

**REQUEST FOR INFORMATION
(R.F.I.)**

ISSUE DATE: June 24, 2020

RFI DUE DATE: September 24, 2020
RFI DUE TIME: 2:00 P.M.

DELIVERY LOCATION: Cooke County Auditor's Office
101 S Dixon St
Gainesville, TX 76240

RFI TITLE: Radio Communications
RFI NUMBER: R.F.I. 20-06
(RFI NUMBER MUST BE SHOWN ON THE OUTSIDE OF ENVELOPE)

DIRECT ALL INQUIRES TO: Debbie Poynor
Purchasing Agent
purchasing@co.cooke.tx.us

Notice To All Interested Parties: Subject to the conditions, provisions and the enclosed specifications, sealed submittals will be received at this office until the stated date and time.

Notice to Suppliers: Cooke County is requesting information for the purchase and installation of equipment to enhance radio communications throughout Cooke County for all necessary departments. This request for information is thereby not a procurement. Cooke County does not intend to pay compensation for any work that may result from this survey.

If Cooke County elects to move forward, we reserve the right to make the equipment purchase utilizing an authorized purchasing Co-op.

Cooke County reserves the right to retain all submittals for a period of 120 days and to reject any, and all submittals and to waive any informalities and/or irregularities thereof.

SECTION A

GENERAL REQUIREMENTS AND INFORMATION

R.F.I. 20-06

1. SUBMITTAL RETURN DATE

A. One (1) sealed submittal will be received by Cooke County until 2:00 P.M. September 24, 2020 at the location described below.

Cooke County
Auditor's Office
101 S Dixon St
Gainesville, TX 76240

B. Submittals will not be considered if submitted after the deadline specified.

C. Submittals should be enclosed in packages plainly marked on the outside as:

- a. **REQUEST FOR INFORMATION – Radio Communications**
- b. **R.F.I. #20-06 - DUE: 2:00 P.M., September 24, 2020**

2. ADDENDA TO RFI & EXHIBITS

A. If any Addenda are issued, a good faith attempt will be made to deliver a copy to all prospective Submitters who were given the R.F.I. by Cooke County or obtained a copy of it from the Cooke County website and notified the Purchasing Agent that they were in receipt of a copy of the R.F.I.

B. However, prior to submitting the submittal, it shall be the responsibility of each submitter to contact the Cooke County Purchasing Agent to determine if Addenda were issued and, if so, to obtain such Addenda for attachment to the Submittal.

C. Addenda will be made available at the Cooke County website:
www.co.cooke.tx.us

D. Submitters should either acknowledge receipt of such Addenda in their submittal, or attach the cover page of such Addenda to their submittals.

E. This RFI and all exhibits will be made available at the Cooke County website.

3. INTERPRETATIONS/CLARIFICATIONS

No oral interpretations will be made to any firm as to the meaning of any item(s) contained in this document. Every request for such an interpretation must be in writing via email only, addressed to Debbie Poynor, Purchasing Agent at purchasing@co.cooke.tx.us. Significant interpretations or clarifications will be made by an addendum to the R.F.I. document, which will be sent as promptly as is practicable to all persons to whom the specifications have been issued by Cooke County. All such addenda shall become part of the contract documents.

The Purchasing Division will be unable to respond to questions received after the specified time frame.

4. PUBLIC RECORDS

All documents, reports, Submittals, submittals, working papers, or other materials prepared by the vendor pursuant to this proposal shall become the sole and exclusive property of the Cooke County, and the public domain, and shall not be the property of the vendor. Vendors are advised that all information disclosed as part of the R.F.I. process is considered part of the public domain by the laws of the State of Texas. Vendors will not submit pages marked “proprietary” or otherwise restricted. Cooke County reserves the right to reproduce the submittals for the purpose of evaluation. The vendor shall not copyright, or cause to be copyrighted, any portion of said items submitted to Cooke County because of this solicitation.

5. RIGHTS OF COOKE COUNTY IN R.F.I. PROCESS

- A. Cooke County reserves the right to cancel the entire Request For Information.
- B. Cooke County reserves the right to remedy or waive insignificant technical or immaterial errors in the Request For Information or in the Submittals.
- C. Cooke County reserves the right to request any necessary clarifications or proposal data without changing the terms of the submittal.
- D. Cooke County reserves to itself the right to adopt or use for its benefit, any concept, plan, or idea contained in any proposal.

6. RESPONSE PREPARATION COSTS

- A. Issuance of this R.F.I. does not commit Cooke County, in any way, to pay any costs incurred in the preparation and submission of a response.
- B. The issuance of this R.F.I. does not obligate Cooke County to enter into nor will it result in a contract for any services or equipment.
- C. All costs related to the preparation and submission of a response shall be paid by the respondent.

7. AMERICANS WITH DISABILITIES (ADA)

Cooke County complies with the ADA and upon appropriate notification will make reasonable accommodations to permit individuals with disabilities to participate in solicitations issued by this County.

SECTION B

SPECIAL CONDITIONS /SPECIFICATIONS

R.F.I. 20-06

1. INTENT

Cooke County is requesting information for the purchase and installation of equipment to enhance radio communications throughout Cooke County for all necessary departments.

Scoring and award is anticipated as a result of this RFI. This RFI is meant to solicit information noted above with the purpose of enhancing radio communication throughout Cooke County for all necessary departments. Scoring will be 30% price, 20% time, 25% references and 25% percentage of guaranteed coverage.

2. MINIMUM SPECIFICATIONS

- A. Submitters will be provided a copy of a recent coverage study. Submitters may use this study or may conduct a study at their expense.
- B. Provide a solution and cost to transition Cooke County Sheriff's Office to 700/800 MHZ.
- C. Provide a solution and cost to upgrade current VHF capacity
- D. Provide an interim solution and cost to transition from VHF to 700/800 MHZ that will allow Cooke County to communicate with local agencies not currently on 700/800 MHZ.
- E. Provide a solution for redundant capability utilizing microwave and fiber optic.
- F. Could current Cooke County equipment be used as trade-in?
- G. Is it possible that radios with high wattage could reduce the cost of infrastructure?
- H. Pros and Cons to a Hybrid System.
- I. Do multi-band radios exist?
- J. Estimated time to completion.

3. SUBMISSION REQUIREMENTS

Please respond to this Request for Information using the following format for your response:

A. COMPANY INFORMATION

- Name
- Company Address
- Company Point-of-Contact for RFI Response
- Point-of-Contact Phone Number
- Point-of-Contact Email Address
- Length of Time Company has been in existence