

**HILLSBOROUGH COUNTY  
SHERIFF'S OFFICE**



**CHAD CHRONISTER, SHERIFF**

INVITATION TO BID No. 15-20

800 MHz ENHANCED DIGITAL SIMULCAST  
SYSTEM (EDACS) and 700 MHz DIGITAL P25  
COMMUNICATIONS SYSTEMS

DECEMBER 20, 2020

**HILLSBOROUGH COUNTY  
SHERIFF'S OFFICE**



**CHAD CHRONISTER, SHERIFF**

Hillsborough County Sheriff's Office  
Sheriff's Operations Center, Financial Services Division – Purchasing Section  
2008 East 8th Avenue  
Tampa, FL 33605

Heather Brewer, Buyer

☎: (813) 247-0028    ✉: HBrewer@TeamHCSO.com

**INSTRUCTIONS TO BIDDERS**

Included herein are GENERAL TERMS & CONDITIONS (PART A), SPECIAL PROVISIONS (PART B), SPECIFICATIONS (PART C) and BID RESPONSE (PART D), which together with all attachments, constitute the entire "Bid Package". Said Bid Package must be the basis upon which all bids are offered and must be kept together and returned, intact, by the time and at the place specified herein. The Bidder must manually sign the GENERAL TERMS AND CONDITIONS (PART A) and BID RESPONSE (PART D). Any questions concerning this Invitation to Bid (Bid) should be directed to the Buyer whose name appears above.

When awarded, the Bid Package becomes the "**Contract Document**". The Bidder's signature on the BID RESPONSE (Part D), constitutes Bidder's agreement to the terms therein. The signature on the Bid Package must be that of an Officer of the Company, or an individual authorized to commit the Company to a legal and binding Contract. **READ THE ENTIRE BID PACKAGE CAREFULLY BEFORE SIGNING.**

**NOTICE TO BIDDERS**

**WHEN SUBMITTING A SEALED BID PACKAGE, CLEARLY MARK THE PACKAGE AS A BID DOCUMENT ON THE OUTSIDE OF THE ENVELOPE OR BOX. INCLUDE THE BID NUMBER AND THE DATE AND TIME OF THE BID OPENING.**

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<b>PROPOSED SCHEDULE OF EVENTS</b>	<b>DATE</b>
Bid Advertised / Posted to HCSO and OSD Websites	December 20, 2020
<b>DEADLINE TO SUBMIT BID</b>	January 4, 2021
Award Notification Target Date	January 22, 2021

**HILLSBOROUGH COUNTY SHERIFF'S OFFICE  
2008 EAST 8TH AVENUE  
TAMPA, FLORIDA 33605**

**SUBJECT:** INVITATION TO BID 15-20

**BID TITLE:** 800 MHZ ENHANCED DIGITAL SIMULCAST SYSTEM (EDACS) AND 700 MHZ  
DIGITAL P25 COMMUNICATIONS SYSTEMS

**OPENING DATE & TIME:** 📅 January 4, 2021 at 🕒 3:00 PM

**PLACE:** Hillsborough County Sheriff's Office  
Sheriff's Operations Center  
Financial Services Division - Purchasing Section  
2008 East 8th Avenue  
Tampa, FL 33605

Bids will be received until the time and date shown and will be read aloud immediately thereafter at the "Place" indicated. A video recording of the Bid opening will then be posted to the Hillsborough County Sheriff's Office (HCSO) website <https://TeamHCSO.com/Purchasing>.

Bid Overview: The purpose of this Invitation to Bid (Bid) is to describe the requirements of Chad Chronister, The Sheriff of Hillsborough County, a Constitutional Officer of the State of Florida ("HCSO") for microwave systems (to include Antenna and Tower, as well as UPS and DC systems); 700/800 MHz, EDACS and P25 trunked and conventional simulcast systems, preventive maintenance, maintenance, equipment, repairs, parts, and services. Services and repairs would include, but not be limited to base station equipment, simulcast common control equipment, voting equipment, mobile equipment and portable equipment which will include all accessories and system support equipment. Future P25 systems, Conventional systems, and equipment are to be included in this Agreement.

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**PART A – GENERAL TERMS & CONDITIONS:**

1. **BIDS:** Must be contained in a SEALED envelope addressed to: Hillsborough County Sheriff's Office, Sheriff's Operations Center, Financial Services Division – Purchasing Section, 2008 East 8th Avenue, Tampa, Florida 33605. To prevent inadvertent opening, the Bid must be marked as a BID DOCUMENT (including the Bid number, date, and time of Bid opening) on the outside of the envelope.

If our specifications, when included, are not returned with your Bid, and no specific reference is made to them in your BID RESPONSE (PART D), it will be assumed that all specifications will be met. When materials, sketches, cuts, descriptive literature, company's or manufacturer's specifications which accompany the BID RESPONSE (PART D), contain information that can be construed or is intended to be a deviation from our specifications, such deviation must be specifically referenced in your BID RESPONSE (PART D).

2. **BID DELIVERY:** The responsibility for getting the Bid to the HCSO on or before the stated time and date will be solely and strictly the responsibility of the Bidder. The HCSO will in no way be responsible for delays caused by the United States Postal Service, other courier service, other method of delivery, or a delay caused by any other occurrence. The Bidder shall be responsible for reading very carefully and understanding completely the requirements in the specifications. Bids will not be accepted after the time specified for receipt. Such bids shall be returned to the Bidder with the notation "This Bid was received after the time designated for the receipt and opening of bids".
3. **ON-LINE DOCUMENTS:** The HCSO publishes all procurement-related documents on its website at <https://TeamHCSO.com/Purchasing> for the convenience of vendors desiring to do business with the HCSO and to save tax dollars. This service is public record and the HCSO is responsible only for documents as published. Any modifications or alterations to the original document language may be cause for rejection of a bid.
4. **TIME FOR CONSIDERATION:** By virtue of bidding the Bidder warrants that all prices quoted in the response shall remain in effect for an evaluation period of 60 calendar days from the date of the bid opening unless otherwise stated. Bidders will not be allowed to withdraw or modify their Bids after the opening date and time.
5. **PRICES:** All bids submitted must show the net bid price after any and all discounts allowable have been deducted. **Prices quoted are to be F.O.B. Destination.** All prices shall include freight (to include manufacturer to distributor), packaging, and any other similar fees. The HCSO is exempt from all state sales, use, transportation, and excise taxes. The HCSO will issue tax exemption certificates to the Awarded Bidder.

**The Bidder's attention is directed to the laws of the State of Florida including, but not limited to, Chapter 212, Florida Statutes, which applies to all transactions resulting from this Bid, and that all applicable taxes and fees shall be deemed to have been included in the BID RESPONSE (PART D) as part of the materials cost, when applicable.**

6. BID ERRORS: When errors are found in the extension of bid prices, the unit price will govern. Bids having erasures or corrections must be initialed in ink by the Bidder.
7. CONDITION OF MATERIALS AND PACKAGING: Unless otherwise indicated, it is understood and agreed that any commodity offered or shipped on this Bid shall be NEW and in FIRST CLASS CONDITION or FIRST QUALITY, that all containers shall be NEW and suitable for storage or shipment, and that prices include standard commercial packaging for the items shipped.
8. CLAIMS: The Awarded Bidder will immediately replace missing or damaged items and will be responsible for making any and all claims against carriers.
9. WHEN TO MAKE DELIVERY: Deliveries resulting from this Bid are to be made during the normal working hours of the HCSO. It is the Bidder's responsibility to obtain this information.
10. INFORMATION AND DESCRIPTIVE LITERATURE: Bidders must furnish all information requested in the Bid. If specified, each Bidder must submit samples, cuts, sketches, descriptive literature, and/or complete specifications covering the products offered. Reference to literature submitted with previous responses will not satisfy this provision. Bids which do not comply with these requirements will be subject to rejection.
11. BID SUBMITTAL COSTS: Submittal of a Bid is solely at the cost of the Bidder and the HCSO in no way is liable or obligates itself for any cost incurred by the Bidder in preparing the Bid Package.
12. NO BID: If you do not wish to submit a response to this Bid, please return the STATEMENT OF NON-PARTICIPATION found in this Bid Package. This "No Bid" information is helpful to the process and assures the HCSO you wish to remain on the HCSO Vendor List.
13. COMPLIANCE WITH OCCUPATIONAL SAFETY AND HEALTH ACT (OSHA): The Bidder certifies that all material/items contained in their response meet all OSHA requirements.
14. LAWS, STATUTES, AND ORDINANCES: The terms and conditions of the Bid and the resulting Agreement shall be construed in accordance with the laws, statutes, and ordinances of the state of Florida and of Hillsborough County. Where such regulations are referenced, they shall be interpreted to apply to this Bid and to the resulting Agreement. While the Sheriff is not bound by Chapter 287, Florida Statutes, in the spirit of fair dealing and just opportunity, the HCSO endeavors to meet the directives and business practices articulated in the Chapter.

The Proposer's attention is directed to the fact that all applicable Federal, State and local laws, ordinances, codes, rules and regulations shall apply to the contract throughout and they will be deemed to be included in the contract the same as though herein written. Florida law will govern all questions concerning implementation and execution of this contract and shall also be controlling in any cause of action brought pursuant to this contract.

15. ACCEPTANCE AND REJECTION: The HCSO reserves the right to reject any or all bids, for cause, to waive irregularities, if any, and to accept the Bid (or Bids) which, in the judgment of the Sheriff, are in the best interest of the HCSO. The HCSO reserves the right to evaluate, add,

and/or reject any items from any bid options or resulting contract(s) when deemed to be in the best interest of the HCSO.

