



June 26, 2020

Don Gaetz, Chair
Florida Triumph Gulf Coast, Inc.
Post Office Box 12007
Tallahassee, Florida 32317

Re: Wakulla County First Responder Communication System Project

**BOARD OF
COUNTY COMMISSIONERS**

Mike Stewart
Chairman, District 3

Ralph Thomas
Vice-Chairman, District 1

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District 2

Quincee Messersmith
District 4

Charles Hess, Ph.D.
District 5

J. David Edwards
County Administrator

Heather J. Encinosa
County Attorney
(850) 224-4070

Dear Mr. Gaetz,

Wakulla County submitted an application to Triumph this past May, seeking \$2.8 million in funding for a new first responder communication (com) system. The County estimated that it would need up to \$750,000.00 to procure the services of a professional consultant to assist the County with assessing its needs and other services as described on the enclosed proposed scope of services. The estimated cost for a new com system was \$2.25 million.


County staff have since spoken with vendors who provide and support com systems and were advised that the costs estimates in the application should be adjusted. The adjustments reduce the estimated costs for consulting services to \$150,000.00 and increases the com system estimated costs to \$7,000,000.00 for a total estimated project cost of \$7,150,000.00. The County is therefore requesting to amend its application to reflect the following estimated project costs:

County Match:	\$ 150,000.00
<u>Triumph Funding:</u>	<u>\$7,000,000.00</u>
Total :	\$7,150,000.00

This letter also confirms that should the County be awarded the \$7 million in Triumph funding for the procurement and installation of the com system equipment that the County will expended its \$150,000.00 in match for the needed consulting services.

Your consideration and acceptance of the costs adjustments is very much appreciated.

Sincerely,



David Edwards
County Administrator

/stk

Office of Intergovernmental Affairs
Post Office Box 1263
Crawfordville, FL 32326
(850) 926-0919 x 705
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Enclosure

INTENT AND GENERAL INFORMATION

Wakulla County, Florida Request for Proposals No. 2018-XX, is soliciting proposals from qualified businesses registered to do business in the State of Florida for professional consulting services to assist the County with replacing its First Responder Communication System (System), which includes but is not limited to an *investigative phase* to identify needs and coverage gaps as well as a summary of systems used by counties contiguous to Wakulla County and/or similar in population and geography; a *remedy phase* to provide options, recommendations, specifications or other documents for a replacement system; a *procurement phase* to assist with procurement activities; and an *implementation phase* for the successful installation of a new system and user training.

SCOPE OF SERVICES

BACKGROUND:

Wakulla's current first responder communication system is aging and incompatible with communication systems used by other federal, state and local public service agencies and it utilizes VHF and UHF which causes numerous issues with communication during first responder incidents. This creates a serious safety issue and concern putting citizens and property at risk during emergencies and/or multi-jurisdictional situations when Wakulla County cannot receive or transmit calls with other public safety agencies within or outside Wakulla County.

During accidents or emergency situations Wakulla County works closely with federal, state and other local public agencies. This is in part due to the fact that Wakulla County covers 736 square miles and is the first responder for 911 calls or for mutual aide, especially within the following areas:

- Coverage must extend into Leon County as EMS units transport to Hospitals in Tallahassee.
- Coast line running from Jefferson County to Franklin County and four major rivers: Ochlockonee, St. Marks, Wakulla and Sopchoppy; or approximately 129 square miles of water.
- Approximately 552 square miles of undeveloped public lands that includes Wakulla Springs State Park, Ochlockonee River State Park, St. Marks National Wildlife Refuge, and Apalachicola National Forest.
- Approximately 165 miles of state roads.
- Franklin, Liberty, Leon, Gadsden, Jefferson and Taylor counties are either contiguous or within close proximity to Wakulla County.
- At this time the Wakulla's antiquated first responder radio communication system does not have readily accessible replacement parts to repair the system in an expedient manner. This can cause excessive delays in replacing and/or repairing system components. Lapse in service

Include the name of the person(s) who will be authorized to make representations for the Proposer, their title(s), address(es), and contact number(s).

This summary should be no more than four (4) pages.

TAB 2 –PROJECT UNDERSTANDING/PROJECT APPROACH

Provide a comprehensive narrative statement that illustrates the Proposer’s understanding of the requirements of the project, Services and technical assistance being sought by the County. At a minimum, describe:

1. Understanding of First Responder Communication Systems and challenges of rural counties, especially those with dense, large acreage forest.
2. Recommended project approach to provide requested services.
3. Recommended quality assurance and technical procedures to be utilized to implement the recommend project approach specific to the County.
4. Other recommended service not specifically mentioned in the scope of services but related to the services requested. Clearly title as “Additional Recommended Services.”

TAB 3 – ORGANIZATION AND ABILITY OF PROPOSER AND STAFF

1. Illustrate the Proposer’s organizational chart as it relates to Proposer’s services in accordance with this RFP, indicating key personnel and each individual’s relationship to the scope of services, especially the Project Manager and/or Technical Consultant. Indicate the general and specific project related capability.
2. Indicate the adequate depth and abilities from within the organization which can be drawn upon as needed, to include: management, technical and support staff.
1. Include a list of all proposed key staff on the project team and a minimum of one (1) paragraph but not more than one (1) page about each team member including his or her role in this RFP, relevant knowledge and experience he or she brings to the project team and any relevant current certifications or licensure.
3. State the Proposer’s location and accessibility to the County throughout the project term.

TAB 4 – RELEVANT FIRM EXPERIENCE

2. Company/firm background.
3. Summarize related services and experience within the last ten (10) years, related to the Services.
4. Describe specific project(s) completed in the last ten (10) years having similar or greater relative size and complexity.

TAB 5 – MANAGEMENT PLAN FOR THE PROFESIONAL CONSULTING SERVICES

1. Describe in-house capabilities of the firm to provide project scheduling and management plans to accomplish the Services.

4.7 Special Conditions: The Successful Proposer:

1. Shall not substitute project members or subcontractors named in its Proposal prior to written approval by the County.
2. Shall provide the County with all signed forms, certificates and bonds as required by the RFP prior to signing the Contract.
3. Shall acknowledge and accept contract language that affirms that the resulting contract from this RFP.
4. Shall report on progress not less than monthly to the Contract Manager.

SECTION 6.0 EVALUATION OF PROPOSALS AND SELECTION PROCESS

CRITERIA	Weight
1. Understanding/Project Approach	20
2. Organization and Ability of Consultant and Staff	20
3. Relevant Firm Experience	20
4. Management Plan for Consulting Services	20
5. Cost Proposal	10
6. Oral Presentations – if requested	10
TOTAL POSSIBLE POINTS	100

* These criteria are subject to re-evaluation after oral presentations, if requested or desired by the County.