

INVITATION TO SUBMIT

P R O P O S A L

**REQUEST FOR PROPOSALS - RFP NO.: 22-0013-5**

**EMERGENCY DISPATCH PROTOCOL SYSTEM FOR CHATHAM 911  
COMMUNICATIONS SERVICE**

**PRE-PROPOSAL CONFERENCE; 9:00AM, MARCH 9, 2022**

**PROPOSALS RECEIVED BY: 5:00PM, MARCH 23, 2022**

THE COMMISSIONERS OF CHATHAM COUNTY, GEORGIA

CHESTER A. ELLIS, CHAIRMAN

COMMISSIONER HELEN L. STONE

COMMISSIONER TANYA MILTON

COMMISSIONER LARRY RIVERS

COMMISSIONER AARON R. WHITELY

COMMISSIONER BOBBY LOCKETT

COMMISSIONER DEAN KICKLIGHTER

COMMISSIONER PATRICK K. FARRELL

COMMISSIONER KENNETH A. ADAMS

R. JONATHAN HART, COUNTY ATTORNEY

CHATHAM COUNTY, GEORGIA  
**DOCUMENT CHECK LIST**

The following documents, when marked, are contained in and made a part of this Package or are required to be submitted with the qualification proposal. It is the responsibility of the Proposer to read, complete and sign, where indicated, and return these documents with his/her qualification proposal. FAILURE TO DO SO MAY BE CAUSE FOR DISQUALIFICATION.

X GENERAL INFORMATION

X PROPOSAL

X SCOPE OF SERVICES

X LEGAL NOTICE

X ATTACHMENTS: A. DRUG FREE WORKPLACE; B. NONDISCRIMINATION STATEMENT; C. DISCLOSURE OF RESPONSIBILITY STATEMENT; D. CONTRACTOR & SUBCONTRACTOR AFFIDAVIT AND AGREEMENT E. BIDDER'S CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION; F. M/WBE COMPLIANCE REPORT; G. SAVE AFFIDAVIT; H. LOBBYING AFFIDAVIT; VENDOR POLICY FOR SOFTWARE SYSTEMS

The undersigned bidder certifies that he/she has received the above listed and marked documents and acknowledges that his/her failure to return each, completed and signed as required, may be cause for disqualifying his/her bid.

BY: \_\_\_\_\_  
SIGNATURE:

\_\_\_\_\_  
DATE:

\_\_\_\_\_  
TITLE:

\_\_\_\_\_  
COMPANY:

ACKNOWLEDGE RECIEPT OF ADDENDUM(S) \_\_\_\_\_

Chatham County has established goals to increase participation of minority and woman owned businesses. In order to accurately document participation, businesses submitting bids or proposals are encouraged to report ownership status. A minority or woman owned business is defined as a business with 51% or greater minority or female ownership. Please check ownership status as applicable:

African-American \_\_\_\_\_ Asian American \_\_\_\_\_ Hispanic \_\_\_\_\_

Native American or Alaskan Indian \_\_\_\_\_ Female \_\_\_\_\_

**CHATHAM COUNTY, GEORGIA  
OFFICE OF THE PURCHASING DIRECTOR  
1117 EISENHOWER DRIVE, SUITE C  
SAVANNAH, GEORGIA 31406  
(912) 790-1619**

**DATE: March 2, 2022**

**RFP NO.: 22-0013-5**

**GENERAL INFORMATION FOR REQUEST FOR PROPOSALS**

This is an invitation to submit a proposal to supply Chatham County with services as indicated herein. Sealed proposals will be received at the Office of the Purchasing Director, **1117 EISENHOWER DRIVE, SUITE C, SAVANNAH, GEORGIA** up to **5:00 P.M., March 23, 2022.** The Purchasing Director reserves the right to reject any and all proposals and to waive formalities.

Instructions for preparation and submission of a qualification proposal are contained in the Request for Proposal package. Please note that specific forms for submission of a proposal are required. Proposals must be typed or printed in ink

A **pre-proposal conference** has been scheduled for **9:00AM, March 9, 2022.** **The conference will be held at 1249 Eisenhower Drive, Room 15, Savannah, GA 31406. Participants may also attend by calling 1-888-585-9008, conference room code 743-636-882,** to discuss the specifications and resolve any questions and/or misunderstanding that may arise. **Participants attending remotely are asked to mute phones when not speaking, in consideration of others. You are encouraged to attend.**

Any changes to the conditions and specifications must be in the form of a written addendum to be valid; therefore, the Purchasing Director will issue a written addendum to document approved changes.

Chatham County has an equal opportunity procurement policy. Chatham County seeks to ensure that all segments of the business community have access to providing services needed by County programs. The County affirmatively works to encourage utilization of disadvantaged and minority business enterprises in our procurement activities. The County provides equal opportunity for all businesses and does not discriminate against any persons or businesses regardless of race, color, religion, age, sex, national origin or handicap. The County expects its contractors to make maximum feasible use of minority businesses and qualified minority employees. The terms "disadvantaged business", "minority business enterprise", and "minority person" are more specifically defined and explained in the Chatham County Purchasing Ordinance.

SECTION I  
INSTRUCTIONS TO PROPOSERS

1.1 **PURPOSE:** The purpose of this document is to provide general and specific information for use in submitting a qualification proposal to supply Chatham County with services as described herein.

1.2 **HOW TO PREPARE PROPOSALS: All proposals shall be:**

- A. Typewritten or completed with pen and ink, signed by the business owner or authorized representative, with all erasures or corrections initialed and dated by the official signing the proposal. ALL SIGNATURE SPACES MUST BE SIGNED.

Proposers are encouraged to review carefully all provisions and attachments of this document prior to submission. Each proposal constitutes an offer and may not be withdrawn except as provided herein.

1.3 **HOW TO SUBMIT PROPOSALS: All proposals shall be:**

- A. **Submitted in sealed opaque envelopes, plainly marked with the proposal number and title, date and time for submission, and company name.**
- B. Mailed or delivered as follows in sufficient time to ensure receipt by the Purchasing Director on or before the time and date specified above.
- a. **Mailing Address: Purchasing Director, 1117 Eisenhower Drive, Suite C, Savannah, Georgia 31406.**
- b. **Hand Delivery: Purchasing Director, 1117 Eisenhower Drive, Suite C, Savannah, Georgia.**

**PROPOSALS NOT RECEIVED BY THE TIME AND DATE SPECIFIED WILL NOT BE OPENED OR CONSIDERED.**

1.4 **HOW TO SUBMIT AN OBJECTION:** Objections from Offerers to this Request for Proposals and/or these specifications should be brought to the attention of the County Purchasing Director in the following manner:

- A. When a pre-proposal conference is scheduled, the Proposer may object in writing any time prior to or at the pre-proposal conference.
- B. When a pre-proposal conference is not scheduled, the Proposer shall object in writing not less than five (5) days prior to the Date for submission.

- C. The objections contemplated must pertain to both form and substance of the Request for Proposal documents. Failure to object in accordance with the above procedure will constitute a waiver on the part of the business to protest this Request for Proposal.
- 1.5 **ERRORS IN PROPOSALS:** Proposers or their authorized representatives are expected to fully inform themselves as to the conditions, requirements, and specifications before submitting proposals. Failure to do so will be at the Proposer's own risk.
- 1.6 **STANDARDS FOR ACCEPTANCE OF PROPOSERS FOR CONTRACT AWARD:** The County reserves the right to reject any or all Proposals and to waive any irregularities or technicalities in Proposals received whenever such rejection or waiver is in the best interest of the County. The County reserves the right to reject the Offer of a Proposer who has previously failed to perform properly or complete on time contracts of a similar nature, whom investigation shows is not in a position to perform the contract.
- 1.7 **PROPOSER:** Whenever the term "Proposer" is used, it shall encompass the "person", "business", "firm", or other party submitting a proposal to Chatham County in such capacity before a contract has been entered into between such party and the County.
- 1.8 **COMPLIANCE WITH LAWS:** The Proposer shall obtain and maintain all licenses, permits, liability insurance, workman's compensation insurance and comply with any and all other standards or regulations required by Federal, State or County statute, ordinances and rules during the performance of any contract between the Proposer and the County. Any such requirement specifically set forth in any contract document between the Proposer and the County shall be supplementary to this section and not in substitution thereof.
- 1.9 **CONTRACTOR:** Contractor or subcontractor means any person, firm, or business having a contract with Chatham County. The Contractor of goods, material, equipment or services certifies that the firm will follow equal employment opportunity practices in connection with the awarded contract as more fully specified in the contract documents.
- 1.10 **LOCAL PREFERENCE:** The Contractor agrees to follow the local preference guidelines as specified in the contract documents, which state "The CONTRACTOR hereby agrees, as part of the consideration to Chatham County for making this Contract, that the CONTRACTOR in the carrying out of this contract will give the citizens of Chatham County preference for employment to perform all labor required by this contract; that the rate of wages to be paid shall not be less than legally required; and that in the purchase of materials to be used in the Work of the Project, preference shall be given to sources from within Chatham County to the maximum extent possible. The CONTRACTOR will cause the forgoing provisions to be inserted in all subcontracts so that provisions will be binding upon each subcontractor."