16. APPROPRIATION OF FUNDS: The HCSO, as an entity of local government, is subject to the appropriation of funds by the Hillsborough County Board of County Commissioners in an amount sufficient to allow continuation of its performance in accordance with the terms and conditions of any contract entered into as a result of this Bid for each and every fiscal year following the fiscal year in which this Contract is executed and entered into, and for which the Contract shall remain in effect. The HCSO shall, upon receipt of notice that sufficient funds are not available to continue its full and faithful performance under the Contract, provide prompt written notice of such event and, effective 30 calendar days after the giving of such notice, or upon the expiration of the period of time for which funds were appropriated, whichever occurs first, be thereafter released of all further obligations in any way related to such Contract.
17. PROTESTS: Any prospective Bidder who disputes the reasonableness or appropriateness of the notice of award, or notice of rejection, for any or all Bids must submit a notice of protest in writing within 72 hours (excluding HCSO holidays, Saturdays and Sundays) of the notice of award to the HCSO Purchasing Section by registered mail or hand delivery for which a receipt shall be provided.
  - A. The HCSO will have five (5) business days upon receipt of the notice to review and consider the protest as written. The Buyer will coordinate the review process with the parties involved and may request additional information from the Bidder or request a meeting to gain further clarification of the issues. Upon completion of this review process, the Buyer will make a recommendation to the Chief Financial Officer (CFO).
  - B. The CFO may concur with the recommendation or arrive at a separate decision. The decision of the CFO will be communicated to the Bidder in writing. This decision, and the basis upon which it was made, will be communicated to the Bidder within five (5) business days following the receipt of the recommendation from the Purchasing Section. A single appeal of the CFO's decision is available by submitting a notice in writing within 72 hours (excluding HCSO holidays, Saturdays and Sundays) requesting a management review of the decision. Final decision of an appeal will be made by the Sheriff.
18. PUBLIC ENTITY CRIMES: Pursuant to §§287.132-133, *Fla. Stats.*, the HCSO, as a public entity, may not accept any bid, proposal or reply from, award any contract to, or transact any business in excess of the threshold amount provided in §287.017, *Fla. Stat.*, for Category Two (\$35,000) with any person or affiliate on the convicted vendor list for a period of 36 months from the date that the person or affiliate was placed on the convicted vendor list, unless that person or affiliate has been removed from the list pursuant to §287.133 (3)(f), *Fla. Stat.* If you submit a response to this Bid, you are certifying that §§287.132-.133, *Fla. Stats.* does not restrict your submission.
19. PUBLIC RECORDS: Any material submitted in response to this Bid will become a public document pursuant to §119.07, *Fla. Stat.* This includes material which the respondent might consider to be confidential or a trade secret. Any claim of confidentiality is waived upon

submission, effective after opening pursuant to §119.07, *Fla. Stat.* The Bidder agrees to comply with §119.0701, *Fla. Stat.* regarding maintenance and provision of access to all public records generated by this Contract with the HCSO.

The HCSO requires that, at the conclusion of the selection process, the contents of all bids be placed in the public domain and be open to inspection by interested parties. Any restrictions on the use of data contained within a bid must be clearly stated in the Bid itself. Proprietary information submitted in response to the Bid will be handled in accordance with applicable Florida Statutes.

**If the Bidder has questions regarding the application of Chapter 119, Florida Statutes, to the Bidder's duty to provide public records relating to this Contract, contact the custodian of public records at: Hillsborough County Sheriff's Office, Sheriff's Operations Center, ATTN: Records Section, 1900 East 9<sup>th</sup> Avenue, Tampa, Florida 33605, Phone (813) 247-8210 or email at ✉ [HCSORecords@HCSO.Tampa.FL.US](mailto:HCSORecords@HCSO.Tampa.FL.US)**

20. SPECIFICATIONS: The requirements for this Bid include furnishing the services specified in PART C, SPECIFICATIONS. The sites and locations related HCSO's communications systems are listed in ATTACHMENT A.

Chad Chronister,  
The Sheriff of Hillsborough County,  
a Constitutional Officer of the State of Florida

By: \_\_\_\_\_  
Christina R. Porter, CPA  
Chief Financial Officer



21. SIGNATURE OF ACKNOWLEDGMENT:

The General Terms & Conditions outlined above are acknowledged. Our Bid is attached.

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Company Name

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Print Name

Title

---

Signature of Company Officer

Date

NOTE: THIS PAGE MUST BE RETURNED WITH YOUR BID AFTER COMPLETING PARAGRAPH 21. EACH BID, AND ANY CLARIFICATIONS TO THAT BID, AS WELL AS ALL AMENDMENTS OR ADDENDA TO THIS DOCUMENT SHALL BE SIGNED BY AN OFFICER OF THE COMPANY OR A DESIGNATED AGENT EMPOWERED TO BIND THE COMPANY IN CONTRACT. EXCEPTIONS TO THE SPECIFICATIONS, IF ANY, MAY BE NOTED IN THE BID RESPONSE, EXCEPTIONS (PART D, PARAGRAPH 1).

PART B – SPECIAL PROVISIONS:

1. COMMUNICATION BETWEEN PARTIES: All questions in regard to this Bid are to be directed, in writing, to Buyer: Heather Brewer at ✉@ [HBrewer@TeamHCSO.com](mailto:HBrewer@TeamHCSO.com), or by fax 📠 at (813) 242-1851. No communication is allowed, either directly or indirectly, with any other HCSO employee in regard to this Bid prior to the notice of award.

In the interest of public access, all documents relating to this Bid will be posted to the HCSO website at <https://TeamHCSO.com/Purchasing>. This will include Q & A responses, amendments, addenda, etc. Posting documents to the HCSO website is considered the official method of notification regardless of other notification methods the Buyer utilizes for convenience of the parties involved.

4. THE VENDOR PACKET: APPENDIX I must be returned with your Bid Response along with copies of Hillsborough County Business Tax Receipt, other local government, or state business license(s).

5. BIDDER QUALIFICATIONS:

- A. Local Facility Requirements: Bidders will be required to furnish evidence in writing that they maintain permanent places of business within Hillsborough County, Florida. The HCSO reserves the right to inspect the Bidder's place of business and equipment prior to award of any contract, for determining ability to meet terms and conditions as set forth herein.
- i) A secure full-service repair facility must be provided within a 25-mile radius from 2310 N Falkenburg Road, Tampa, Florida 33619.
  - ii) The local facility must be equipped to provide repair of communications equipment and a special area for staging of system equipment. That facility shall be equipped with a training classroom or other area possibly combined with the staging area for conducting on-site training for communications equipment and systems.
  - iii) The facility shall be equipped with drive-in bays for servicing mobile radio equipment and performance of mobile equipment installations.
  - iv) The facility shall be equipped with secure storage rooms or areas for the security and protection of equipment that is waiting to be delivered, installed or repaired.
  - v) The Awarded Bidder shall have proper tools, gauges, equipment and vehicles to successfully perform work as required. All equipment necessary to perform work under this contract which requires certification with the State of Florida, shall be current. The HCSO reserves the right to require an inspection or demonstration of the materials and/or equipment to be utilized on HCSO equipment at any time, either prior to or after the award of this contract. Any exceptions should be noted in BID Response Section PART D. The Awarded Bidder will also work with the HCSO to critique existing preventive maintenance procedures and forms as well as to assist with development of any procedures not included in its documentation.

- B. Business Qualifications: Bidders shall have engaged in business in the Hillsborough County area for a period of not less than the past five (5) years and shall provide references upon request and have adequate equipment, finances and personnel to furnish the item or service offered satisfactorily and expeditiously. Bidders shall be L3Harris Corporation authorized sales and service centers for the Hillsborough County, Florida area, due to the proprietary nature of the communications system equipment, software, software support, warranty support and specialized training required.
- C. Personnel Qualifications:
- Bidder shall employ only qualified operators and workmen who are skilled in the performance of the type of work in consideration. Employees working on HCSO premises, within its facilities and/or on its communications equipment may be subject to background checks. Personal references may also be required.
- a.) Technicians must have L3Harris (M/A-Com) certification for EDACS and P25 Simulcast Equipment and Systems with five years' experience in the maintenance of L3Harris (M/A-Com) EDACS and P25 Simulcast Equipment and Systems.
- b.) The Awarded Bidder must have capable and experienced personnel to properly diagnose and complete repairs. The Awarded Bidder shall provide proof of training certificates acquired by its employees demonstrating the quality level of their expertise and training.
- D. Engineering Qualifications and Services: The Bidder must be capable of providing system engineering services for Radio Frequency (RF) System design, RF coverage design and calculations with current RF coverage modeling tools. The Bidder must also be capable of providing Engineered system drawings and / or documentation for both proposed and as-built system replacements or upgrades. The Bidder must have technical personnel who possess either five years of experience with L3Harris microwave equipment, Nokia microwave and Intraplex Multiplex experience or certification.
- E. Turnkey System Implementation: The Bidder must be capable of providing turnkey system implementation and integration solutions.
- F. Professional Services: In addition to the Engineering Servicing listed above, the Bidder must be capable of providing professional services that would include, but not limited to the following:
- i.) System Engineering
- ii.) Project Management
- iii.) Site Management
- iv.) Site Engineering
- v.) Site Permitting
- vi.) Vehicle Installers
- vii.) FCC License Application preparation and processing.

6. SUBCONTRACTING:

The successful Proposer may not sublet or subcontract any of the contractual obligations concerning this bid matter except as provided for in the written contract between the HCSO and Awarded Bidder. This statement prohibits subcontracting overall management obligations pertaining to the work and requires the Awarded Bidder to retain ultimate liability for all contractual obligations.

7. CERTIFICATE OF INSURANCE:

- A. Worker's Compensation Insurance: The Awarded Bidder shall take out and maintain during the life of this Contract, Worker's Compensation Insurance for all of its employees connected with the work of this project and, in case any work is sublet, the Awarded Bidder shall require the Subcontractor similarly to provide Worker's Compensation Insurance for all the Latter's employees unless such employees are covered by the protection afforded by the Awarded Bidder. Such insurance shall comply fully with the Florida Worker's Compensation Law. In case any hazardous work under this contract at the site of the project is not protected under the Worker's Compensation statute, the Awarded Bidder shall provide, and cause each Subcontractor to provide adequate insurance, satisfactory to the HCSO, for the protection of its employees not otherwise protected.
- B. Contractors Public Liability and Property Damage Insurance: The Awarded Bidder shall take out and maintain during the life of this Contract, Comprehensive General Liability Insurance (including operations, completed operations, products, contractual, and owners and contractors protective liability) and Comprehensive Automobile Liability Insurance and shall protect itself from claims for damage for personal injury, including accidental death, as well as claims for property damage which may arise from operations under this Contract whether such operations be by itself or by anyone directly or indirectly employed by him, and the amounts of such insurance shall be the minimum limits as follows:
- |      |                       |  |
|------|-----------------------|--|
| i.)  | Comprehensive General | \$300,000 bodily injury and property damage combined single limit. |
| ii.) | Automobile            | \$300,000 bodily injury and property damage combined single limit. |
- C. Professional Liability Insurance: The Awarded Bidder shall take out at its own expense, during the life of this Contract, Professional Liability Insurance in the amounts of:
- |      |                               |
|------|-------------------------------|
| i.)  | \$500,000 per occurrence; and |
| ii.) | \$1,000,000 aggregate.        |

The policy(ies) shall show Chad Chronister, Sheriff as additional named insured; include the severability of interest provision; provide that all liability coverage required under contract are primary to any liability insurance carried or any self-insured programs of the Sheriff.

The Awarded Bidder shall not commence any work in connection with this Contract until he

has obtained and provided copies of same to the HCSO, nor shall the Awarded Bidder allow any Subcontractors to commence work on his subcontract until all similar insurance required of the Subcontractor has been so obtained and approved. All insurance policies shall be with insurers qualified and doing business in Florida. Sixty (60) calendar days' notice of cancellation, non-renewal, or change in the insurance coverage is a requirement.

