

**911 Center Remodel**

 **Introduction / Project / Service Description**To remodel La Crosse County’s current 911 dispatch center while the center is still in operation. The 911 Center is located at 333 Vine Street, La Crosse, WI,54601.

**RFP Schedule**

The following is a list of the important dates for activities related to the RFP process. La Crosse County reserves the right to change these dates and will post the changes on its web site.

|  |  |
| --- | --- |
| Activity | Date |
| RFP released | January 8, 2025 |
| Submission of proposals | January 22, 2025 |
| Judiciary and Law Committee Meeting  | February 11, 2025 |

 **Tour of 911 Center**Vendors may schedule a tour of the 911 Center by contacting David Steinberg, 911 Administrator.

dsteinberg@lacrossecounty.org

608.785.9860

### Contacts for submission of questions

Scope of Work:

 David Steinberg, 911 Administrator
 dsteinberg@lacrossecounty.org

 608.785.9860

Procurement Process Questions:

Bryan Jostad, Purchasing Manager
bjostad@lacrossecounty.org

608.785.5879

**Scope of Work**

**Objectives**To remodel the current dispatch center while the center is still in operation.

To replace carpet, 7 consoles and add an 8th, and cabinetry in our 1075 square foot center.

**Project / Service Approach**

Must have proven project management to coordinate radio and phone vendors plus our IT and facilities departments for this project.

**Outcomes expected**

Your company must be able to replace carpet and consoles while the center is in operation.

Vendor must be able to provide and install consoles and carpet.

Must provide onsite consultation for accurate measurements and detailed CAD renderings of proposed remodel.

Consoles must have sit and stand capabilities, integrated heat, fan and lighting. Also, desktop USB ports, integrated Cable management. Integrated adjustable Monitor stand for 6, 24-inch monitors in a stacked 3 x 3 configuration. Task indicator lights. Vented PC cabinets for up to 4 mid-sized towers per console that provide for easy access. All consoles must also include personal storage areas. Must be able to accommodate an under the desk keyboard tray for a second phone system keyboard.

Must provide behind the monitor back lighting.

**Project Service Timeline**

3rd or 4th quarter of 2025

**Cost of Project / Service**

1. Vendors shall provide a total fixed cost that is broken down by equipment and
 service.
2. Vendors shall propose an invoicing schedule. The invoicing schedule shall be
 mutually agreed upon by La Crosse County and the selected vendor.

**Vendor Qualifications

Organization Information**

Name of the contact person and contact information (email address, phone number, etc.).

**Relevant Experience**

 Organizations shall provide information regarding experience with similar projects &
 organizations.

 **How to respond to this RFP.**

1. **Provide project narrative regarding the Scope of Work**
2. **Provide Cost of Project**
3. **Provide Vendor Qualifications**

**Evaluation of Proposals**

**Evaluation Criteria**

La Crosse County will evaluate the proposals using the criteria described below.

|  |  |
| --- | --- |
| Category | Points |
| Qualifications | 50 |
| Scope of Work | 100 |
| Cost of Project | 50 |
| Total | 200 |

 **Evaluation**

The proposals will be reviewed by an evaluation team. The evaluation team may contact vendors regarding their proposals.

 **Submission of Proposals**\*RFP Terms and Conditions document is located on the La Crosse County RFP webpage
 <https://lacrossecounty.org/home/business/requests-for-proposals/requests-for-proposal>

All proposals shall be submitted in complete original form using the [DemandStar Network](http://network.demandstar.com/for-government/) as the procurement information notification and document distribution system. ***DemandStar*** will also serve as the proposal collection destination.

**Proposals submitted will be marked as 911 Center Remodel and must be submitted to *DemandStar* no later than CST 10 am, January 22, 2025**

**Proposals received after the above date and time will not be reviewed.**

Opening of Proposals

The proposals will be publicly opened at CST 10:05 am, January 22, 2025, in the following location:

911 Center
333 Vine Street
La Crosse, WI
54601

At that time, the names of vendors who properly submitted proposals will be announced. Announcement of the names of the vendors who submitted proposals is not a guarantee that the proposals otherwise comply with the specifications of this RFP.

Vendors may attend the Opening of Proposals virtually. Please contact Bryan Jostad at least 24 hours in advance.

**End of RFP**