**1.11 DEBARRED FIRMS AND PENDING LITIGATION:** Any potential proposer/firm listed on the Federal or State of Georgia Excluded Parties Listing (Barred from doing business) **will not** be considered for contract award. It is the proposer's responsibility to notify the County if they become debarred during the RFP process. Proposers **shall disclose** any record of pending criminal violations (Indictment) and/or convictions, pending lawsuits, etc., and any actions that may be a conflict of interest occurring within the past five (5) years. Any proposer/firm previously defaulting or terminating a contract with the County will not be considered. Successful proposers with whom the County enters into a contract with for goods or services will notify the County if they become debarred during the course of the contract.

\*\* All bidders or proposers are to read and complete the Disclosure of Responsibility Statement enclosed as an Attachment to be returned with response. Failure to do so may result in your solicitation response being rejected as non-responsive.

Bidder acknowledges that in performing contract work for the Board, bidder shall not utilize any firms that have been a party to any of the above actions. If bidder has engaged any firm to work on this contract or project that is later debarred, Bidder shall sever its relationship with that firm with respect to Board contract.

**1.12 PERFORMANCE EVALUATION:** On April 11, 2008, the Chatham County Board of Commissioners approved a change to the County Purchasing Ordinance requiring Contractor/Consultant Performance Evaluations, as a minimum, annually, prior to contract anniversary date.

Should Contractor/Consultant performance be unsatisfactory, the appointed County Project Manager for the contract may prepare a Contractor/Consultant Complaint Form or a Performance Evaluation to the County Purchasing Director.

## SECTION II PROPOSAL CONDITIONS

**2.1 SPECIFICATIONS:** Any obvious error or omission in specifications shall not inure to the benefit of the bidder but shall put the Proposer on notice to inquire of or identify the same to the County.

**2.2 MULTIPLE PROPOSALS:** No Proposer will be allowed to submit more than one offer. Any alternate proposals must be brought to the Purchasing Director's attention during the Pre-proposal Conference or submitted in writing at least five (5) days preceding the date for submission of proposals.

**2.3 OFFERS TO BE FIRM:** The Proposer warrants that terms and conditions quoted in his

offer will be firm for acceptance for a period of sixty (60) days from bid date submitted, unless otherwise stated in the proposal. When requested to provide a fee proposal, fees quoted must also be firm for a sixty day period.

**2.4 COMPLETENESS:** All information required by the Request for Proposals must be completed and submitted to constitute a proper proposal.

**2.5 LIABILITY PROVISIONS:** Where Proposers are required to enter or go into Chatham County property to take measurements or gather other information in order to prepare the proposal as requested by the County, the Proposer shall be liable for any injury, damage or loss occasioned by negligence of the Proposer, his agent, or any person the Proposer has designated to prepare the Offer and shall indemnify and hold harmless Chatham County from any liability arising therefrom. The contract document specifies the liability provisions required of the successful Proposer in order to be awarded a contract with Chatham County.

**2.6 CERTIFICATION OF INDEPENDENT PRICE DETERMINATION:** By submission of this Offer, the Proposer certifies, and in the case of a joint offer each party thereto certifies as to its own organization, that in connection with this procurement:

- (1) The prices in this offer have been arrived at independently, without consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other competitor;
- (2) Unless otherwise required by law, the prices which have been quoted in this offer have not been knowingly disclosed by the Proposer and will not knowingly be disclosed by the Proposer prior to opening, directly or indirectly to any other competitor; and
- (3) No attempt has been made or will be made by the Proposer to induce any other person or firm to submit or not submit an offer for the purpose of restricting competition.

**2.7 AWARD OF CONTRACT:** The contract, if awarded, will be awarded to that responsible Proposer whose proposal will be most advantageous to Chatham County, price and other factors considered. The Board of Commissioners will make the determination as to which proposal best serves the interest of Chatham County.

**2.8 PROCUREMENT PROTESTS:** Objections and protests to any portion of the procurement process or actions of the County staff may be filed with the Purchasing Director for review and resolution. The Chatham County Purchasing Ordinance – Part 9 – Vendor Disputes shall govern the review and resolution of all protests.

**2.9 QUALIFICATION OF BUSINESS (RESPONSIBLE PROPOSER):** A responsible Proposer is defined as one who meets, or by the date of the acceptance can meet, all requirements for licensing, insurance, and service contained within this Request for Proposals. Chatham County has the right to require any or all Proposers to submit documentation of the ability to perform the service requested.

Chatham County has the right to disqualify the proposal of any Proposer as being unresponsive or irresponsible whenever such Proposer cannot document the ability to deliver the requested service.

**2.10 COUNTY TAX CERTIFICATE REQUIREMENT:** A current Chatham County or municipal business license (within the State of Georgia) is required unless otherwise specified. A firm need not have a Chatham County Business License prior to submitting a proposal. However, a license must be obtained by the successful vendor prior to award of contract.

Please contact the Chatham County Department of Building Safety and Regulatory Services at (912) 201-4300 for additional information.

**NOTE:** No contract shall be awarded unless all real and personal property taxes have been paid by the successful contractor and/or subcontractors as adopted by the Board of Commissioners on April 8 1994.

**2.11 INSURANCE PROVISIONS, GENERAL:** The selected CONTRACTOR shall be required to procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property, which may arise from or in connection with the performance of the work, hereunder by the Contractor, his agents, representatives, employees or subcontractors. The cost of such insurance shall be included in the Bid. It is every Contractor's responsibility to provide the County Purchasing and Contracting Division current and up-to-date Certificates of Insurance and Declaration Sheets for multiple year contracts before the end of each term. Failure to do so may be cause for termination of contract.

**2.11.1 General Information that shall appear on a Certificate of Insurance:**

- I. Name of the Producer (Contractor's insurance Broker/Agent).
- II. Companies affording coverage (there may be several).
- III. Name and Address of the Insured (this should be the Company or Parent of the firm Chatham County is contracting with).
- IV. Summary of all current insurance for the insured (includes effective dates of coverage).
- V. A brief description of the operations to be performed, the specific job to be performed, or contract number.
- VI. Certificate Holder (This is to always include Chatham County).



**Chatham County as an “Additional Insured”:** Chatham County invokes the defense of “sovereign immunity.” In order not to jeopardize the use of this defense, the County **is not** to be included as an “Additional Insured” on insurance contracts.

**2.11.2 Minimum Limits of Insurance to be maintained for the duration of the contract:**

- A. **Commercial General Liability:** Provides protection against bodily injury and property damage claims arising from operations of a Contractor or Tenant. This policy coverage includes: premises and operations, use of independent contractors, products/completed operations, personal injury, contractual, broad form property damage, and underground, explosion and collapse hazards. Minimum limits: \$1,000,000 bodily injury and property damage per occurrence and annual aggregate.
- B. **Worker's Compensation and Employer's Liability:** Provides statutory protection against bodily injury, sickness or disease sustained by employees of the Contractor while performing within the scope of their duties. Employer's Liability coverage is usually included in Worker's Compensation policies, and insures common law claims of injured employees made in lieu of or in addition to a Worker's Compensation claim. Minimum limits: \$500,000 for each accident, disease policy limit, each employee and Statutory Worker's Compensation limit.
- C. **Business Automobile Liability:** Coverage insures against liability claims arising out of the Contractor's use of automobiles. Minimum limit: \$1,000,000 combined single limit per accident for bodily injury and property damage. Coverage should be written on an “Any Auto” basis.

**2.11.3 Special Requirements:**

- A. **Claims-Made Coverage:** The limits of liability shall remain the same as the occurrence basis, however, the Retroactive date shall be prior to the coincident with the date of any contract, and the Certificate of Insurance shall state the coverage is claims-made. The Retroactive date shall also be specifically stated on the Certificate of Insurance.
- B. **Extended Reporting Periods:** The Contractor shall provide the County with a notice of the election to initiate any Supplemental Extended Reporting Period and the reason(s) for invoking this option.
- C. **Reporting Provisions:** Any failure to comply with reporting provisions of the policies shall not affect coverage provided in relation to this request.

- D. **Cancellation:** Each insurance policy that applies to this request shall be endorsed to state that it shall not be suspended, voided, or canceled, except after thirty (30) days prior to written notice by certified mail, return receipt requested, has been given to the County.
- E. **Proof of Insurance:** Chatham County shall be furnished with certificates of insurance and with original endorsements affecting coverage required by this request. The certificates and endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All certificates of insurance are to be submitted prior to, and approved by, the County before services are rendered. The Contractor must ensure Certificate of Insurance are updated for the entire term of the County.
- F. **Insurer Acceptability:** Insurance is to be placed with an insurer having an A.M. Best's rating of A and a five (5) year average financial rating of not less than V. If an insurer does not qualify for averaging on a five year basis, the current total Best's rating will be used to evaluate insurer acceptability.
- G. **Lapse in Coverage:** A lapse in coverage shall constitute grounds for contract termination by the Chatham County Board of Commissioners.
- H. **Deductibles and Self-Insured Retention:** Any deductibles or self-insured retention must be declared to, and approved by, the County. At the option of the County, either: the insurer shall reduce or eliminate such deductibles or self-insured retention as related to the County, its officials, officers, employees, and volunteers; or the Contractor shall procure a bond guaranteeing payment of related suits, losses, claims, and related investigation, claim administration and defense expenses.