8. TEST DATA: Forms for annual preventive maintenance shall be presented to the HCSO for approval prior to the commencement of any services. The test data forms shall be consistent in the layout for ease of review and analysis. Sample test data forms are included as part of this RFP for information purposes only and are not necessarily the only forms required for the recording of test data associated with the system alignments and preventive maintenance.
- A. At least 10 days prior to the commencement of the Annual Preventative Maintenance work, the Awarded Bidder shall present the HCSO with the complete alignment and testing procedures for each type of equipment included in the annual PM for review and approval. Also, 10 days prior to the commencement of the Annual Preventive Maintenance work the Awarded Bidder shall present the HCSO with a schedule for review and approval.
  - B. Within 30 days of completion of the system alignment and preventive maintenance, the Awarded Bidder shall provide three (3) sets of test data in hard cover 3-Ring Notebooks. The notebooks shall include a table of contents and associated tabs for each communications site which shall include the completed test data forms for the respective equipment at each site. The Awarded Bidder shall also provide three (3) sets of test data electronically on CD in Word, Excel, PDF or a combination of these files.
  - C. The Certificates of Calibration for the test equipment used for the alignment and testing of the systems shall be included in the notebooks and CD diskette with the test data forms.
  - D. The Annual Preventative Maintenance Document shall include Tabs that include the following information relevant to the communications systems:
    - i.) Calibration Certificates
    - ii.) L3Harris Security Update Management Service (SUMS)
    - iii.) Software Release Notes
    - iv.) Site Equipment Problem Notes and Recommendations
    - v.) Alignment and Test Procedures Utilized for PM & Testing
9. PERFORMANCE BOND AND LABOR AND MATERIALS PAYMENT BOND: Prior to execution of the Agreement, the Awarded Bidder shall furnish bonds covering the faithful performance of the Contract and the payment of all obligations arising thereunder in such form and amount as listed hereunder. Premiums for Bonds shall be paid by the Awarded Bidder.
- A. Surety Company Requirements: The Surety Company shall be licensed to transact surety business in Florida, shall be certified to issue the total amount of the bond on any one risk, and shall be otherwise acceptable to the HCSO.

- B. Time of Delivery and Form of Bonds: The Awarded Bidder shall deliver the required bonds to the Hillsborough County Sheriff no later than the date of execution of the Contract.
- C. Bonds: "Performance and Payment Bond" shall be for \$25,000.00 in behalf of the Hillsborough County Sheriff. The bonds shall be written on the Surety Company's standard form.
- D. The Awarded Bidder shall require the Attorney-In-Fact who executes the required bonds on behalf of the Surety Company to affix to the bond a certified and current copy of his Power of Attorney, indicating monetary limit of such power.
- E. Alternative Forms of Security: In lieu of the bond required by this section, the Awarded Bidder may file with the HCSO, an alternative form of security that shall be in the form of cash, money order, certified check, cashier's check, or irrevocable letter of credit. Such alternative forms of security shall be for the same purpose and shall be subject to the same conditions as those applicable to the bond required by this section. The determination of the value of such alternative forms of security shall be made by the HCSO.
- F. Release of Bonds: Bonds will be released after all conditions of the contract have been met, final acceptance given, and all inspections have been satisfied and a statement of warranty and release of lien has been issued.
10. BRAND NAMES: The information listed for the equipment and/or materials requested is provided to establish a standard of quality. The HCSO will not allow substitutions to the brand name, model number, or the configuration of the requested equipment or service unless authorized in writing. All items not specifically mentioned but which are standard factory items shall be included. Manufacturer's specification sheets shall be furnished with the Bid Response. Any violation of such procedure will be considered cause for rejection of the Bid Response.
11. CONFLICT OF INTEREST: The Bidder agrees to disclose any organizational conflict of interest, perceived or real, for evaluation of HCSO's compliance with §112.313, *Fla. Stat.* regarding standards of conduct for public officers, employees of agencies, and local government attorneys.
- No HCSO employee acting in an official capacity, as a purchasing agent, or public officer, shall either directly or indirectly purchase, rent, or lease any realty, goods, or services for HCSO from any business entity of which the officer, partner, director, or proprietor, or in which such officer or employee or the officer's or employee's spouse or child, or any combination thereof, has a material (>5%) interest. An officer or employee is also prohibited from having an employment or contractual relationship that creates a continuing or recurring conflict between their private interest and the performance of their HCSO public duties.
12. AWARD: Award shall be made to the most responsible and responsive Bidder, meeting specifications, price and other factors and shall be made on an ALL-OR-NONE TOTAL OFFER basis.

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- A. Notification of Award will be sent to the Bidder receiving the Award. Bid results will be published on the HCSO website: <https://TeamHCSO.com/Purchasing>.
- B. In the event two (2) or more Bidders have submitted the best bid, preference may be given in the award in the following order. First, to the Bidder who has his/her principal place of business in Hillsborough County; second, to the Bidder who has a place of business in Hillsborough County; and third, if the Bidders involved are all located inside/outside Hillsborough County, the toss of a coin will be used to break the tie.
13. **BID OPENING:** The Bid opening will *not* be open to the public. Bids will be received until the time and date shown and will be read aloud immediately thereafter at the "Place" indicated. A video recording of the Bid opening will then be posted to the HCSO website <https://TeamHCSO.com/Purchasing>.
- A. Bids must be received by the HCSO Purchasing Section no later than the time and date shown within this Bid document. Bidders mailing their Bid Packages should allow for normal mail time to ensure receipt by HCSO prior to the time and date fixed for the acceptance of the bids. Bids or unsolicited amendments to bids, received by the HCSO after the acceptance date will not be considered and will be returned unopened marked "This Bid was received after the time designated for the receipt and opening of bids".
- B. The HCSO reserves the right to postpone the date for receipt and opening of bids or other deadlines and will make a reasonable effort to give at least five (5) calendar days' notice of any such postponement to each prospective Bidder.
14. **CONTRACT PERIOD:** The Contract shall be effective for five (5) years from the date of award. By written mutual consent between the HCSO and the Vendor, the Contract may be extended on an annual basis for up to five (5) additional two-year periods.
15. **ESCALATION/DE-ESCALATION:** The HCSO will allow an escalation/de-escalation provision in this Bid. The escalation/de-escalation will be allowed provided the Awarded Bidder(s) notify the HCSO's Financial Services Division of the pending increase or decrease a minimum of 60 calendar days prior to the end of each two (2) year period for which the Bid was awarded. Said notification shall consist of manufacturer's proof of increase and shall include each individual item, the amount of increase/decrease, and the applicable Bid Item Number. Failure to comply with these instructions shall be grounds for disallowance of the escalation/de-escalation clause as stated herein.
16. **ADDITION/DELETION:** The HCSO reserves the right to add or delete any items from this Bid or resulting Contract(s) when deemed to be in the best interest of the HCSO. Any additions or deletions to the Bid will be considered amendments. Any additions or deletions to the Contract will constitute a Change Order and must be executed in writing and approved by the CFO. The Change Order will consist of a memo to the CFO describing the justification for the item addition accompanied by the Awarded Bidder's written, fixed price quote for each item to be added. If approved by the CFO, the item will be added to the Contract and recorded on the original Bid tabulation/price sheet.
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17. CANCELATION: When deemed to be in the best interest of the HCSO, any contract(s) resulting from this Bid may be canceled by the following means:

10 calendar days' written notice with cause, or;  
30 calendar days' written notice without cause.

If it becomes necessary to terminate the Contract without cause, all items and/or materials provided through the date of receipt of written notice of cancellation may be invoiced to the HCSO, and will be considered for payment providing documentation of said expenses are forwarded with the request for payment. An award may be made to the next best responsive Bid and responsible Bidder based on evaluation, or articles specified may be purchased on the open market similar to those so terminated.

18. ASSIGNMENT: The Awarded Bidder will not assign, transfer, convey, or otherwise dispose of this contract or any part thereof, or of its right title or interest therein or its power to execute this contract or any amendment or modification hereto, to any other person, company or corporation, without prior written consent of the HCSO. Sale of a majority of corporate stocks, filing for bankruptcy or reorganization shall be considered an assignment.
19. DEFAULT: The Contract may be canceled or nullified by the CFO in whole, or in part, by written notice of default to the Awarded Bidder(s) upon non-performance or violation of Contract terms. An award may be made to the next best responsive Bid and responsible Bidder based on evaluation, or articles specified may be purchased on the open market similar to those so terminated. Failure of the Awarded Bidder to deliver materials, or items within the time stipulated in this Bid, unless extended in writing by the Financial Services Division, shall constitute Contract default. Awarded Bidders who default on contracts may be removed from the HCSO Vendor List and determined ineligible for future contracts at the discretion of the CFO.
20. NEXT BEST BIDDER: In the event of a default by the Awarded Bidder, or cancellation by HCSO, the HCSO reserves the right to utilize the next best responsive Bid and responsible Bidder. In the event of this occurrence, the new Awarded Bidder shall be required to provide the Bid items at the prices as contained in their BID RESPONSE (PART D), for the remainder of the award period.
21. LOCATIONS: The requirements for this Bid Package include furnishing the services specified herein including, but not limited to the sites and locations listed in Attachment "A." The HCSO reserves the right to add or delete equipment, sites and locations to be serviced under this agreement. If services under contract cannot be fulfilled within the time frame of this requirement, the HCSO's Financial Services Division shall to be notified, in writing, thus permitting the HCSO to obtain the required materials/items and/or exercise its options as stated herein.



22. WARRANTY:

- A. The Awarded Bidder will warrant all workmanship for a period of no less than one (1) year.
- B. The Awarded Bidder will warrant services performed to be in direct compliance with all Federal, State, and local laws, ordinances, codes, rules and regulations that in any manner affect this work.
- C. During the warranted period, the Awarded Bidder will restore or remove and replace warranted work to its original specified condition in the event of failure. Awarded Bidder will restore or remove and replace other work which has been damaged by failure of warranted work, or which must be removed and replaced to gain access to warranted work. Cost of restoration or removal and replacement of warranted work that has failed, Awarded Bidder will reinstate the warranty by issuing an addendum to the original warranty for at least the remaining warranted period. Equipment warranty shall be for the period extended by the manufacturer.

23. ESTIMATES: Quantities provided are estimates only and are not binding upon the HCSO or any other of the entities listed above. Quantities given are those of the HCSO only.

Prior to the commencement of the Work, the Awarded Bidder shall provide a written, detailed estimate for all Work for approval by the HCSO Communications Maintenance Manager, hereafter referred to as the Section Manager.

Estimates for repairs shall be inclusive of all labor, travel time, shop supplies and materials including but not limited to the items specified herein. The invoice shall not exceed the written estimate without prior written approval from the Section Manager.

