
5.1.1	Group Voice and Broadcast Group Call	Medium		
5.1.2	Emergency Alarm	Medium		
5.1.3	Emergency Group Call	Medium		
5.1.4	Individual Voice Call	Medium		
5.1.5	Radio Check	Medium		
5.1.6	Call Alert	Medium		
5.1.7	Inhibit and Uninhibit	Medium		
5.1.8	Encryption (Optional)	Low		
5.1.9	GPS Location (Optional)	Low		
5.2	Non-P25 Conventional Feature Requirements	Low		
5.2.1	Over-The-Air Programming (Optional)	Low		
5.2.2	Man-down functionality (Optional)	Low		
5.3	Operational Requirements	Medium		
5.3.1	Mode of Operation Requirements	Medium		
5.3.2	Vote Scan Requirements	Medium		
5.3.3	Vocoder Requirements	Medium		
5.3.4	Performance Requirements	Medium		
5.3.5	Programming Requirements	Medium		

Vendor Name:

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Section	Section Description	Priority	Proposer Response	Comments
5.4	Auxiliary Equipment Requirements	Medium		
5.4.1	Connectors	Medium		
5.4.2	Batteries	Medium		
5.4.3	Battery Charger Units	Medium		
5.4.4	Accessory and Programming Equipment	Medium		
6.0	MOBILE SUBSCRIBER RADIO SPECIFICATIONS AND REQUIREMENTS	Low		
6.1	P25 Conventional Feature Requirements	Medium		
6.1.1	Group Voice and Broadcast Group Calls	Medium		
6.1.2	Emergency Alarm	Medium		
6.1.3	Emergency Group Call	Medium		
6.1.4	Individual Voice Call	Medium		
6.1.5	Radio Check	Medium		
6.1.6	Call Alert	Medium		
6.1.7	Inhibit and Uninhibit	Medium		
6.1.8	Encryption (Optional)	Low		
6.1.9	GPS Location (Optional)	Low		
6.2	Non-P25 Conventional Feature Requirements	Low		
6.2.1	Over-The-Air Programming (Optional)	Low		
6.2.2	Mobile Scanning	Low		
6.3	Operational Requirements	Medium		
6.3.1	Mode of Operation Requirements	Medium		
6.3.2	Vote Scan Requirements	Medium		
6.3.3	Vocoder Requirements	Medium		
6.3.4	Performance Requirements	Medium		
6.3.5	Programming Requirements	Medium		
6.4	Auxiliary Equipment Requirements	Medium		
6.4.1	Physical Component Requirements	Medium		
6.4.2	Connector Requirements	Medium		
6.4.3	Programming Equipment and Software Specifications	Low		

Vendor Name:

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Section	Section Description	Priority	Proposer Response	Comments
7.0	RADIO CONTROL STATION SPECIFICATIONS AND REQUIREMENTS	Low		
7.1	Desktop Mobile Control Stations	Medium		
7.2	Console Backup Control Stations	Medium		
8.0	GENERAL EQUIPMENT SPECIFICATIONS AND REQUIREMENTS	Low		
8.1	Electrical Requirements	Medium		
8.1.1	Radio Equipment	Medium		
8.1.2	Non-Radio Equipment	Medium		
8.2	Storage, Mounting and Access Requirements	Medium		
8.2.1	Storage Requirements	Medium		
8.2.2	Mounting Requirements	Medium		
8.2.3	Access Requirements	Medium		
8.3	Cabling Requirements	Medium		
8.3.1	Connection Requirements	Medium		
8.3.2	Punch Block Requirements	Medium		
8.3.3	Labeling Requirements	Medium		
8.3.4	Routing Requirements	Medium		
8.4	Grounding Requirements	Medium		
8.4.1	Antenna Line Requirements	Medium		
8.4.2	Transmission Line Requirements	Medium		
8.4.3	Ground Bus Bar Requirements	Medium		
8.4.4	Equipment Rack Grounding Requirements	Medium		
8.5	Transient Voltage Surge Suppression Requirements	Medium		
8.5.1	Lightning Arrestor Requirements	Medium		
8.5.2	Surge Protective Device Requirements	Medium		
8.5.3	Transmission Line Entrance Panel Requirements	Medium		
9.0	MAINTENANCE AND SUPPORT SPECIFICATIONS AND REQUIREMENTS	Low		
9.1	Parts and Service Availability Requirements	Medium		
9.2	Priority Requirements	Medium		

Vendor Name:

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Section	Section Description	Priority	Proposer Response	Comments
9.2.1	System Failure	Medium		
9.2.2	Component Failure	Medium		
9.2.3	Minor Service Interruptions	Medium		