**2.11.4 Additional Coverage for Specific Procurement Projects:**

**Professional Liability:** Insure errors or omission on behalf of architects, engineers, attorneys, medical professionals, and consultants.

Minimum Limits:

\$1 million per claim/occurrence.

Coverage Requirement:

If "claims-made," retroactive date must precede or coincide with the contract effective date or the date of the Notice to Proceed. The professional must state if "tail" coverage has been purchased and the duration of the coverage.

**2.12 INDEMNIFICATION:** The PROPOSER agrees to protect, defend, indemnify, and hold harmless Chatham County, Georgia, its commissioners, officers, agents, and employees from and against any and all liability, damages, claims, suits, liens, and judgments, of whatever nature, including claims for contribution and/or indemnification, for injuries to or death of any person or persons, or damage to the property or other rights of any person or persons caused by the PROPOSER or its subproposers. The PROPOSER's obligation to protect, defend, indemnify, and hold harmless, as set forth herein above shall include, but not be limited to, any matter arising out of any actual or alleged infringement of any patent, trademark, copyright, or service mark, or any actual or alleged unfair competition, disparagement of product or service, or other business tort of any type whatsoever, or any actual or alleged violation of trade regulations. PROPOSER further agrees to investigate, handle, respond to, provide defense for, and to protect, defend, indemnify, and hold harmless Chatham County, Georgia, at his sole expense, and agrees to bear all other costs and expenses related thereto, even if such claims, suits, etc., are groundless, false, or fraudulent, including any and all claims or liability for compensation under the Worker's Compensation Act arising out of injuries sustained by any employee of the PROPOSER or his subcontractors or anyone directly or indirectly employed by any of them.

The PROPOSER's obligation to indemnify Chatham County under this Section shall not be limited in any way by the agreed-upon contract price, or to the scope and amount of coverage provided by any insurance maintained by the PROPOSER.

**2.13 COMPLIANCE WITH SPECIFICATION - TERMS AND CONDITIONS:** The Request for Proposals, Legal Advertisement, General Conditions and Instructions to Proposers, Specifications, Special Conditions, Proposers Offer, Addendum, and/or any other pertinent documents form a part of the Offeror's proposal and by reference are made a part hereof.

**2.14 SIGNED RESPONSE CONSIDERED AN OFFER:** The signed Response shall be considered an offer on the part of the Proposer, which offer shall be deemed accepted upon approval by the Chatham County Board of Commissioners, Purchasing Director or his designee. In case of a default on the part of the Proponent after such acceptance, Chatham County may take such action, as it deems appropriate, including legal action for damages or lack of required performance.

**2.15 NOTICE TO PROCEED:** The successful proposer shall not commence work under this Request for Proposal until a written contract is awarded and a Notice to Proceed is issued by the Purchasing Director or his designee. If the successful Proposer does commence any work or deliver items prior to receiving official notification, he does so at his own risk.

**2.16 PAYMENT TO CONTRACTORS:** Instructions for invoicing the County for service delivered to the County are specified in the contract document.

- A. Questions regarding payment may be directed to the Finance Department at (912) 652-7905 or the County's Project Manager as specified in the contract documents.
- B. Contractors will be paid the agreed upon compensation upon satisfactory progress or completion of the work as more fully described in the contract document.
- C. Upon completion of the work, the Contractor will provide the County with an affidavit certifying all suppliers, persons or businesses employed by the Contractor for the work performed for the County have been paid in full.
- D. Chatham County is a tax exempt entity. Every contractor, vendor, business or person under contract with Chatham County is required by Georgia law to pay State sales or use taxes for products purchased in Georgia or transported into Georgia and sold to Chatham County by contract. Please consult the State of Georgia, Department of Revenue, Sales and Use Tax Unit in Atlanta (404) 656-4065 for additional information.

**2.17 LICENSES, PERMITS, AND TAXES:** The price or prices for the service shall include full compensation for all fees that the proponent is or may be required to pay. Chatham County is Tax Exempt. A Tax Exemption Certificate will be provided by the Purchasing & Contracting Office upon request (912) 790-1623.

**2.18 MINORITY – WOMEN BUSINESS ENTERPRISE PARTICIPATION:** It is the desire of the County Board of Commissioners to increase the participation of minority (MBE) and women-owned (WBE) business in its contracting and procurement programs. The County is committed to a policy of equitable participation for these firms by setting goals for each contract. Bidder/proposers are requested to include in their proposals a narrative describing their past accomplishment and intended actions in this area. If bidder/proposers are considering minority or women owned enterprise participation in their proposal, those firms, and their specific duties must be identified in their proposal along with the percentage(s) and dollar amount awarded to the M/WBE firm. Proposers may also provide demographic information regarding their employees to show their commitment to equal opportunity. If a bidder/proposer is considered for award, he/she will be asked to meet with the County Staff so that the intended MBE/WBE participation goals can be formalized and included in the subsequent contact.

If the awarded contractor/vendor is claiming minority status, the contractor/vendor shall apply for certification by Chatham County, Georgia to the Office of Minority Business Coordinator. The Minority Business Coordinator will provide documentation of application status once approved or disapproved by Chatham County. Certification by any other government entity is acceptable if current copy of the certification is provided with this solicitation. For additional information concerning Chatham County's M/WBE Coordinator, please contact Connell Heyward, at (912) 652-7860 or [cheyward@chathamcounty.org](mailto:cheyward@chathamcounty.org).

The undersigned proposer certifies that he/she has carefully read the preceding list of instructions and all other data applicable hereto and made a part of this invitation; and, further certifies that the prices shown in his/her proposal are in accordance with all documents contained in this Request for Proposals package, and that any exception taken thereto may disqualify his/her proposal. This is to certify that I, the undersigned Proposer, have read the instructions to Proposer and agree to be bound by the provisions of the same.

This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

BY

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
COMPANY

\_\_\_\_\_  
TITLE

\_\_\_\_\_  
TELEPHONE NUMBER

## REQUEST FOR PROPOSALS

### GENERAL CONDITIONS

#### SECTION III

- 3.1 **DESCRIPTION AND OBJECTIVES:** Chatham County is seeking proposals from qualified firms to provide professional services for an Emergency Dispatch Protocol System for Chatham 911 Communications Services.

The required services and performance conditions are described in the “Scope of Work” (or Services).

- 3.2 **METHODOLOGY:** The procurement described herein may be conducted in a two-step process.

**STEP 1 - ACCEPTANCE AND EVALUATION OF PROPOSALS:** All technical requirements, unless otherwise specified, must be met by the proponent or such proposal will be disqualified as being non-responsive. Proposals that are deemed to be incomplete as to substance and content may be returned without consideration. A shortlist of top scoring firms will be developed and ranked.

The evaluation committee will make the selection of the firm, which it believes is best qualified to provide the software, cost proposal and other qualitative factors considered. It is emphasized that the firm which offers the lowest cost proposal will not necessarily be the firm selected. The selection will be made of that firm which provided the best proposal. “Best” is defined as the best combination of qualitative factors and cost proposal.

A selection committee will review all proposals received by the due date and time as part of a documented evaluation process. The Committee will evaluate proposals according to but not limited to the following criteria:

- System functionality, features and capabilities. CentralSquare Enterprise CAD system interface functionality.
- Cost and quality of the proposed software solution, training, and implementation services plan. Cost and quality of the proposed ongoing system maintenance/support services.
- Experience, demonstrated performance and financial viability of the software firm, including experience with County and local government.
- Compatibility with County’s technical architecture, standards, and strategy and responses to technical requirements.
- Minority and Woman Owned Business Participation
- Acceptance of and exceptions to the terms and conditions preferred by the County.
- Quality, clarity and responsiveness of the proposal in conformance with

instructions.

The Selection Committee reserves the right to determine the suitability of proposals on the basis of all of these criteria.

**STEP 2 – DEMONSTRATIONS AND SITE VISITS:** The evaluation committee **may** request demos from shortlisted vendors and *may* decide to conduct site visits with similar clients. It is the sole responsibility of the evaluation committee to determine if demonstrations will be required. If demonstrations are conducted, each of the “short-listed” firms will be scheduled for a demonstration. The demonstrations will be scored, and the points added to the total score.

**3.3 PRE-PROPOSAL CONFERENCE:** A pre-proposal conference will be held at 1249 Eisenhower Drive, Room 15, Savannah, GA 31406 at 9:00AM on March 9, 2022. Participants may also attend by calling 1-888-585-9008, conference room code 743-636-882. Representatives from Chatham County will be in attendance. Attendance assures that all competitors hear the same information, can ask questions and suggest constructive changes to the solicitation. Attendance is optional.

**3.4 PROPOSAL DEADLINE:** The response to this ‘Request for Proposal’ must be received by the Purchasing Division no later than **5:00 P.M., MARCH 23, 2022.** Any proposal received after the time stipulated may be rejected and returned unopened to the proponent. It is emphasized that late proposals may be rejected.