24. RESPONSE TIME AND TIME FOR COMPLETION: All work or repairs shall be completed within 48 hours upon receipt of service call, or less following approval of the estimate. The Awarded Bidder shall respond on-site within 12 hours upon receipt of Emergency Service call. This covers breakdowns of equipment that could affect the operations of the HCSO. The Awarded Bidder must include a time of completion and justification for the time extension in the written estimate. The HCSO reserves the right to use an alternate repair service if the Awarded Bidder cannot complete the Work within an acceptable time frame.25. REPLACEMENT PARTS: Parts supplied by the Awarded Bidder for equipment covered under this Contract shall be as recommended by the respective equipment's manufacturer or an acceptable equivalent. Repairs with non OEM parts or improperly used parts are not acceptable.26. HCSO PROVIDED PARTS AND MATERIALS: The HCSO may require the Awarded Bidder to install parts or materials provided by the HCSO. These parts may be new or used. The Section Manager will coordinate this with the Awarded Bidder as needed. The Awarded Bidder shall charge the Bid Labor Rate for the installation of these parts.27. OUTSIDE REPAIRS: Any resulting award shall not be construed to encompass all repairs to the HCSO systems specified herein. The HCSO reserves the right to have repairs performed by other providers, if necessary, to keep the HCSO in full operation.

28. HIDDEN DAMAGES: When hidden damages are discovered after the Work or repairs have commenced, the Awarded Bidder must advise the Section Manager as to the nature and the extent of the hidden damage and provide a written estimate of additional repairs needed. No additional Work shall commence until approved by the Section Manager or his designee.
29. EMERGENCY: If and when an emergency requirement should occur, the HCSO reserves the right to deviate from this Contract and procure the item(s) from the most available source.
30. INVOICING AND PAYMENTS: The Awarded Bidder shall invoice the HCSO as work is completed. All invoices must have a unique invoice number and include: shipping location, description and quantity of items shipped or work performed, stock number, unit price the HCSO purchase order or work order number. All invoices must be approved and signed by the Section Manager or designee. Payment shall be made in accordance with §215.422, *Fla. Stat.* which states the Vendor's rights and the HCSO's responsibilities concerning interest penalties and time limits for payment of invoices. Timely payment of invoices is incumbent upon the HCSO and in no case shall payment exceed 45 calendar days from date of receipt of a properly approved application/invoice.
- A. Invoices shall be emailed to [AccountsPayable@HCSO.Tampa.FL.US](mailto:AccountsPayable@HCSO.Tampa.FL.US).
- B. Automated Clearing House (ACH) and HCSO Purchasing Card are the accepted methods of payment; please inquire at ☒ [AccountsPayable@HCSO.Tampa.FL.US](mailto:AccountsPayable@HCSO.Tampa.FL.US) or ☎ (813) 247-8276.
31. EXCEPTIONS TO BID: All Bid Responses must clearly state with specific detail all deviations to the requirements imposed upon the Bid by the GENERAL TERMS AND CONDITIONS (PART A), SPECIAL PROVISIONS (PART B), and SPECIFICATIONS (PART C). Such deviations should be stated upon the BID RESPONSE (PART D), or appended thereto. All Bidders are hereby advised that the HCSO will only consider Bid Responses that meet the specifications and other requirements imposed upon them by this Bid. In instances where an exception is stated upon the BID RESPONSE (PART D), said Bid Response may be subject to rejection by the HCSO in recognition of the fact that said Bid Response does not meet the exact requirements imposed upon the Bidder by the GENERAL TERMS AND CONDITIONS (PART A) SPECIAL PROVISIONS (PART B) and SPECIFICATIONS (PART C).
32. INDEMNIFICATION: The Awarded Bidder will indemnify and hold harmless the HCSO and its employees and agents from and against all liabilities, claims, damages, losses, and expenses, including attorney's fees arising out of or resulting from the performance of its Work, provided that any such liability, claim, damage, loss, or expense is (a) attributable to bodily injury, sickness, disease or death, or injury to or destruction of tangible property (other than the Work itself), including the loss of use resulting there from and (b) is cause in whole, or in part, by the act or omission of the Awarded Bidder, any Subcontractor, anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable, whether or not it is caused in whole, or in part, by a party indemnified hereunder.

In any and all claims against the HCSO or any of its agents or employees by any employee of the Bidder, any Subcontractor, anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable, the indemnification obligation under the

previous paragraph shall not be limited in any way as to the amount or type of damages, compensation or benefits payable by or for the Bidder or any Subcontractor under worker's compensation acts, disability benefit acts, or other employee benefit acts.

33. GOVERNMENTAL PURCHASING COUNCILS: All bids received on this specification shall be considered as proposers to members of the Hillsborough County and Tampa Bay Area Government Purchasing Council. Said members, at their discretion, may utilize this bid. All agencies will issue their own purchase orders, issue payments, and coordinate the service locations with the successful proposer as required.

Children's Board of Hillsborough County	Hillsborough Community College
City of Belleair Beach	Hillsborough County Aviation Authority
City of Clearwater	Hillsborough County Board of County Commissioners
City of Dunedin	Hillsborough County Property Appraiser
City of Gulfport	Hillsborough County School Board
City of Indian Rocks Beach	Hillsborough County Supervisor of Elections
City of Largo	Hillsborough County Tax Collector
City of Oldsmar	Manatee County Board of Commissioners
City of Pinellas Park	Pasco County Schools
City of Plant City	Pinellas County Clerk of the Court
City of Safety Harbor	Pinellas County Government
City of Saint Pete Beach	Pinellas County School Board
City of Saint Petersburg	Pinellas County Sheriff
City of Tampa	Pinellas Suncoast Transit Authority
City of Tampa Housing Authority	Saint Petersburg College
City of Tarpon Springs	State Attorney's Office
City of Temple Terrace	Tampa Airport
City of Treasure Island	Tampa Bay Water
Clerk of Circuit Court of Hillsborough County	Tampa Palms Community Development District
Expressway Authority	Tampa Port Authority
Hernando County	Tampa Sports Authority
Hillsborough Area Regional Transit Authority	Town of Indian Shores

34. Hillsborough County Sheriff's Office (HCSO) has partnered with the Florida Sheriffs Association (FSA) to make the awarded bid contract prices and terms available through FSA's Cooperative Purchasing Program ("CPP") to FSA; any unit of local government, political subdivision or agency of the State of Florida, including but not limited to counties, municipalities, sheriffs' offices, clerks, property appraisers, tax collectors, supervisors of elections, school boards or districts, water management districts, other special districts, police and fire departments, emergency response units, state universities and colleges, or other state, local or regional government entities within the State of Florida; and any Eligible User, as defined in F.A.C. 60A-1.001(2), jointly the "Eligible Purchasers".

All transactions, purchase orders, invoices, and payments between the Awarded Vendor and an Eligible Purchaser will occur directly between the Awarded Vendor and each Eligible Purchaser

individually. The Awarded Vendor must communicate directly with Eligible Purchasers regarding the placement of orders, issuance of purchase orders, invoices, payments, and contract disputes. Neither HCSO, FSA, FSA CPP, nor their agents, directors, employees, nor representatives shall be liable to Participating Vendors for any acts, liabilities, damages, costs, expenses, fees, etc., incurred by an Eligible Purchaser.

**Fees and Reporting.** The FSA CPP charges three quarters of one percent (.0075) to administer the contract. The administrative fees are the contractual responsibility of the Awarded Vendor.

After receipt of payment from contract purchases, the Awarded Vendor shall remit all administrative fees to the FSA CPP no later than 15 calendar days after the end of each quarter. All fees payable to the FSA CPP during any given quarter will be accompanied and supported by a quarterly report.

The administrative fee will remain payable to FSA CPP and no relief from payment of the administrative fee, nor any additional charge to recoup the administrative fee, will be permitted if a Vendor fails to incorporate the administrative fee in its bid pricing. The administrative fee should never be listed as a separate line item on any purchase order or invoice.

The administrative fee is based on the total purchase order amount of new items. This fee excludes any value given to purchasers for trade-ins. Trade-ins, extended warranties and other exchanges will not reduce or impact the fee calculation.

The instructions for electronic payment or wiring of funds is included in the attached Exhibit A. It is the preference of FSA CPP that all payments be electronically paid and submitted. If ACH is not available, checks for the administrative fee can be sent to:

Florida Sheriffs Association  
Cooperative Purchasing Program  
2617 Mahan Drive  
Tallahassee, FL 32308

The Awarded Vendor shall maintain an accounting of all purchases made by Eligible purchasers under the contract. FSA and HCSO reserve the right to audit the accounting for a period of four (4) years from the date FSA receives the accounting. In the event of such an audit, the requested materials shall be provided at the location designated by HCSO or FSA. In the event such audit reveals an under reporting of Contract Sales and a resulting underpayment of administrative fees, the Awarded vendor shall promptly pay FSA the amount of such underpayment, together with interest on such amount and shall be obligated to reimburse FSA's costs and expenses for such audit.

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**PART C – SPECIFICATIONS:****1. IN GENERAL**

The purpose of this Invitation to Bid (Bid) is to describe the requirements of The Sheriff of Hillsborough County, a Constitutional Officer of the State of Florida ("HCSO") for microwave systems (to include Antenna and Tower, as well as UPS and DC systems); 700/800 MHz, EDACS and P25 trunked and conventional simulcast systems, preventive maintenance, maintenance, equipment, repairs, parts, and services. Services and repairs would include, but not be limited to base station equipment, simulcast common control equipment, voting equipment, mobile equipment and portable equipment which will include all accessories and system support equipment. Future P25 systems, Conventional systems, and equipment are to be included in this Agreement.

**2. SPECIFICATIONS AND SCOPE OF WORK****Overview of Services Required****I. Annual Alignment and Preventive Maintenance Service**

- a. Microwave System
- b. MPLS Network
- c. Multiplex Equipment
- d. 800 MHz EDACS Trunked Simulcast Station Equipment
  - i. Simulcast Equipment
  - ii. Voting Equipment
  - iii. Transmitter Combiners
  - iv. Receiver Multicouplers
  - v. Tower Top Amplifiers
  - vi. Antenna Systems
- e. 700 MHz P25 Trunked Simulcast Station Equipment
  - i. Simulcast Equipment
  - ii. Transmitter Combiners
  - iii. Receiver Multicouplers
  - iv. Tower Top Amplifiers
  - v. Antenna Systems
- f. 800 MHz Mutual Aid Conventional Simulcast Equipment
  - i. Simulcast Equipment
  - ii. Voting Equipment
  - iii. Transmitter Combiners
- g. Common Control Equipment
- h. Console Equipment
- i. UHF 450 MHz DMR Radio Equipment and associated accessories at Orient Road Jail and Falkenburg Road Jail
- j. Supply 3 sets of Test Data in Tabbed 3-Ring Notebooks

- k. L3Harris Security Update Management Services (SUMS) for P25/EDACS Equipment and Accessories
  
- II. Professional Services
  - a. Hourly Rates for Services
  - b. Hourly Rates for Emergency and Non-Emergency Repairs
  
- III. New Parts & Components
  - a. Boards, Modules and Parts to support communications systems
  
- IV. New Equipment and Accessories
  - a. Vendor Equipment for Expansion or Replacement
  
- V. Other Services, Options, Accessories
  - a. Vendor Services, Options and Accessories as required to support the Sheriff's Office communications systems and equipment
  
- VI. Additional Components and Services
  - a. Component and Services as required supporting the Sheriff's Office communications systems and equipment to be fully described.
  
