

# **Greene County, NY Emergency Services**

## **Request for Qualifications**

### **911 communications support**

**Issued: Monday December 4, 2023**

**RFQ Due Date**

**2:00 P.M. Eastern Time**

**December 22, 2023**

**Return submission to:  
Greene County Emergency Services  
911 Communications Support  
25 Volunteer Drive  
Cairo, NY 12413**

**[emergency@gc911eoc.com](mailto:emergency@gc911eoc.com)**

## Background and Description

The county of Greene is seeking proposals to update/renew the roster of qualified 911 communications support companies to provide assistance to the Department of Emergency Services (DES) and other county departments as may be designated. The DES is charged with maintaining the emergency communications systems in which police agencies, EMS agencies and Fire departments rely on to protect the lives and property of those within the county.

The DES operates Motorola equipment on a VHF system at a primary and backup 911 center, eight communications tower sites, and several communications support resources.

## Project Scope:

Under the direction of the Department of Emergency Services, support companies will assist the county with one or more of the following services and may respond to one or more of the following categories:

1. **Tower equipment installation, replacement, and maintenance services** which includes tower climbing, installing, inspection, and repairing or replacing antennas, feedlines, grounding systems, ice shields, weatherproofing, bolts, fasteners, ground kits, etc.,
2. **Radio services** to include installation, repair, replacement and/or software updates of radio equipment, testing of radio equipment, antennas, feedlines, and simulcast network equipment.
3. **Backhaul services** to include design, installation, and maintenance of microwave/point-to-point systems, and interconnection with existing fiber services at the associated sites.
4. **Professional Radio Engineering services** to include coverage mapping, system designs, FCC licensing and other regulatory compliance services. The company providing this service must have no financial stake in any company providing services to Greene County Emergency Services.
5. **Inspection services** to include all aspects of a radio communications site including written reports and recommendations.

## **Form of Proposal:**

Electronic or paper proposal must include the following:

- Letter of proposal indicating the consultant's interest;
- Respondents must specify the categories in which they are proposing to provide services.
- Brief description of the firm's qualifications, principals, and areas of particular expertise.
- A list of clients and relevant projects.
- A remuneration schedule showing hourly rates for project team members and any other supplemental expenses typically incurred for the described services, which will become the fee schedule for the contract period. Contracts will be extended on a yearly basis affording an update to the remuneration schedule.
- NYS Vendor Certification(s), as applicable, on the NYS Contract System for any vendor that is certified as a Minority or Women-Owned Business Enterprise (MWBE). If applicable, provide the Vendor DBA, Certification Types, and Certification numbers.

## **Company Selection:**

Staff of the Department of Emergency Services will review proposals. Greene County may conduct interviews with one or more respondents. The Greene County Legislature will authorize the DES to enter into contracts with one or more companies. All respondents will be notified of the selection as soon as possible after the submission deadline.

## **Special Conditions:**

- The selection of a company shall not guarantee any minimum amount of services under the contract;
- Greene County reserves the right to reject any or all proposals; to negotiate any elements of a proposal; to conduct interviews at its sole discretion; and to solicit and/or select contractors outside of the scope of this RFQ;
- Greene County assumes no responsibility or liability for costs incurred by respondents to this RFQ, including any requests for additional information, interviews, or negotiations; and
- All applicable State and Federal rules and regulations must be adhered to by the consultant including stipulations on equal opportunity employment, affirmative action, nondiscrimination, civil rights, prevailing wage, Americans with disabilities, and record keeping.

- Greene County anticipates that this RFQ will meet its needs for consultants to complete the aforementioned services, and is conducting this process in accordance with the procurement rules and procedures established and known at the time of the release of this RFQ. Contract language with the successful consultant (s) shall include the appropriate State and Federal language regarding the provision of services to the County.
- Greene County requires its consultants working on New York State funded projects to meet any employment and business goals imposed on grant awards through Executive Law 15-A for the State's Minority and Women Business Owned Enterprise contracting program (MWBE).
- Companies working on Grant funded projects will be required to submit staffing forms and vendor responsibility profiles as required by the specific grant project.
- Companies working on county projects will be required to be in compliance with all county policies related to workplace violence, sexual harassment, and Title VI Non-discrimination requirements
- Any vendor working at the 911 center or backup center must provide proof of compliance with CJS Site Security 5.12

**Evaluation Criteria:**

Greene County shall at its sole discretion, select the most qualified firm(s), based on the best value evaluation of the following criteria:

- Relevance of previous experience;
- Prior experience with the County of Greene or comparable municipal entities;
- Demonstrated capacity to complete assignments and manage complex projects in a timely manner;
- Minority and/or women owned business enterprise; and
- Cost effectiveness of proposed remuneration schedule.

**Deadline for Submission**

Proposals are due no later than 2:00 p.m. on December 22, 2023, and shall be directed to Daniel King, Deputy Director, Greene County Emergency Services 25 Volunteer Drive, Cairo, NY 12413 Inquiries may be addressed to [emergency@gc911eoc.com](mailto:emergency@gc911eoc.com) or 518-622-3643.