For good and sufficient reason, the County may extend the response schedule. An addendum will be issued setting forth the new date and time.

**3.5 WITHDRAWAL OF PROPOSAL:** Any proposal submitted before the deadline may be withdrawn by written request received by the County before the time fixed for receipt of proposals. Withdrawal of any proposal will not prejudice the right of a proponent to submit a new or amended proposal as long as Chatham County receives it by the deadline as provided herein.

**3.6 CONFIDENTIALITY OF DOCUMENTS:** Upon receipt of a proposal by the County, the proposal shall become the property of the County without compensation to the proponent, for disposition or usage by the County at its discretion (except for as provided by Georgia law for proprietary information). The details of the proposal documents will remain confidential until final award or rejection of proposals and/or protected under the restraints of law. Only final points and ranking of proposals will be openly disclosed prior to approval by the Board of Commissioners. Proponent shall have no contact with any Department Representative or Evaluation Committee Member during and after the evaluation process. Any information contained in the proposal that is considered by the Proponent as “proprietary” to remain confidential shall be clearly identified and justified.

- 3.7 **CONE OF SILENCE:** Lobbying of Procurement Evaluation Committee members, County Government employees, and elected officials regarding this product or service solicitation, Invitation to Bid (ITB) or Request for Proposal (RFP) or contract by any member of a proposer's staff, or those people employed by any legal entity affiliated with an organization that is responding to the solicitation is strictly prohibited.
- 3.8 **FORMAT OF RESPONSES:** To be considered, proponents must submit a complete response to the Request for Proposal. The format provided in this Section is not negotiable. The proposal is not limited on the number of pages. To assure a uniform review process and obtain the maximum degree of comparability, each proposal shall include the following content and shall be presented in the following order:
- A. Introduction/Cover Letter
  - B. Company Information per "**Section 4.7**"
  - C. Functionality and Features "**Section 5**"
  - D. Technical Approach per "**Section 4.6**"
  - E. M/WBE Participation per "**Section 4.10**"
  - F. Cost Proposal - Submit using Cost Proposal Form per "**Section 4.11**"
  - G. References per "**Section 4.9**"
  - H. Attachments

Each proposal must be submitted in one (1) original and five (5) copies bound to:

Ms. Jean Fleming, Procurement Specialist  
Chatham County Purchasing Department  
1117 Eisenhower Drive - Suite C  
Savannah, GA 31406  
(912) 790-1619

- 3.9 **COMPENSATION:** The County has attempted in SECTION V to provide as much information about the project as possible to enable firms to structure their offer.
- 3.10 **REJECTING PROPOSALS:** The County reserves the right to reject any or all proposals and is not bound to accept any proposal if that proposal is contrary to the best interest of Chatham County. Similarly, the County is not bound to accept the lowest dollar proposal if the offer is not considered in the County's best interest.
- 3.11 **COST TO PREPARE RESPONSES:** The County assumes no responsibility or obligation to the respondents and will make no payment for any costs associated with the preparation or submission of the proposal.
- 3.12 **INQUIRIES:** Direct any questions related to this RFP to Ms. Jean Fleming, Procurement Specialist, and submit all questions in writing. Include the RFP number, page, and



paragraph number as a reference to each question. If you choose to mail your questions, do not place the RFP number on the outside of the envelope. DEADLINE FOR ALL QUESTIONS IS one week prior to due date. All questions shall be delivered by hand, mail, fax or e-mailed as follows:

Chatham County Purchasing and Contracting Division  
Attn: Jean Fleming,  
Savannah, GA 31406  
(912) 790-1627 (FAX)  
[ajfleming@chathamcounty.org](mailto:ajfleming@chathamcounty.org)

THE ONLY OFFICIAL ANSWER OR POSITION OF CHATHAM COUNTY WILL BE THE ONE STATED IN WRITING.

- 3.13** **METHOD OF SOURCE SELECTION:** Chatham County is using the Competitive Sealed Proposal method of source selection, as authorized by Part 3 of the Chatham County Purchasing Ordinance for this procurement.

An award, if made, will be made to the responsible offeror whose proposal is most advantageous to Chatham County, taking into consideration price and other factors set forth in this Request for Proposal (RFP). The County will not use any other factors or criteria in the evaluation of the proposals received.

- 3.14** **EQUAL EMPLOYMENT OPPORTUNITY:** During the performance of this contract, the COMPANY agrees as follows:

The COMPANY will not discriminate against any employee or applicant for employment because of race, creed, color, sex, age, national origin, place of birth, physical handicap, or marital status.

#### SECTION IV SPECIAL CONDITIONS

- 4.1** **PENDING LITIGATION:** Proposals will not be accepted from any company, firm, person, or party, parent subsidiary, against which Chatham County has an outstanding claim, or a financial dispute relating to prior contract performance. If the County, at any time, discovers such a dispute during any point of evaluation, the proposal will not be considered further.
- 4.2** **EVALUATION FACTORS:** Factors such as proponents overall capability, specialized experience, reputation, past performance on similar projects, technical competence, ability to meet program goals, delivery under the contract terms, and cost will be considered in

the award recommendation. Commitment in the level of MBE/WBE firms, consultants and employees will also be considered in the evaluation of proposals.

- 4.3 SELECTION PROCESS:** *Proposals will be evaluated initially on the basis of the written document. Thus, the proposal must be complete, concise and clear as to the intent of the respondent.* Further evaluation may include system demonstrations which will be scheduled after receipt of the written proposal and approval of the shortlist.

**4.4 PROPOSALS MUST BE RESPONSIVE TO:**

RFP Scoring Categories

- Functionality & Features - 25 points
- Technical/IT - 20 points
- Company - 10 points
- Project Management - 10 points
- References - 5 points
- MWBE - 10 points
- Cost - 20 points

If required, demonstrations/site visits will be scored at 30 points.

The criteria used as a guideline in the evaluation will include, but not be limited to, the following:

**4.5 FUNCTIONALITY & FEATURES (25 Points):**

- The proposed system functionality, features and capabilities that have a relationship to public safety operations. See Section V.
- Proposer must complete the Compliance Matrix (posted with the RFP document on our website).

**4.6 TECHNICAL/IT PROPOSAL CONTENT (20 Points):**

- Technical design, specifications, and architecture
- System resilience, dependability, and performance
- Failover and redundancy
- Back-up process
- Interface
- Other technical areas

Requirements:

- A. Describe the overall architecture (client/server, host/web application, native mobile application, hybrid mobile application, etc.).

- B. State the minimum and recommended workstation(s) requirements for installing and running this software product, including details on the following items:
- 1) Operating System/Version (Windows, Linux, iOS etc.)
  - 2) Physical Storage (HDD/SSD Drives)
  - 3) Virtual Resources (RAM, caching, etc.)
- C. State the minimum and recommended server(s) requirements for installing and running this software product, including details on the following items:
- 1) Operating Systems/Version Operating System/Version (Windows, Linux, iOS etc.)
  - 2) Physical Storage (HDD/SSD Drives)
  - 3) Virtual Resources (RAM, caching, etc.)
  - 4) Application Servers (IIS, Apache, WebSphere, Java, etc.)
- D. Proposers may include the opportunity to purchase required equipment in their proposal. It is not mandatory to do so. There is no negative implication for not offering the purchase of equipment. The County will complete a cost benefit analysis regarding the purchase of equipment from the selected Proposer versus other County approved procurement processes. Proposers that offer the purchase of equipment should provide detailed information (e.g., optional line items) in the Cost Proposal.
- 1) Describe any benefits to Chatham County if equipment is purchased from the Proposer.
- E. Describe all known technology compatibility issues that may exist and highlight those that may specifically conflict with the Chatham County server, client, and network environments as described in this RFP.
- F. Provide detailed technical information concerning the design, benefits of the design and the recommended architecture (e.g., infrastructure, networks, etc.) that Chatham County should employ to achieve optimum operational performance and reliability.

**4.7 COMPANY INFORMATION (10 Points):**

- The Evaluation Committee will evaluate Proposer Company stability and commitment to its product line. This evaluation process will also include experience

and qualifications of the company in providing emergency dispatch protocol systems. Please provide the following information:

- A. Chatham County has signed a contract with Central Square Technologies for their Enterprise CAD solution. Therefore, it is preferred that the proposing company has an established track record of interfacing with Central Square Enterprise.
  - 1) List all locations you have successfully completed an interface with Central Square Enterprise.
- B. Provide a comprehensive company history and years of experience with EMD/EFD/EPD Systems.
- C. Provide a company functional organizational overview. Include where primary activities are performed (e.g., administration, software development, support). Include the city and state where major company activities occur.
- D. Summarize all litigation (regardless of disposition/status) involving the Proposer as a plaintiff or defendant within the past five years. If the Proposer has been ordered by a Court not to disclose a summary of the case, list this fact.
- E. Clearly define the level of professional and legal support provided to the County in the event of litigation.
  - 1) When following script and protocol provided by the proposer
  - 2) When modified interrogation questions and prep-arrival instructions are made by the user agency
- F. Provide the following financial information:
  - 1) Information demonstrating financial stability
  - 2) A recent Dun & Bradstreet report
- G. Define how your software's certification, re-certification and accreditation is recognized nationally, internationally, or internally.
- H. Proposer experience implementing the proposed solution in a jurisdiction of similar size to Chatham County. List all relevant locations.
- I. List all customers that have cancelled or defaulted on an existing contract for any reason during the past five years.