- VII. Replacement Spare Parts, Boards & Modules (Refurbished or Exchanged) and Parts for Repair to include items requiring manufacturer or depot repair
  - a. Repair or Exchange of Boards and Modules
  - b. Supply of replacement parts for repairs requested and authorized by Sheriff's Office
  - c. Supply of Refurbished Boards and Modules
  
- VIII. Services and Equipment to Provide Turnkey System Reconfiguration and Upgrades
  - a. Services and Equipment as required to support the Sheriff's Office for reconfiguration of communications systems and upgrade of communications systems or equipment. Types of Services and Equipment to be fully described.

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### **Details of Microwave System, 700MHz and 800 MHz Communications System Preventative Maintenance**

Preventive Maintenance, for the purposes of this document is defined as to establish consistent practices designed to improve the performance and safety of the equipment at HCSO property, which shall include all alignments, adjustments and recording of all measurements before and after adjustments. Material, forms, procedures, etc. provided with this document are intended for reference and to establish the final processes to be agreed upon for the execution of the preventive maintenance for the various systems. All test data will be recorded in mutually agreed forms and format.

The alignment and preventive maintenance work is to be performed during mutually agreeable working hours and schedule. Work is to be performed to minimize the system intrusion and outages. All outages must be scheduled and coordinated through Communications Maintenance so that proper notifications may be made to the system users.

The successful Bidder is to supply all necessary and required test equipment, tools, personnel, transportation and all incidentals for performing the services described in PART C – SCOPE OF WORK. Any exceptions should be noted in BID Response Section PART D. The Contractor will also work with the HCSO to critique existing preventive maintenance procedures and forms as well as to assist with development of any procedures not included in its documentation.

The Awarded Bidder is to provide the outline and work description for preventive maintenance of the HCSO communications system and subsystems. This outline and work description is intended to establish the level and type of preventive maintenance that is to be performed. Upon receipt of outline and work description, the HCSO shall approve the plan within 10 working days or provide the Awarded Bidder with additional details to be included in the preventive maintenance work for the microwave systems, 700MHz and 800 MHz Trunked Simulcast systems, 800 MHz Conventional Simulcast systems, conventional systems, site common equipment, Control Point simulcast equipment, Voting equipment, Integrated Multisite Controller, Network Switching Center, Network First Gateway, Remote Console Electronics Controller, Consoles and user equipment.

- I. Microwave System
  - a. Radio (Nokia Microwave / MDR800 / MPR9500)
    - i. Transmit
      1. Frequency
      2. Measure & Adjust Transmit Power Output
      3. Voltages
      4. Test & Verify Hot Standby (Where Installed)
      5. Verify All Alarms
      6. Verify Operation of all Cooling Fans in RF and MUX Equipment
    - ii. Receive
      1. Measure RF Signal Levels

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2. Calibrate IF Amplifier Output Levels
  3. Calibrate Receiver AGC Alarms
  4. Verify All Alarms
  5. Test Fade Margin
  6. AGC & RSL
  - b. Multiplex (INTRAPLEX)
    - i. Check and Set VF Send Levels
    - ii. Check and Set VF Receive Levels
    - iii. Check and Set Digital Levels
    - iv. Verify and Adjust All Attenuator Settings
    - v. Test and Set all Voltages
    - vi. Verify All Alarms
    - vii. Check MUX Loop Switching
      1. Check Audio Levels, Phase, Delay, etc.
  - c. RF Combining System
    - i. Check Metering Points
    - ii. Check Alarm Functions
  - d. Antenna Systems
    - i. Check Transmission Lines
    - ii. Check Antenna Systems
  - e. M/W Antenna System
    - i. Check Transmission Lines
    - ii. Check Transmission Lines for Leaks
    - iii. Check M/W Antennas
  - f. Dehydrators
    - i. Perform Checks on Dehydrators
    - ii. Verify Proper Operation
  - g. FARSCAN Alarm System
    - i. Verify Setup of FARSCAN Alarm System
    - ii. Reconfigure Alarms as Required
    - iii. Test and Verify All Alarms
- II. MPLS Network
- a. Voltages
    - i. Test & Verify Hot Standby (Where Installed)
    - ii. Verify All Alarms
    - iii. Verify Operation of all Cooling Fans
- III. 800 MHz EDACS Simulcast Systems
- a. Control Point
    - i. Simulcast Test Equipment & Radio
      1. Check Test Equipment
      2. Perform Bench Alignment & Test of FMD Test Radio
    - ii. Check and Adjust Audio Phase & Amplitude
    - iii. Check and Adjust Audio & Digital Delays
-



- b. Test & Alarm Unit
  - i. Perform Bench Alignment of Test Radios
  - ii. Verify Proper operation of Test & Alarm Units
- c. Voting
  - i. Analog
    - 1. Check and Adjust Audio Input Levels
    - 2. Check and Adjust Selector Audio Output Levels
    - 3. Check and Set Voter Module Level
    - 4. Check and Set 1950 Hz Status Tone Levels
  - ii. Digital
    - 5. Check and Adjust Levels
    - 6. Verify Software Version in Each Voter
- d. Alarm Laptop Computers
  - i. Verify Setup and Configuration of Alarm Computers
  - ii. Verify All Simulcast Alarm Functions

#### IV. Switch and Console Equipment

- a. NSC (Network Switching Center)
  - i. Check and Set all Input and Output levels
  - ii. Check Setup of NSC Parameters
- b. Network First Gateway
  - i. Check and Set All Input & Output Levels
  - ii. Check Setup of NFG Parameters
- c. IMC (Integrated Multi-site Controller)
  - i. Check and Set All Input & Output Levels
  - ii. Check and Set Levels on All Conventional Interfaces
  - iii. Check Setup of IMC Manager Parameters
- d. RCEC (Remote Console Electronics Controller)
  - i. Check and Set All Input & Output Levels
  - ii. Check and Set Levels on All Conventional Interfaces
  - iii. Check Setup of RCEC Manager Parameters
- e. C3 Maestro Consoles
  - i. Check and Set All Input & Output Levels
- f. Symphony Consoles
  - i. Check and Set All Input and Output Levels
  - ii. Verify Symphony Software Revisions
- g. CSD (Communications System Director)
  - i. Check and Set All Levels
  - ii. Check Setup of CSD Parameters

#### V. 700MHz P25 Simulcast Systems

- a. Control Point
  - i. GPS Simulcast Equipment
  - ii. Verify operation of Network Sentry Alarm Monitoring
  - iii. Verify proper operation of GPS Simulcast Equipment

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- b. MASTR V Module
    - i. Verify MASTR V Software Revisions
    - ii. Read and Verify Personality of Each MASTR V
  - c. Alarm Laptop Computers
    - i. Verify Setup and Configuration of Alarm Computers
    - ii. Verify All Simulcast Alarm Functions
- VI. EDACS Simulcast System Equipment
- a. MASTR III EDACS Stations
    - i. Transmitter
      - 1. Check and Set Transmit RF Power Output
      - 2. Check and Set Frequency
      - 3. Align TX Synthesizer Modules
      - 4. Check and Set Transmit High Speed Data Deviation
      - 5. Check and Set Transmit Low Speed Data Deviation
      - 6. Check and Set Transmit Audio Deviation
      - 7. Check and Set Line Audio Input Levels
      - 8. Equalize Transmit Power to Bulkhead
      - 9. (After Transmit Combiner Alignment)
    - ii. Receiver
      - 1. Align Receiver for Optimum Sensitivity
      - 2. Check and Set Line Audio Output Levels
      - 3. Check SINAD Receiver Sensitivity
      - 4. Check and Set Frequency
      - 5. Check Audio Distortion
      - 6. Check and Set Squelch Sensitivity
      - 7. Check IF Bandwidth
    - iii. SitePro
      - 1. Verify SitePro Software Revisions
      - 2. Read and Verify Personality of each SitePro
  - b. Control Channel Monitors
    - i. Perform Bench Alignment of ORION Radios
    - ii. Verify Proper Operation of Control Channel Monitor Radios
  - c. Test Radios
    - i. Perform Bench Alignment of ORION Radios
    - ii. Verify Proper Operation of Test Radios
  - d. GPS Simulcast Equipment
  - e. Verify operation of Network Sentry Alarm Monitoring
  - f. Verify proper operation of GPS Simulcast Equipment
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- VII. Site P25 Simulcast System Equipment
- a. MASTR V P25 Stations
    - i. Transmitter
      - 1. Check and Set Transmit RF Power Output
      - 2. Equalize Transmit Power to Bulkhead
      - 3. (After Transmit Combiner Alignment)
      - 4. Verify Symbol Deviation
    - ii. Receiver
      - 1. Verify the BIT Error rate
      - 2. TTA Performance
  - b. GPS Simulcast Equipment
    - i. Verify operation of Network Sentry Alarm Monitoring
    - ii. Verify proper operation of GPS Simulcast Equipment
- VIII. 800 MHz MUTUAL-AID Conventional Simulcast System
- a. Control Point
    - i. Check and Adjust Audio Phase & Amplitude
    - ii. Check and Adjust Audio Delays
  - b. Voting
    - i. Analog
      - 1. Check and Adjust Audio Input Levels
      - 2. Check and Adjust Selector Audio Output Levels
      - 3. Check and Set Voter Module Level
      - 4. Check and Set 1950 Hz Status Tone Levels
  - c. MASTR III Conventional Stations
    - i. Transmitter
      - 1. Check and Set Transmit RF Power Output
      - 2. Check and Set Frequency
      - 3. Align TX Synthesizer Modules
      - 4. Check and Set Transmit Audio Deviation
      - 5. Check and Set Line Audio Input Levels
      - 6. Equalize Transmit Power to Bulkhead
      - 7. (After Transmit Combiner Alignment)
    - ii. Receiver
      - 1. Align Receiver for Optimum Sensitivity
      - 2. Check and Set Line Audio Output Levels
      - 3. Check SINAD Receiver Sensitivity
      - 4. Check and Set Frequency
      - 5. Check Audio Distortion
      - 6. Check and Set Squelch Sensitivity
      - 7. Check IF Bandwidth
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- iii. Transmitter Combiners
    - 1. Realign & Optimize all Transmitter Combiners
    - 2. After Optimization of Combiners, Reset TX PA Power Output
  - iv. Receiver Multicouplers
    - 1. Check Gain of Receiver Multicouplers
    - 2. Record Value of Attenuator (If any)
    - 3. Check Loss of All Splitters
    - 4. Check Loss of All Coax Jumper Cables
  - v. Tower Top Amplifiers
    - 1. Check Gain of Tower Top Amplifier
    - 2. Check and Record Power Supply Voltage
    - 3. Check and Record Power Supply Current
    - 4. Check All Coax Jumper Cables
  - vi. 800 MHz Antennas & Transmission Lines
    - 1. Measure and Record Forward and Reflected Power
    - 2. Sweep All Antennas and Transmission Lines with FDR
    - 3. Provide Printouts of Sweeps
  - vii. GPS Frequency Reference (Spectracom)
    - 1. Check Output Levels of Frequency Standard
    - 2. Check External Antenna Alignment and Adjust for Optimum Signal
- IX. Perform Non-Emergency and Emergency Repairs and Service
- a. Provide Non-Emergency and Emergency Repairs on the microwave systems, 700MHz P25 Simulcast System, 800 MHz EDACS simulcast system, 800 MHz conventional Mutual Aid simulcast system, other conventional systems and associated user equipment as requested and authorized by the HCSO.
- X. Replacement Parts
- a. Provide Replacement Parts for the microwave systems, L3Harris 700MHz P25 Simulcast system, 800 MHz EDACS simulcast system, 800 MHz conventional Mutual Aid simulcast system, other conventional systems and associated user equipment as requested and authorized by the HCSO. The Vendor shall use OEM retail parts when available.
- XI. Additional Components and Services
- a. Vendors are invited to submit offers for additional components and services customary for the support of the microwave system, 700MHz, 800 MHz trunked simulcast system, 800 MHz conventional simulcast system, conventional systems and associated user equipment.
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## **TOWER & ANTENNA SYSTEMS MAINTENANCE**