**4.8 PROJECT MANAGEMENT AND IMPLEMENTATION PLAN (10 Points):**

- A. Describe how the implementation is conducted and how you will collaborate with the client during the process.
  
- B. Provide to Chatham County a Statement of Work to include:
  - 1) Project Schedule: Provide a proposed project schedule in MS Project format including resources and milestones. The intent is to develop and maintain a shared project schedule that includes all Proposer and Chatham County project stakeholders' tasks and activities. The implementation schedule must incorporate the major subproject implementation phases such as installation, testing, training, etc. systems.
  
- C. Project Staffing Plan
  - 1) Chatham County prefers Proposer personnel to have significant and relevant experience with the proposed system and can demonstrate a successful record at locations of similar size and complexity as the Chatham County project. Describe Proposer's project management qualifications.
  
  - 2) Identify staffing resources and level of effort for each major task.
  
  - 3) Provide resumes of all key Proposer personnel that will be assigned to the project.
  
  - 4) Describe how key Proposer personnel have alternates or backups in case of a personal emergency or the change process used in this event.
  
  - 5) Describe the roles and responsibilities for all key Proposer personnel.
  
  - 6) Identify whether this will be their primary assignment, and/or a projection of other assignments worked during the project life cycle.
  
  - 7) Describe estimated on-site time for identified milestones.
  
  - 8) Background Check – All Proposer personnel assigned to work on-site on the proposed system shall be required to undergo a criminal history check and maintain a satisfactory status during the entire project. Off-site personnel will also be subject to a criminal history check. Please note that arrangements for required criminal history checks should be made in advance with appropriate Chatham County personnel. Chatham County reserves the right to reject any personnel proposed by the Proposer for any reason. All key personnel will be required to sign a confidentiality agreement for access to sensitive data.

- 9) Provide the status of current certifications and qualifications for key Proposer Personnel.
  - 10) Describe the ability of the proposed Project Manager to coordinate and participate in all activities related to the demonstration process, if shortlisted.
  - 11) Confirm that no key personnel will be removed from the project without notice to the Chatham County Program Manager.
- D. Describe the proposed conflict resolution process if problems are encountered with Proposer personnel.
  - E. Describe the proposed approach to complete the project by providing a breakdown of each major phase (i.e., Install, Testing, Training, BI, etc.)
  - F. Describe the proposed Risk Management Plan that will be used to ensure successful implementation of all phases. Explain how risks will be identified and communicated to the Chatham County Project Team.

**4.9 COMPANY REFERENCES (5 Points):**

Respondents shall provide references from other similar agencies for whom the company provides these services.

Provide a minimum of five references from similar sized dispatch centers including:

- 1) Jurisdiction Name
- 2) Jurisdiction Size (e.g., population, sworn personnel)
- 3) Point of Contact Information
  - a. Name
  - b. Position
  - c. Telephone Number
  - d. Email Address

**4.10 MWBE PARTICIPATION (10 points):**

Provide the firm's commitment to the following:

- Disadvantaged Firm Involvement.

- Commitment in the level of local MWBE firms, subcontractors, consultants and employees.
- Approach to meeting and exceeding the MWBE requirements.
- History of Minority-owned, Women-owned business utilization.
- Narrative describing past accomplishment in this area.
- Proposers may also provide their company's employee demographic information regarding their company's commitment to equal opportunity.

**4.11 COST PROPOSAL (20 Points):**

- Cost per position
  - Implementation
  - Training
  - Annual Maintenance
  - Certification
- A. Identify costs for initial training and five-year training projection, both per person and total
- B. Describe any other pricing detail including options, and all additional items
- C. Outline the payment schedule based on major project milestone and deliverables

**4.12 EXCEPTIONS TO THE RFP:**

All requested information in this RFP must be supplied with the proposal. Vendors may take exception to certain requirements in this RFP. All exceptions shall be clearly identified in this section and the written explanation shall include the scope of the exceptions, the ramifications of the exceptions for the County, and the description of the advantages or disadvantages to the County as a result of such exceptions. The County, at its sole discretion, may reject any exceptions or specifications within the proposal.

**4.13 REQUIRED COUNTY DOCUMENTS:**

Proposer shall submit the required County documents in the RFP Response. These forms include:

- Proposal Form
- Drug Free Workplace
- Non-Discrimination Statement
- Disclosure of Responsibility Statement

- Contractor Affidavit
- Subcontractor Affidavit
- Debarment Certification
- MWBE Certification
- SAVE Affidavit
- Lobbying Affidavit
- Evidence that if required, the proposer will provide payment and performance bonds
- Information Technology Vendor Policy

**4.14 SAMPLE DOCUMENTS:**

To establish a complete and competitive proposal, vendors must include sample copies of the following documents:

- Sample training manual
- Sample user guide
- Sample agreement for software, maintenance and support

**4.8 CONTRACT:** The successful respondent will be expected to execute a contract within 30 days of notice of award.

**4.9 ASSIGNMENT:** The PROPOSER shall not assign or transfer any interest of the contract without prior written consent of the County.

**4.10 PAYMENT AND PERFORMANCE BONDS:** County reserves the right to require payment and performance bonds or other forms of surety satisfactory to the County Attorney.

**SECTION V  
SCOPE OF SERVICES**

**5.0 DESCRIPTION AND OBJECTIVES:**

The Chatham County Public Safety Improvement Program (herein referred to as the “PSIP”) in Georgia is requesting Qualification and Experience, Technical Proposals and Price Proposals from interested parties to purchase, install, train, implement, and maintain an Emergency Dispatch Protocol System at Chatham 911 Communications Services (herein referred to as the “Center”), the primary PSAP for Chatham County.

For the purposes of this RFP, an Emergency Dispatch Protocol System is defined as a system that meets the Department of Transportation, National Highway Traffic Safety Administration (NHTSA): National Standard Curriculum: Emergency Medical Dispatch



standard and includes protocols for emergency medical dispatch (EMD), emergency fire dispatch (EFD) and emergency police dispatch (EPD) response to calls, including structured caller questioning for patient condition, incident facts, scene safety, pre-arrival instructions, post-dispatch instructions, selection of appropriate field resources to dispatch, a quality assurance program that measures compliance with the protocols, and a business intelligence system that provides performance dashboards and the ability to create reports. It is recommended to include screenshots of the software throughout your response as it is applicable.

## **5.1 BACKGROUND:**

Chatham 911 Communications Services is the E-911 Center and primary Public Safety Answering Point (PSAP) for Chatham County, Georgia. The Center is responsible for the emergency dispatching of multiple police and fire departments and the County's Contracted Emergency Medical Services (EMS) provider within Chatham County. Chatham County identified the need to upgrade their Public Safety information systems, technologies and applications using an integrated approach to better support the operations of its public Safety agencies including:

- Chatham County 911 Communications Services
- Chatham Emergency Services - EMS
- Chatham Emergency Services - Fire
- Chatham County Police
- Chatham County Board of Education (BOE) Campus Police
- Bloomingdale Police
- Bloomingdale Fire
- Garden City Police
- Garden City Fire
- Isle of Hope Fire
- Savannah Police
- Savannah Fire
- Pooler Police
- Pooler Fire
- Port Wentworth Police
- Port Wentworth Fire
- Savannah Airport
- Thunderbolt Police
- Thunderbolt Fire

The PSIP is currently implementing Central Square Enterprise Computer Aided Dispatch (CAD) software solution, and this is part of Phase 1 of the project which is projected to go live November of 2022. Phase 2 will include a Records Management System and Business

Intelligence suite and will be implemented in 2023. It is desired for the proposed system to be part of our Phase 1 implementation. Any proposed EMD/EFD/EPD solution will need to be able to interface with this CAD system. The Center currently utilizes Power Phone CACHLite EMD Protocols.

### Chatham County Residential and Service Population

Agency Name	Residential	Service	Other
Chatham County (entire county)	~300,000	~14 million	N/A
Bloomingtondale	3,300	N/A	N/A
Garden City	8,970	680	Georgia Ports
Isle of Hope	3,400	500	N/A
Savannah	146,000	347,611	~14 million
Pooler	26,500	55,000	N/A
Port Wentworth	8,642	65,000	N/A
Thunderbolt	3,200	100	N/A

Chatham County estimates 14 million people visit the area per year.

### Chatham County CAD System Workload

Number of Cad Incidents by agency and year			
Agency Name	2019	2020	2021
Chatham County Communications Services	739,158	657,370	602,276
Chatham Emergency Services - EMS	75,829	46,343	49,267
Chatham Emergency Services - Fire	4,599	N/A	N/A
Chatham County Police	161,294	150,369	117,790
Bloomingtondale Police	5,538	4,439	5,248
Bloomingtondale Fire	4,803	537	586
BOE Campus Police	1,013	N/A	N/A
Garden City Police	29,321	20,354	21,876
Garden City Fire	2,570	1,807	1,946
Isle of Hope Fire	178	209	219
Savannah Police	404,412	354,385	316,402
Savannah Fire	8,414	7,538	11,195
Pooler Police	30,370	27,617	27,729

Pooler Fire	27,098	4,179	5,093
Port Wentworth Police	43,083	34,930	39,315
Port Wentworth Fire	1,676	1,747	2,006
Thunderbolt Police	3,791	2,519	3,056
Thunderbolt Fire	N/A	385	531

Chatham County is seeking a hardware/software solution that addresses their strategic vision, goals and objectives, and requirements articulated in this RFP.

Responding Proposers are preferred to have:

- Experience in the Public Safety Emergency Dispatch Protocol industry for a minimum of five (5) years
- A proven ability to integrate with CAD/RMS/BI solutions that is successfully employed by other multi-agency jurisdictions of similar size or larger than Chatham County
- Highly experienced Project Manager, Subject Matter Experts, and Technicians supporting the implementation of all equipment, software, wiring, interfaces and training of personnel
- Proven positive relationships with current customers. Chatham County wants to establish a relationship with a partner going forward.

**5.2 FUNCTIONALITY:** Proponents must address each section:

**5.2.1 STANDARDS AND SECURITY:**

A. Describe the protocol vetting process and how and when they update and add new protocols

- 1) What are the credentials of the decision makers vetting, creating and approving the protocols?

B. Describe the company's quality control process for consistent quality and adherence to statutory as well as regulatory requirements/standards.

- 1) Software meets or exceeds NHTSA National Standard Curriculum
- 2) Software meets or exceeds ASTM International guidelines
- 3) How are recommendations or requests from agencies and end users regarding changes in protocol or the addition of a protocol handled?
- 4) Describe any other standards or guidelines the software solution meets

- C. Describe the company's affiliation with public safety organizations such as IACP (International Association of Chiefs of Police), IAFC (International Association of Fire Chiefs), NFPA (National Fire Protection Association), CALEA (Commission on Accreditation for Law Enforcement Agencies), GACP (Georgia Association of Chiefs of Police), GAFC (Georgia Association of Fire Chiefs), Commission on the Accreditation of Ambulance Services (CAAS), etc., and how the company leverages industry standards, guidelines and best practices.
- D. Describe the process the Proposer uses for security background checks of employees working on the Chatham County project.
- E. Cyber Security
- 1) Based on Policy SA-04(b) of the NIST Framework, the County requires vendors to provide information describing the functional properties of the security controls to be employed within systems, system components, or system services in enough detail to permit analysis and testing of the controls. Describe the functional properties of the security controls to be employed.
  - 2) Describe how the proposed system is resilient to cyber security threats.
  - 3) Describe how the proposed system meets or exceeds cyber security standards, guidelines and best practices
  - 4) Describe how the Proposer will maintain the system post-implementation to ensure it is safe from cyber security related problems.
- F. Does the Proposer (or an experienced third-party partner) perform external penetration tests at least quarterly, and internal network security audits at least annually? Are these audits structured per the International Organization for Standardization (ISO) 17799 (transitioning to ISO 27001) standard, and are audit procedures in compliance with Statement on Auditing Standards No. 70, Service Organizations (SAS 70 Type II)?
- G. How many staff are dedicated to application and infrastructure security? List the average years' experience and security certifications they possess.

### **5.2.2 WORKFLOW:**

- A. Describe how the system or call taker selects the initial EMD/EFD/EPD discipline upon initial call handling i.e., auto launching by incident type, manual selection, etc.
- B. Describe how the proposed solution adjusts and provides pre-arrival instructions for an incident that requires multiple disciplines i.e., EMD/EFD/EPD
- C. Explain how the system prioritize questions and responses when multiple resources (police, fire, ems) are required
- D. Explain how the solution utilizes the information already obtained by the call taker with similar questions i.e., caller location, caller age, name, etc. when utilizing multiple EMD/EFD/EPD systems
- E. Describe the ability and process of capturing ANI/ALI data and including information in each call record.
- F. Describe the ability and process, if any, for Real-Time supervisory monitoring of call-takers.
- G. Describe the ability to clarify or explain questions not immediately understood by the caller
- H. Describe how questions flow in a logical and sequential order
- I. Describe the ability for the system to interface to Text-to-911 calls
- J. List the primary questions available and notate which ones are required prior to providing lifesaving instructions
- K. Describe the process that the end user will utilize for any scripted secondary questions for each incident type
- L. Describe the process and specific identified i.e., colored coded, panel logic script that emphasized key actions and decisions pathway for any scripted pre-arrival questions

- M. Define how data entered by the user in the software solution translates into a CAD call
- 1) Is it a summary of data sent in a concise format or does the system transfer the questions and answers in their entirety?
  - 2) How much control does the user agency have in the CAD data transfer format?
- N. Who (vendor or user agency) creates the incident protocol and secondary protocol types?
- O. What is the user agencies responsibility in building protocols?
- P. Incident/Patient Response Codes:
- 1) Describe how the software allows for an immediate determination of a response code where an immediate life threat is known and how it directs call takers to life saving pre-arrival instructions.
  - 2) Describe how the software categorizes incidents according to severity, rescue, investigation, life-threat and scene circumstances.
  - 3) Describe the ability the software has to incorporate call prioritization and define how many prioritization levels it can incorporate
  - 4) Describe how much control an agency has to manage and change (override or upgrade) the unit response type or priority assigned to each of the incident/patient response codes
    - a. By the local system administrator
    - b. By the call taker
  - 5) Describe how the end user can go back to previous questions if selected incorrectly
  - 6) How does the system identify the need for medical/fire/police protocol?
  - 7) Describe what happens if there are multiple victims and there is a need for multiple disciplines in protocol?

- 8) Describe the difference in each protocol type medical/fire/police for configuration, system maintenance, end-user training and end user experience/utilization?

Q. Software solution start-up and operation

- 1) Describe the ability of the proposed solution to open with fields “location” and “callback number” preloaded from CAD
- 2) Describe the ability of the proposed solution to open with the CAD ID of the call taker and CAD incident number (having been passed from CAD)
- 3) Describe how the software is visually accessible: i.e., ability to enlarge text, high contrast views etc.

R. Describe the passage of data for the following functions:

- 1) Abort Function: i.e., Call taker may choose to abort emergency dispatch protocol system
- 2) Initial Dispatch: i.e., Call taker selection of send within the emergency dispatch protocol solution
- 3) Passage of Incident/Patient response code to CAD
- 4) Reconciliation of response code and unit response assignment to locally defined response code with alert or recommendation to the dispatcher.
- 5) Passage of secondary question’s answer text to CAD
- 6) Reconfigure: change in case status: i.e., new dispatch code, upgrades, change in response, etc.

S. Describe the ability for the system to have an Urgent Notification feature by which a message can be sent at any time to the CAD System for the dispatchers or responders and for the call taker to receive urgent messages.

T. Describe the ability for the system to re-open a recent case in the system to either update an in-progress call or create a new call.

- 1) Describe how the protocol instructions may change in this circumstance

U. Upon completing the call-taking process, describe how the software returns end users to CAD for the next case

- V. Describe how the system can be leveraged to provide on scene responders with protocol-based instructions upon request
- W. Describe what options are available for the end users to continue to utilize protocols if the system goes down?

**5.2.3 SCRIPTED INSTRUCTIONS:**

- A. List every type of incident that is proposed in the solution
- B. Provide examples of interrogation questions and pre-arrival instructions for the following event types:
  - 1) EMS – CPR with support for trach tube or stoma, choking patient, childbirth (including breech delivery), epi-pen administration, bleeding control, suicide attempt or ideations,
  - 2) Police – Armed robbery in progress, Motor Vehicle Accident, Battery/Domestic violence, sexual assault, stolen vehicle, active shooter, bomb threat
  - 3) Fire/All Hazards – Residential structure fire – occupied, high-rise structure fire – occupied, motor vehicle accident tractor trailer with liquid leaking, residential stove smoking, victim in sinking vehicle
- C. Describe in detail how the County can modify interrogation questions and pre-arrival instructions. Provide a before and after example
- D. Describe in detail the level of effort required to modify interrogation questions and prep-arrival instructions
- E. Explain how the proposed solution can provide interrogation questions and pre-arrival instructions for both an event type and event sub-types. For example:
  - 1) MVA – No other information
  - 2) MVA – No Injuries
  - 3) MVA – High Occupancy Vehicle
  - 4) MVA – Commercial Vehicle/Tractor Trailer
  - 5) MVA – Vehicle vs Pedestrian



- F. Explain how the proposed solution adjusts interrogation questions and pre-arrival instructions based on information obtained. For example:
  - 1) In-progress
  - 2) Just Occurred
  - 3) Suspect On scene
  - 4) Suspect is armed
  - 5) Report Only
  - 6) Patient is at a medical facility and requires transport to the Emergency Room.
- G. Reference the above question - Logic and Artificial Intelligence capabilities are improving at a fast pace. Explain the capabilities of the proposed solution for this topic
- H. Is there a maximum number of event types and sub-types that can be employed with the proposed solution
- I. Can interrogation questions and pre-arrival instructions be specific to an agency and not enterprise wide?
- J. Explain if the proposed system has the capability to document the approval of interrogation questions and pre-arrival instructions (e.g., X date, approved by Fire Chief X)
  - 1) Show an example audit trail that shows a change in interrogation questions and pre-arrival instructions

### **5.3 TRAINING OUTLINE:**

- A. Describe the proposed training plan for initial implementation
- B. List all end user training courses. For each course, state the prerequisite requirements, size of class, didactic training hours vs practical training hours, total duration, and location of the class.
- C. List training provided for System Administrators. For each course, state the prerequisite requirements, size of class, didactic training hours vs practical training hours, total duration, and location of the class.