The HCSO Communications Maintenance Section is responsible for providing and maintaining the 700/800 MHz radio system for multiple law enforcement and emergency responders within Hillsborough County. The microwave and broadband radio systems operate from multiple telecommunication towers. The awarded Bidder will be responsible for maintaining the towers in accordance with Federal Communication Commission (FCC) and Federal Aviation Authority (FAA) Code of Federal Regulations (CFR) and any other state, local or governing authority's laws, regulations, and policies. It will be the responsibility of the Contractor to be aware of all laws and regulations and to guarantee that HCSO towers and equipment are maintained in accordance with those laws and regulations. The Contractor will be responsible for all Antenna Structure Registrations (ASR) and updates.

### **Overview of Services Required**

- I. **Communications Towers, Antenna Systems and Tower Lighting**
  - a. Communications Tower Structures
    - i. Annual Inspection of Tower Structures
  - b. Antennas and Microwave Dishes
    - i. Annual Inspection of Antennas and Microwave Dishes
    - ii. Annual Inventory of Antennas and Microwave Dishes
  - c. Antenna and Microwave Mounts
    - i. Annual Inspection of Antenna Mounts
  - d. Transmission Lines
    - i. Annual Inspection of Transmission Lines
  - e. Tower Lights and Lighting Systems
    - i. Annual Inspection of Tower Lights and Lighting Systems
  - f. Installation, Removal and Repair Services
    - i. Installation of Antenna Systems
    - ii. Removal of Antenna Systems
    - iii. Installation of Transmission Lines
    - iv. Removal of Transmission Lines
    - v. Repair Services
    - vi. Emergency Response Services
- II. **Communications Tower Structure Requirements**

Communications towers (both guyed and self-supporting) are to be inspected annually for maintenance purposes and to extend the useful life of the structures and associated equipment. The inspections are to include tower structures, foundations, anchors, guy wires, fittings, guy wire tension, tower alignment, paint, obstruction marking, antennas, dishes,

transmission lines, grounding and lighting. Detailed written reports shall be prepared and submitted along with digital photos notating discrepancies for each communications tower and associated equipment. Inspections shall include, but not limited to the following conditions or items:

a. General Tower Structure Condition

i. General Conditions

1. Check for bent members
2. Check legs and bracing members
3. Check for loose members
4. Check for missing members
5. Check if climbing facilities, platforms, catwalks are secure & stable
6. Check for loose and/or missing bolts
7. Check for signs of unusual stress or vibration

ii. Structural Items and members

1. Spot Check a minimum of ten (10) bolts on vertical tower members at intervals of approximately twenty-five (25) feet apart on all faces of tower.
2. Record the number of bolts and/or nuts found to be missing
3. Record the percentage of bolts that were checked to be loose
4. Inspect structural members for fractures, bends and faulty welds
5. Check the general condition of the stub (bottom) of tower
6. Particular attention to be given to condition of welds at the following points:
  - a) Guyed tower cantilevered joints above guy level
  - b) Guy lugs and torque arm lugs
  - c) Welds on equalizer plate where it connects to the anchor shaft

iii. Anchors and Foundations

1. Check general conditions
2. Check for protection of exposed concrete
3. Check for cracks or deterioration of concrete
4. Check of any signs or indication of movement
5. Check for brush, trees or overgrowth
6. Check if anchors are fenced or protected
7. Check for sufficient slope to ensure proper water shedding
8. Check if anchor head is clear of earth
9. Check for any evidence of anchor bolt corrosion
10. Check guy plates and rods for bends and fractures
11. Inspect concrete tower foundations for cracking, spalling and settling
12. Check guy anchor foundations for cracking, weathering and creepage
13. Check anchor rod condition below earth (12 inches minimum)
14. Check base of self-supporting tower for proper grouting
15. Check drain holes at base for any obstructions
16. Explain any “unsatisfactory” conditions discovered in the written report

- iv. Guy Wires and Fittings
  1. Check general conditions
  2. Check connection points (top and bottom)
  3. Check that end fittings are secure
  4. Check for rust and corrosion
  5. Check for corrosion control
  6. Check for vibration
  7. Check if dampers are in place and secure (if used)
    - a) Check all turnbuckles, slippage and above grade
    - b) Check turnbuckle jam-nut safeties, and cable safeties
    - c) Inspect guy cable clamps for security and slippage
    - d) Check shackles, clevises and thimbles
    - e) Inspect guy wire tails for lashing
    - f) Visually inspect guy wires with binoculars for broken strands or damaged insulators
    - g) Explain any “unsatisfactory” conditions in written report
  
- v. Guy Wire Tension
  1. Check all guy wire tension using industry-accepted method
  2. Specify the method used for guy tension measurement
  3. Compare tensions to manufacturer specifications
  4. When tension checks are made record the following:
    - a) Tension
    - b) Temperature (in degrees Fahrenheit)
    - c) Wind direction
    - d) Wind velocity (in mph)
  5. Explain any “unsatisfactory” conditions in written report
  
- vi. Tower Vertical Alignment
  1. Check tower vertical alignment using industry-accepted method
  2. Specify method used for checking alignment
  3. Record measurements in written report
  4. Explain any “unsatisfactory” conditions in written report
  
- vii. Insulators (if applicable)
  1. Check general condition
  2. Record type and location of insulators used
  3. Check for cracked, broken or damaged insulators
  4. Check condition of isolation transformer
  5. Check setting of spark gaps
  6. Make list of manufacturer, type, and part numbers for future replacement
  7. Explain any “unsatisfactory” conditions in written report

- viii. Paint and Obstruction Marking
  - 1. Check general paint conditions
  - 2. Check condition of paint and if tower needs to be repainted
  - 3. Check for paint spatter near surrounding area of tower
  - 4. Check paint and marking for compliance aviation regulations
  - 5. Check for percentage of paint that may be peeling, flaking or fading
  - 6. Check for the visual effectiveness of the paint and markings
  - 7. Explain any “unsatisfactory” conditions in written report
  
- ix. Surface Condition
  - 1. Check all tower surfaces for rust and corrosion
  - 2. Check cable-bridge, mounting brackets, side arms, clamps, hanger bolts, etc. for rust and corrosion
  - 3. Check for accumulation of water in members
    - a) Check and clear all drain holes
  - 4. Inspect for signs of galvanic action
  - 5. Explain any “unsatisfactory” conditions in written report
  
- x. Electrical and Lighting Systems
  - 1. Check general condition of electrical and lighting systems
  - 2. Check that all lights are illuminated and working properly
  - 3. Check that strobe lights are properly flashing
  - 4. Check photoelectric controls for proper operation
  - 5. Verify that flasher and strobe units are operational
  - 6. Check for cracked or broken beacon and sidelight globes
  - 7. Check beacon closure bolt
  - 8. Check sidelight gasket condition
  - 9. Check beacon and sidelight socket condition
  - 10. Check internal wiring of beacon
  - 11. Check that drain holes are open and clean
  - 12. Inspect conduit, conduit clamps and junction box condition
  - 13. Check overall condition of electrical system connections
  - 14. Explain any “unsatisfactory” conditions in written report
  
- xi. Antennas and Dishes
  - 1. Record the description of the antennas and dishes
  - 2. Check and record general condition of antennas
  - 3. Check for misalignment or physical damage
  - 4. Check antennas, dishes and radomes for damage, deterioration and shifting
  - 5. Check all antenna and dish mounts for loose or missing bolts
  - 6. Check stiff-arms for loose or missing bolts and make sure they are secure
  - 7. Specify in written report any antenna and dish mounting bolts that need to be re-tightened
  - 8. Explain any “unsatisfactory” conditions in written report



- xii. Transmission Lines and Waveguide
  1. Inspect coax connections to all VHF, UHF and 700/800 MHz antennas
  2. Check all jumper cables and connections
  3. Check for proper weatherproofing of connectors
  4. Inspect waveguide connections to microwave dishes
  5. Check all pressurized waveguide connections for leaks
  6. Check waveguide flex jumpers for cracks, leaks and deterioration
  7. Check of loose or missing waveguide or coaxial cable hangers, supports, restrainers or wraplock
  8. Where wrap-lock is used for securing elliptical waveguide or transmission lines, check the protective covering under the wraplock for chafing
  9. Check that elliptical waveguide hangers or supports are spaced no more than four (4) feet apart
  10. Check waveguide and transmission lines for cracks, excessive bends, dents, abrasions, or other damage
  11. Check transmission lines for proper attachment and weatherproofing of grounding kits
  12. Check transmission lines for proper number and location of grounding kits
  13. Explain any “unsatisfactory” conditions in written report
  
- xiii. Tower Top Amplifiers
  1. Check general condition of enclosures
  2. Inspect exterior of painted box for rust and corrosion
  3. Inspect connections for proper weatherproofing
  4. Check that ground conductor is connected between grounding stud and tower structure
  5. Check grounding connections for corrosion
  6. Check ground cable terminals
  7. Inspect mounting brackets and hardware for rust and corrosion
  8. Open enclosure door and inspect the interior for intrusion of water. Securely close and tighten latches after inspection
  9. Explain any “unsatisfactory” conditions in written report
  
- xiv. Grounding
  1. Check general grounding conditions
  2. Check for loose ground straps or ground conductors
  3. Check tower for proper grounding techniques
  4. Check if lightning rod is installed and mounted properly
  5. Check above grade cad-weld ground connections for secure connection to tower members
  6. Check cad-welds for protective corrosion resistant coatings (Zinc enriched paint)
  7. Check condition of all ground wires and clamps