- D. List training provided for the BI Administrators and Analysts to create and publish dashboards and reports without vendor support. For each course, state the prerequisite requirements, size of class, didactic training hours vs practical training hours, total duration, and location of the class.
- E. List all coursework required to fully train the trainers that will train the end users (e.g., Chatham County personnel). For each course, state the prerequisite requirements, size of class, didactic training hours vs practical training hours, total duration, and location of the class.
- F. Provide all facility and logistical requirements of Chatham County regarding the Training Plan
- G. Define what type of training manuals or other training material is provided
- H. Define the company's continuing education program: i.e., in-person, self-paced via multimedia or online, or a combination. For each course, state the prerequisite requirements, size of class, didactic training hours vs practical training hours, total duration, and location of the class.
  - 1) Must be applicable to re-certification
  - 2) Define ongoing education requirements for personnel to remain current.
- I. Define the software training technical support and consultation services provided

#### **5.4 BUSINESS INTELLIGENCE AND QUALITY ASSURANCE:**

- A. Describe the abilities of the proposed Business Intelligence/Analytics System
- B. Describe the types of reports and dashboards the proposed system can produce; provide example reports and dashboards where applicable.
- C. Describe the level of effort required to create reports and dashboards.
- D. Describe the ability to leverage Microsoft Office (e.g., Word, Excel, PowerPoint, etc.) to publish reports.
- E. Describe the ability to leverage Adobe PDF.
- F. Describe the ability to export data in multiple formats like .xls, .csv, etc., so it can be analyzed with different software.

- G. Describe the ability to automatically generate and send reports on a daily, weekly, monthly basis.
- H. Describe the ability to send reports (e.g., email, fax, etc.).
- I. Chatham County desires a system that provides an integrated quality assurance solution that drives case review, describe how your software meets this goal.
- J. Describe the options for Quality Assurance. i.e., overview, system capabilities, workflows, system requirements, initial cost, annual maintenance costs, training etc.
- K. Describe how the QA/BI system can import data from the main system to minimize data entry
- L. Explain the quality assurance process:
  - 1) Describe the quality assurance process and how quickly a user can input the compliance data into the system
  - 2) Describe how the quality assurance process can be utilized to auto-select certain call types to be reviewed
  - 3) Describe how the quality assurance process can be utilized to randomly select calls for review
  - 4) Describe any ability for the QA forms to be customized for different incidents or job responsibilities
- M. Describe how to review case histories of each incident and comparative histories that provide individual dispatcher case statistics.
- N. Define how a period of time or data field can be used to query data, such as current week, month or year-to-date for trends and quality improvement analysis.
- O. Provide examples of QA reports for medical/fire/police incidents
- P. Explain how modifying an event type (e.g., change interrogation questions) will impact the Quality Assurance component.

**REQUEST FOR PROPOSAL  
RFP NO. 22-0013-5  
EMERGENCY MEDICAL DISPATCH PROTOCOL SYSTEM  
CHATHAM COUNTY, GEORGIA  
COST PROPOSAL FORM**

I have read and understand the requirements of this proposal, RFP #22-0013-5, and agree to furnish the proposed system per the requirements in the RFP for the following amounts:  
Detail of options and any explanations needed may be included as an attachment.

<b>YEAR 1</b>	<b>Qty</b>	<b>Unit Price</b>	<b>Total Price</b>
Software positions	30	/ea	\$
Implementation	1		\$
Training Package	1		\$
<b>Total Cost Year One</b>			\$
<b>YEAR 2</b>			
Recurring Fees			\$
<b>Total Cost Year Two</b>			\$
<b>YEAR 3</b>			
Recurring Fees			\$
<b>Total Cost Year Three</b>			\$
Maximum cap for future year increase (Must be approved not automatic)			%

FIRM NAME: \_\_\_\_\_

PROPOSER: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY/STATE/ZIP: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

FAX NUMBER: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

**SECTION VI  
EVALUATION AND AWARD  
EMERGENCY DISPATCH PROTOCOL SYSTEM FOR CHATHAM 911  
COMMUNICATIONS SERVICE**

**6.1 EVALUATION:** Each response to this RFP shall be subject to the same review and assessment process. Proposals will be evaluated and ranked on the basis of points awarded by a technical review panel. A description of the factors which will be analyzed, and the relative weight accorded each factor follows. *The County will not consider the proposal of any Offeror who lacks accreditation or authorization to provide the Consultant Services requested.*

STEP 1: PROPOSAL SUBMITTAL (*TOTAL POSSIBLE POINTS: 100*).

<i>Evaluating Factor:</i>	<i>Points Possible:</i>
<i>Functionality &amp; Features</i>	25
<i>Technical/IT Proposal Content</i>	20
<i>Company Information</i>	10
<i>Project Management and Implementation Plan</i>	10
<i>Company References</i>	5
<i>M/WBE Participation</i>	10
<i>Cost Proposal</i>	20

STEP 2- INTERVIEWS/PRESENTATIONS- IF REQUIRED (*TOTAL POSSIBLE POINTS: 30*)

**ATTACHMENT A**

**DRUG - FREE WORKPLACE CERTIFICATION**

THE UNDERSIGNED CERTIFIES THAT THE PROVISIONS OF CODE SECTIONS 50-24-1 THROUGH 50-24-6 OF THE OFFICIAL CODE TO GEORGIA ANNOTATED, RELATED TO THE **\*\*DRUG-FREE WORKPLACE\*\***, HAVE BEEN COMPLIED WITH IN FULL. THE UNDERSIGNED FURTHER CERTIFIES THAT:

1. A Drug-Free Workplace will be provided for the employees during the performance of the contract; and
2. Each sub-contractor under the direction of the Contractor shall secure the following written certification:

\_\_\_\_\_ (CONTRACTOR)  
certifies to Chatham County that a Drug-Free Workplace will be provided for the employees during the performance of this contract known as **EMERGENCY MEDICAL DISPATCH SYSTEM (PROJECT)** pursuant to paragraph (7) of subsection (B) of Code Section 50-24-3. Also, the undersigned further certifies that he/she will not engage in the unlawful manufacture, sale, distribution, possession, or use of a controlled substance or marijuana during the performance of the contract.

\_\_\_\_\_  
CONTRACTOR

\_\_\_\_\_  
DATE

\_\_\_\_\_  
NOTARY

\_\_\_\_\_  
DATE

**ATTACHMENT B**

**PROMISE OF NON-DISCRIMINATION STATEMENT**

Know All Men By These Presents, that I (We), \_\_\_\_\_  
Name

\_\_\_\_\_, \_\_\_\_\_  
Title Name of Bidder  
(herein after Company) in consideration of the privilege to bid/or propose on the following Chatham County project for EMERGENCY MEDICAL DISPATCH SYSTEM hereby consent, covenant and agree as follows:

- (1) No person shall be excluded from participation in, denied the benefit of or otherwise discriminated against on the basis of race, color, national origin or gender in connection with the bid submitted to Chatham County or the performance of the contract resulting therefrom;
- (2) That it is and shall be the policy of this Company to provide equal opportunity to all business persons seeking to contract or otherwise interested with the Company, including those companies owned and controlled by racial minorities, and women;
- (3) In connection herewith, I (We) acknowledge and warrant that this Company has been made aware of, understands and agrees to take affirmative action to provide minority and women owned companies with the maximum practicable opportunities to do business with this Company on this contract;
- (4) That the promises of non-discrimination as made and set forth herein shall be continuing throughout the duration of this contract with Chatham County;
- (5) That the promises of non-discrimination as made and set forth herein shall be and are hereby deemed to be made a part of and incorporated by reference in the contract which this Company may be awarded;
- (6) That the failure of this Company to satisfactorily discharge any of the promises of non-discrimination as made and set forth above may constitute a material breach of contract entitling the County to declare the contract in default and to exercise appropriate remedies including but not limited to termination of the contract.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**ATTACHMENT C**  
**DISCLOSURE OF RESPONSIBILITY STATEMENT**

Failure to complete and return this information will result in your bid/offer/proposal being disqualified from further competition as non-responsive.

1. List any convictions of any person, subsidiary, or affiliate of the company, arising out of obtaining, or attempting to obtain a public or private contract or subcontract, or in the performance of such contract or subcontract.
  
2. List any indictments or convictions of any person, subsidiary, or affiliate of this company for offenses such as embezzlement, theft, fraudulent schemes, etc. or any other offenses indicating a lack of business integrity or business honesty, which affects the responsibility of the contractor.

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3. List any convictions or civil judgments under states or federal antitrust statutes.