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8. Check that ground conductors are securely attached to tower members and guys
  9. Check transmission lines for proper attachment and weatherproofing of grounding kits
  10. Check transmission lines for proper number and location of grounding kits
  11. Record the ground system resistance utilizing the clamp-on meter method
  12. Explain any “unsatisfactory” conditions in written report
- xv. Tower Assembly Profiling
1. Antennas, dishes and transmission lines (each)
    - a) Frequency
    - b) Elevation
    - c) Type
    - d) Size
    - e) Flex Jumper Part No. and Length
    - f) Tower leg
    - g) Gain
    - h) Model Number
    - i) Manufacturer
    - j) Connectors and hangers
    - k) Obstruction Lights
    - l) Prepare plot plan (with orientations to North)
  2. Include appurtenances in inventory (side arms, walkways, platforms, sensors, obstruction lights, etc.)
    - a) Elevation
    - b) Arrangement
    - c) Tower assembly profiling report shall be provided in table form while listing all of the parameters contained in paragraph xv. Appurtenances, antennas, dishes etc., will be numbered in the table as well. The table will also be provided to the HCSO in an Excel spreadsheet format on USB Drive. Drawings are to be provided and reflect the item number of the appurtenances, location on the tower hangers)
- xvi. Tower Dismantling and Removal
1. Dismantling and removal of existing self-supporting tower structures
    - a) Proper disposal of all tower material dismantled
    - b) Deliver antennas, microwave dishes and mounting hardware to the HCSO, if requested
  2. Dismantling and removal of existing guyed tower structures
    - a) Proper disposal of all tower material dismantled
    - b) Deliver antennas, microwave dishes and mounting hardware to the HCSO, if requested
- xvii. Coaxial Cable and Elliptical Waveguide Hangar Replacement
1. Removal of coaxial cable and elliptical waveguide “Snap-in” Hangers

2. Replace coaxial cable and elliptical waveguide with “Bolt-on” Hangers
3. Hangers and mounting hardware will normally be supplied by the HCSO

### Service, Materials and Exceptions

The successful Bidder is to supply all necessary and required test equipment, tools, personnel, transportation and all incidentals for performing the services described in PART C – SCOPE OF WORK. Any exceptions should be noted in BID Response Section PART D. The Contractor will also work with the HCSO to critique existing preventive maintenance procedures and forms as well as to assist with development of any procedures not included in its documentation.

### III. Service Calls

#### a. Response Time

- i. Emergency: The Contractor shall respond within twelve (12) hours upon receipt of Service call. This covers breakdowns of equipment that could affect the operations of the HCSO.
- i. Non-Emergency: The Contractor shall respond within forty-eight (48) hours upon receipt of service call. This covers problems on equipment not considered to be critical to the operations of the HCSO.
- ii. Failure to Respond: If the Contractor does not respond within the specified time frame outlined above, this may be cause for contract dismissal or default.
  1. Personnel Availability  
Service or repair personnel shall be available, on call, twenty-four (24) hours per day, seven (7) days per week.
  2. Parts supplied by the Contractor for equipment covered under this Contract shall be as recommended by the respective equipment’s manufacturer or an acceptable equivalent. Repairs with non OEM parts or improperly used parts are not acceptable.

The HCSO may elect to supply certain items such as antennas for installation or replacement.

### V. Communications Antenna, Tower Repairs and Preventative Maintenance

Repairs: All repairs and/or service executed on any equipment covered under this BID shall be made with the express knowledge or in the presence of HCSO Communications Maintenance personnel. The Contractor shall stock (or have quick access to) replacement bulbs for the tower lighting systems. The Contractor shall furnish replacement bulbs for the tower lighting systems. The Contractor will be reimbursed for the bulbs.

Preventive Maintenance: The minimum requirement shall be in accordance with Technical Specifications and with the equipment manufacturer’s recommendations.

## **UPS AND DC POWER SYSTEMS SCHEDULED MAINTENANCE AND SERVICE**

### **OVERVIEW OF SERVICES REQUIRED**

The HCSO Communications Maintenance Section is responsible for the radio systems and equipment which provide critical operational support to law enforcement. The Work will include scheduled maintenance, repairs and services to the UPS, DC power and battery systems and equipment. These services include but are not limited to inspecting, verifying, aligning, adjusting and recording of all measurements before and after adjustments. Information, forms and procedures provided in this BID are intended for reference and a basis for establishing final processes with the awarded Contractor.

The scheduled maintenance services are to be performed during mutually agreeable working hours. The Work is to be performed to minimize system intrusion and outages. All planned outages must be scheduled through the Communications Maintenance Section Manager so that proper notifications may be made to the system users.

The successful proposer is to supply all necessary and required test equipment, tools, personnel, transportation, and all incidentals for performing the scheduled maintenance services described in the Technical Specifications.

The following is an outline of the alignment, scheduled maintenance, repairs, parts, replacement equipment and services for the HCSO UPS systems, DC power systems and battery systems. This outline is intended to establish the level and type of scheduled maintenance required, but not necessarily to identify every detail of the scheduled maintenance. It also includes the supply of boards, modules, repairs and services associated with the maintenance of UPS systems, DC power systems and battery systems.

The requirements for this request for proposal include furnishing the services specified herein, including, but not limited to, the sites and locations identified in Attachment N. The HCSO reserves the right to add or delete equipment, sites and locations to be serviced under this agreement.

1. Alignment and Scheduled Maintenance Service
  - a. Toshiba UPS Systems
    - i. Inspect Components
    - ii. Check Input Voltage (each phase)
    - iii. Check Loading (each phase)
    - iv. Check and Set Output Voltage (each phase)
    - v. Check all aluminum Electrolytic Capacitors
    - vi. Check all power fuses and circuit breakers
    - vii. Check and clean all UPS cooling fans
    - viii. Monitor UPS cooling fans for bearing noise and vibration
    - ix. Clean Inside and Outside of UPS Systems
    - x. Check and Set Output Frequency

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- xi. Check and Set Charging Float Voltage
  - xii. Check Internal Bypass Switch Operation
  - xiii. Check External Bypass Switch Operation
  - xiv. Check All Internal Alarm Functions
  - xv. Check All External Alarm Functions
  - xvi. Check and Record all Display Readings
  - xvii. Batteries
    - 1. Visually inspect all UPS batteries
    - 2. Check for leakage
    - 3. Check for corrosion
    - 4. Check cases for cracks or distortions
    - 5. Check battery temperature at the negative terminal
    - 6. Measure and record the system float charging voltage
    - 7. Measure and record the individual unit's float charging voltage
    - 8. Measure and record the individual unit's voltage under load for a minimum of 60 minutes
    - 9. On UPS at all locations, measure and record the individual unit's voltage under load until the low battery voltage alarm sounds
    - 10. Perform 10-second high rate load test on individual batteries
    - 11. Test battery voltage for purpose of trending the battery over time
    - 12. Re-torque all inter-battery and power connection hardware
    - 13. Perform inter-battery connector checks
- b. PCP DC Power Systems
- i. Measure Voltages
  - ii. Set Voltages
  - iii. Inspect Components
  - iv. Check Fans
  - v. Charger Systems
    - 1. Check all Digital Display or Analog Readouts
    - 2. Check Forced Paralleling of Chargers
    - 3. Check and Set Equalizer Timer Setting
    - 4. Check and Set Equalizer Voltage Output
    - 5. Check and Set Float Voltage Output
    - 6. Measure System Voltage at Terminals
    - 7. Measure Voltage/Load at Power Board Meter
    - 8. Measure Continuity of Trays or Racks to Ground
    - 9. Measure Voltage to Ground
    - 10. Check Fuses and Breakers
    - 11. Check AC Power Failure Alarm
    - 12. Check and Clean Fans - Check Fans for bearing noise and vibration
    - 13. Check and Torque all Connections
    - 14. Clean Chargers inside and outside
    - 15. Check Distribution Breaker Trip

16. Check High Voltage Shutdown Voltage
  17. Perform Same Checks on Redundant Chargers
  18. Check and Set Load Sharing
- c. Batteries
    - i. Measure and Record Battery String Float Voltage
    - ii. Measure and Record Individual Cell Float Voltages
    - iii. Measure Battery String Load Voltage
    - iv. Measure and record the individual units Voltage under load for minimum 60 minutes
    - v. Measure and Record Individual Cell Load Voltages
    - vi. Measure and Record Float Current
    - vii. Measure and Record Float Voltage
    - viii. Measure Actual Load Current
    - ix. Estimate Backup Time based on Actual Load Current
    - x. Verify Connector/Cable Sizing is Adequate for Actual Load
    - xi. 100% Check for Corrosion on Connections and Links
    - xii. Clean Batteries, Frame and Area
    - xiii. Visually Inspect Cables and Wire Trays
  - d. GNB Batteries (or other manufacturers)
    - i. Check and Set Float Voltage
    - ii. Voltage Under Load and Time
    - iii. Visual Inspection of Batteries
  - e. Supply three (3) sets of Test Data in Tabbed 3-Ring Binders
  - f. Professional Services
    - i. Hourly Rates for Services
    - ii. Hourly Rates for Emergency and Non-Emergency Repairs
  - g. Replacement Boards, Modules and Parts
    - i. Repair or Exchange of Boards and Modules
    - ii. Supply of replacement parts for repairs requested and authorized by the HCSO
    - iii. Supply of Refurbished Boards and Modules
    - iv. Must have an adequate stock of replacement parts or a method of obtaining such parts in a timely manner
  - h. Replacement Equipment and Batteries
    - i. Pricing for Replacement Equipment
      1. UPS Equipment
      2. DC Power Equipment and Power Panels
      3. Batteries

- ii. Perform Non-Emergency and Emergency Repairs and Service:  
Provide non-emergency and emergency repairs on the UPS Systems, DC Power Systems and Battery Systems as requested and authorized by the HCSO.
- i. Parts and Components:  
Provide replacement parts for the UPS Systems, DC Power Systems and Battery Systems and associated equipment as requested and authorized by the HCSO. The Contractor shall be reimbursed for Parts required to perform repairs requested and authorized by the HCSO.
- j. Replacement or Additional Equipment

Due to the age of the UPS and DC Power equipment and the possible unavailability of replacement parts, Proposers are requested to include pricing for equivalent UPS equipment, DC Power equipment and Batteries. The pricing may be based on current manufacturer's list pricing less a specified discount, or special items that are not reflected in a manufacturer's list pricing shall stipulate actual cost (including shipping and handling) plus a percentage markup. Pricing shall be listed in the Proposal Response (EXHIBIT A – D.2).

- k. Additional Equipment, Components and Services  
Bidders are invited to submit offers for additional components and services customary for support of the UPS System, DC Power Systems and Battery Systems and associated equipment.

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PART D – BID RESPONSE

The undersigned understands that this Bid Package **must be signed in ink** and that an **unsigned** Bid Package will be considered nonresponsive and subject to rejection by the HCSO. **The undersigned must be an Officer of the Company or a designated agent empowered to bind the Company in Contract.**

SUBJECT TO DEVIATIONS STATED BELOW, THE UNDERSIGNED, BY THE SIGNATURE EVIDENCED, REPRESENTS THAT THE BIDDER ACCEPTS THE TERMS, CONDITIONS, PROVISIONS, MANDATES, AND OTHER CONDITIONS OF THE FOREGOING GENERAL TERMS AND CONDITIONS (PART A), SPECIAL PROVISIONS (PART B), AND SPECIFICATIONS (PART C), SAID DOCUMENTS BEING THE STRICT BASIS UPON WHICH THE SAID BIDDER MAKES THIS BID.

\* \* USE INK ONLY \* \* \*

ALL THE FOLLOWING INFORMATION MUST BE HEREUPON GIVEN FOR THIS  
BID PACKAGE TO BE CONSIDERED BY THE HCSO

EXCEPTIONS TO BID: ANY REPRESENTATION (BELOW) OR EXCEPTION(S) MAY CAUSE THIS BID PACKAGE TO BE REJECTED BY THE HCSO. **ALL BIDDERS SHOULD CAREFULLY READ PARAGRAPH 19 OF THE SPECIAL PROVISIONS (PART B).**

1. EXCEPTIONS: The following represents every deviation (itemized by number) to the foregoing GENERAL TERMS AND CONDITIONS (PART A), SPECIAL PROVISIONS (PART B), and SPECIFICATIONS (PART C) upon which this Bid Package is based, to wit:

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## 2. PRICING

- A. The undersigned has carefully examined the Bid Package and all conditions affecting the cost of the item(s) required by the HCSO.
- B. The undersigned certifies that any exceptions to the Bid specifications are noted in the BID RESPONSE (PART D). All specifications not noted thereon are as requested. The undersigned also understands that any exceptions presented after the award may be cause for cancelation of award.
- C. We hereby propose to furnish the below described item(s) in accordance with the Bid Package, except as noted on attached Exceptions Form (Part D, Paragraph 1, Exceptions):
- D. See fillable response EXHIBIT A - D.2 which includes the following:
- D.2.1 MICROWAVE SYSTEMS ANNUAL ALIGNMENT AND PREVENTATIVE MAINTENANCE SERVICECS
  - D.2.2 EAST SYSTEM 800 MHz EDACS TRUNKED SIMULCAST SYSTEM ANNUAL ALIGNMENT AND PREVENTATIVE MAINTENANCE SERVICES
  - D.2.3 WEST SYSTEM 800 MHz EDACS SIMULCAST SYSTEM ANNUAL ALIGNMENT AND PREVENTATIVE MAINTENANCE SERVICES
  - D.2.4 EAST SYSTEM P25 TRUNKED SIMULCAST SYSTEM ANNUAL ALIGNMENT AND PREVENTATIVE MAINTENANCE SERVICES
  - D.2.5 WEST SYSTEM P25 TRUNKED SIMULCAST SYSTEM ANNUAL ALIGNMENT AND PREVENTATIVE MAINTENANCE SERVICES
  - D.2.6 MUTUAL AID SYSTEM 800 MHz CONVENTIONAL SYSTEM ANNUAL ALIGNMENT AND PREVENTATIVE SERVICES
  - D.2.7 OTHER SYSTEM COMPONENTS ANNUAL ALIGNMENT AND PREVENTATIVE SERVICES
  - D.2.8 ORIENT ROAD JAIL AND FALKENBURG ROAD JAIL UHF/DMR AND ACCESSORIES
  - D.2.9 OTHER SYSTEM SERVICES
  - D.2.10 PROFESSIONAL SERVICES FOR SUPPORT OF COMMUNICATIONS SYSTEMS
  - D.2.11 NEW PARTS AND COMPONENTS
  - D.2.12 NEW EQUIPMENT AND ACCESSORIES
  - D.2.13 OTHER SERVICES, OPTIONS, ACCESSORIES
  - D.2.14 REPLACEMENT SPARE PARTS (REFURBISHED or EXCHANGED) & PARTS FOR REPAIR TO INCLUDE ITEMS REQUIRING MANUFACTURE OR DEPOT REPAIR
  - D.2.15 ADDITIONAL COMPONENTS AND SERVICES
  - D.2.16 FLAT RATE REPAIRS INCLUDING PARTS
  - D.2.17 COMMUNICATIONS TOWER STRUCTURE BID PROPOSAL
  - D.2.18 UPS SYSTEMS, DC POWER SYSTEMS AND BATTERY SYSTEMS BID PROPOSAL

3. WARRANTY

Please identify warranty information to include type and period of warranty. A copy of the warranty shall be furnished with the BID RESPONSE (PART D).

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4. VENDOR ORDER INSTRUCTIONS: Describe the preferred method of contact to request order. (Print the information below.):

Contact Name & Title:

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Address:

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City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

☎: (\_\_\_\_) \_\_\_\_\_ 📱: (\_\_\_\_) \_\_\_\_\_ 🏠: (\_\_\_\_) \_\_\_\_\_

✉: \_\_\_\_\_

Company Web Address 🌐: \_\_\_\_\_

5. BID CONTACT INFORMATION

Provide the contact information for the individual submitting this bid response.  
(Please print the information below)

Company Name:

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Contact Name & Title:

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Address:

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Office ☎: \_\_\_\_\_ Mobile 📱: \_\_\_\_\_ Fax 📠: \_\_\_\_\_

Email ✉: \_\_\_\_\_

Describe the preferred method of contact for questions regarding this bid submission.

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6. AFFIRMATION AND DECLARATION

At this present time, we understand all requirements and warrant that as a serious Bidder we will comply with all the stipulations included in the Bid Package. **The undersigned must be an Officer of the Company or a designated agent empowered to bind the Company in Contract.**

The below named Bidder affirms and declares:

That Bidder is of lawful age and that no other person, firm, or corporation has any interest in this Bid offered to be entered into;

That this Bid is made without any understanding, agreement, or connection with any other person, firm, or corporation making a bid for the same purpose, and is in all respects fair and without collusion or fraud;

That the Bidder is not in arrears to Hillsborough County or the HCSO upon debt or contract and is not a defaulter, as surety or otherwise, upon any obligation to the HCSO;

That no officer, employee, or person whose salary is payable in whole, or in part, from HCSO, is, shall be, or become interested, directly or indirectly, surety or otherwise in this Bid Response; in the performance of the Contract; in the supplies, materials, equipment, and Work or labor to which they relate; or in any portion of the profits thereof.

The undersigned agrees that this Bid shall remain open for 60 days following the opening of Bids.

Respectfully submitted by,


Company Name: \_\_\_\_\_

\_\_\_\_\_  
Print Signer's Name Date

\_\_\_\_\_  
Signature of Company Officer Title

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STATEMENT OF NO BID

If, for any reason, you are unable or unwilling to quote at this time, please complete the following and return by e-mail to [HBrewer@TeamHCSO.com](mailto:HBrewer@TeamHCSO.com) or by fax  at (813) 242-1851. Your choices or comments below will assist us in properly notifying you of future opportunities.

We, the undersigned, have declined to respond to Bid 4-20 for the following reason(s):

SPECIFICATIONS

NATURE OF AWARD

\_\_\_\_\_ Specifications are too "tight" (i.e., limited to one brand or manufacturer)

\_\_\_\_\_ Insufficient time was provided for response

\_\_\_\_\_ Unable to meet specifications

\_\_\_\_\_ Product or an equivalent is not offered

\_\_\_\_\_ Specifications are unclear

\_\_\_\_\_ Other

Please provide an explanation:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

We request to:

\_\_\_\_\_ remain on HCSO's list for future solicitations in this service category.

\_\_\_\_\_ be removed from HCSO's list for future solicitations in this service category.


Company Name: \_\_\_\_\_

Officer Name: \_\_\_\_\_ Title: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

: (\_\_\_\_) \_\_\_\_\_ : (\_\_\_\_) \_\_\_\_\_ : (\_\_\_\_) \_\_\_\_\_

: \_\_\_\_\_

Signature of Officer: \_\_\_\_\_ Date: \_\_\_\_\_

**BID CHECKLIST**

**Company Name:** \_\_\_\_\_

**Include this checklist as a cover page with your Bid Package:**

- ONE (1) ORIGINAL AND TWO (2) COPIES of the entire Bid.
- SIGNATURES required Parts A and C.
- Any Addenda or Amendments (Signatures required).
- Completed Part C including pricing and signature page.
- Appendix I, Vendor Packet to include completed Vendor Application, W9, Business Tax Receipt and Direct Deposit Authorization Form.
- Professional Licenses (if applicable).
- Manufacturer literature and warranty information.

Below is an example of the information required on the OUTSIDE of your Bid Package.  
You may use this as a label if you wish.

HILLSBOROUGH COUNTY SHERIFF'S OFFICE  
SHERIFF'S OPERATIONS CENTER  
ATTN: FINANCIAL SERVICES DIVISION – PURCHASING SECTION  
2008 EAST 8<sup>TH</sup> AVE  
TAMPA FL 33605

BID PACKAGE SUBMITTAL

From: \_\_\_\_\_

BID # 15-20

**700/800 MHz EDACS and P25 COMMUNICATIONS  
SYSTEMS**

OPENING DATE/TIME:  
JANUARY 4, 2021 at 3:00 PM

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**ATTACHMENTS LIST**
**ANTENNA AND TOWER SYSTEMS**

1.	Attachment "A"	Excel	List of Sites and Locations
2.	Attachment "B"	Word	List of Sites and Equipment
3.	Attachment "C"	Word	700/800 MHz EDACs and P25 System Test & Alignment Procedures
4.	Attachment "D"	Word	Microwave System Test & Alignment Procedures
5.	Attachment "E"	PDF	Microwave System Diagram
6.	Attachment "F&F1"	Excel	Microwave Test Data Forms
7.	Attachment "G&G1"	Excel	700/800 MHz EDACS and P25 System Test Data Forms
8.	Attachment "H&H1"	Excel	700/800 MHz and P25 Test Data Forms
9.	Attachment "I"	Excel	Test Unit Data
10.	Attachment "J"	PDF	Antenna Sweep
11.	Attachment "K"	PDF	Transmit Combiner Sweep

**ANTENNA AND TOWER SYSTEMS**

12.	Attachment "L"	Excel	List of Sites and Locations
13.	Attachment "M"	Word	List of Licenses and Qualifications

**UPS and DC POWER SYSTEMS**

14.	Attachment "N"	Excel	Site Locations and Equipment
15.	Attachment "O"	Excel	UPS Systems Test Data Forms
16.	Attachment "P"	Excel	Battery Test Data Forms
17.	Attachment "Q"	Word	Toshiba UPS System Specifications
18.	Attachment "R"	Word	Eltek DC Power Systems Specifications
19.	Attachment "S"	Word	Eltek/PCP Mini Power System Specifications

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