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4. List any violations of contract provisions such as knowingly (without good cause) to perform, or unsatisfactory performance, in accordance with the specifications of a contract.

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5. List any prior suspensions or debarments by any governmental agency.

---

6. List any contracts not completed on time.

---

7. List any penalties imposed for time delays and/or quality of materials and workmanship.

---

8. List any documented violations of federal or any state labor laws, regulations, or standards, occupational safety and health rules.

---



I, \_\_\_\_\_, as \_\_\_\_\_  
Name of individual Title & Authority

of \_\_\_\_\_, declare under oath that

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

the above statements, including any supplemental responses attached hereto, are true.

\_\_\_\_\_  
Signature

State of \_\_\_\_\_

County of \_\_\_\_\_

Subscribed and sworn to before me on this \_\_\_\_\_ day of \_\_\_\_\_

20\_\_ by \_\_\_\_\_ representing him/herself to be

\_\_\_\_\_ of the company named herein.

\_\_\_\_\_  
Notary Public

My Commission expires:

\_\_\_\_\_

Resident State: \_\_\_\_\_

DPC Form #45

**ATTACHMENT D**

**CONTRACTOR AFFIDAVIT under O.C.G.A. § 13-10-91(b)(1)**

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services on behalf of CHATHAM COUNTY has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91. Furthermore, the undersigned contractor will continue to use the federal work authorization program throughout the contract period and the undersigned contractor will contract for the physical performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the contractor with the information required by O.C.G.A. § 13-10-91(b). Contractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

\_\_\_\_\_  
Federal Work Authorization User Identification Number

\_\_\_\_\_  
Date of Authorization

\_\_\_\_\_  
Name of Contractor

\_\_\_\_\_  
Name of Project

\_\_\_\_\_  
Name of Public Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on \_\_\_\_\_, \_\_\_\_, 20\_\_ in \_\_\_\_\_(city), \_\_\_\_\_(state).

\_\_\_\_\_  
Signature of Authorized Officer or Agent

\_\_\_\_\_  
Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME  
ON THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
NOTARY PUBLIC

My Commission Expires:  
\_\_\_\_\_

**SUBCONTRACTOR AFFIDAVIT under O.C.G.A. § 13-10-91(b)(3)**

By executing this affidavit, the undersigned subcontractor verifies its compliance with O.C.G.A. 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services under a contract with \_\_\_\_\_ (name of contractor) on behalf of CHATHAM COUNTY has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91. Furthermore, the undersigned subcontractor will continue to use the federal work authorization program throughout the contract period and the undersigned subcontractor will contract for the physical performance of services in satisfaction of such contract only with sub-subcontractors who present an affidavit to the subcontractor with the information required by O.C.G.A. § 13-10-91 (b). Additionally, the undersigned subcontractor will forward notice of the receipt of an affidavit from a sub-subcontractor to the contractor within five (5) business days of receipt. If the undersigned subcontractor receives notice of receipt of an affidavit from any sub-subcontractor that has contracted with a sub-subcontractor to forward, within five (5) business days of receipt, a copy of such notice to the contractor. Subcontractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

\_\_\_\_\_  
Federal Work Authorization User Identification Number

\_\_\_\_\_  
Date of Authorization

\_\_\_\_\_  
Name of Subcontractor

\_\_\_\_\_  
Name of Project

\_\_\_\_\_  
Name of Public Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on \_\_\_\_\_, \_\_\_, 20\_\_ in \_\_\_\_\_ (city), \_\_\_\_\_ (state).

\_\_\_\_\_  
Signature of Authorized Officer or Agent

\_\_\_\_\_  
Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME  
ON THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
NOTARY PUBLIC  
My Commission Expires:

**ATTACHMENT E**

**BIDDER'S CERTIFICATION REGARDING DEBARMENT, SUSPENSION,  
INELIGIBILITY AND VOLUNTARY EXCLUSION**

The undersigned certifies, by submission of this proposal or acceptance of this contract, that neither Contractor nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntary excluded from participation in this transaction by any Federal department or agency, State of Georgia, City of Savannah, Board of Education of local municipality. Bidder agrees that by submitting this proposal that Bidder will include this clause without modification in all lower tier transactions, solicitations, proposals, contracts, and subcontracts. Where the Bidder or any lower tier participant is unable to certify to this statement, that participant shall attach an explanation to this document.

**Certification - the above information is true and complete to the best of my knowledge and belief.**

---

(Printed or typed Name of Signatory)

---

(Signature)

---

(Date)

**NOTE:** The penalty for making false statements in offers is prescribed in 18 U.S.C. 1001

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**END OF DOCUMENT Mod. CC P & C 6/2005**

**ATTACHMENT F**

**Chatham County  
Minority and Women Business Enterprise Program  
M/WBE Participation Report**

Name of Bidder: \_\_\_\_\_

Name of Project: \_\_\_\_\_

Bid No: \_\_\_\_\_

M/WBE Firm	Type of Work	Contact Person/ Phone #	City, State	%	MBE or WBE

MBE Total \_\_\_\_\_

WBE Total \_\_\_\_\_%

M/WBE Combined \_\_\_\_\_%

The undersigned should enter into a formal agreement with M/WBE Contractor identified herein for work listed in this schedule conditioned upon execution of contract with the Chatham County Board of Commissioners.

Signature \_\_\_\_\_ Print \_\_\_\_\_

Phone ( ) \_\_\_\_\_

Fax ( ) \_\_\_\_\_

**ATTACHMENT G**

***Systematic Alien Verification for Entitlements (SAVE)  
Affidavit Verifying Status for Chatham County Benefit Application***

By executing this affidavit under oath, as an applicant for a Chatham County, Georgia Business License or Occupation Tax Certificate, Alcohol License, Taxi Permit, Contract or other public benefit as reference in O.C.G.A. Section 50-36-1, I am stating the following with respect to my bid for a Chatham County contract for \_\_\_\_\_. [Name of natural person applying on behalf of individual, business, corporation, partnership, or other private entity]

1.) \_\_\_\_\_ I am a citizen of the United States.

**OR**

2.) \_\_\_\_\_ I am a legal permanent resident 18 years of age or older.

**OR**

3.) \_\_\_\_\_ I am an otherwise qualified alien (8 § USC 1641) or non-immigrant under the Federal Immigration and Nationality Act (8 USC 1101 et seq.) 18 years of age or older and lawfully present in the United States.\*

In making the above representation under oath, I understand that any person who knowingly and willfully makes a false, fictitious, or fraudulent statement or representation in an affidavit shall be guilty of a violation of Code Section 16-10-20 of the Official Code of Georgia.

Signature of Applicant: \_\_\_\_\_ Date \_\_\_\_\_

Printed Name: \_\_\_\_\_

\_\_\_\_\_

SUBSCRIBED AND SWORN  
BEFORE ME ON THIS THE  
\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_

\* \_\_\_\_\_  
Alien Registration number for non-citizens.

Notary Public  
My Commission Expires:

**ATTACHMENT H  
AFFIDAVIT REGARDING LOBBYING**

Each Bidder/Proposer and all proposed team members and subcontractors must sign this affidavit and the Bidder /Proposer shall submit the affidavits with their proposal confirming that there has been no contact with public officials or management staff for the purpose of influencing award of the contract. Furthermore, each individual certifies that there will be no contact with any public official prior to contract award for the purpose of influencing contract award.

The undersigned further certifies that no team member or individual has been hired or placed on the team in order to influence award of the contract. All team members are performing a commercially useful function on the project.

Failure to provide signed affidavits from all team members with your response may be cause to consider your bid/proposal non-responsive.

\_\_\_\_\_  
BY: Authorized Officer or Agent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title of Authorized Officer or Agent

\_\_\_\_\_  
Printed Name of Authorized Officer or Agent

SUBSCRIBED AND SWORN  
BEFORE ME ON THIS THE  
\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_

Notary Public  
My Commission Expires:  
\_\_\_\_\_

My Commission expires:  
\_\_\_\_\_

Resident State: \_\_\_\_\_

LEGAL NOTICE

CC NO.

REQUEST FOR PROPOSALS

Sealed proposals will be received until **5:00 P.M. on March 23, 2022** in **Chatham County Purchasing and Contracting Department, 1117 EISENHOWER DRIVE, SUITE C, SAVANNAH, GA. RFP NO. 22-0013-5: EMERGENCY MEDICAL DISPATCH PROTOCOL SYSTEM.**

**A PRE-PROPOSAL CONFERENCE** will be held at **9:00AM, March 9, 2022**. The conference will be held at **1249 Eisenhower Drive, Room 15, Savannah, GA 31406**. **Participants may also attend by calling 1-888-585-9008, conference room code 743-636-882. You are encouraged to attend.**

Invitation to Submit Proposal Packages are available at 1117 Eisenhower Drive, Suite C, Savannah, Georgia, and on the Chatham County Purchasing Web Site <http://purchasing.chathamcounty.org>, or by calling Jean Fleming, Procurement Specialist, at (912) 790-1619. All firms requesting to do business with Chatham County must also register on-line at <http://purchasing.chathamcounty.org>

County reserves the right to require payment and performance bonds or other forms of surety satisfactory to the County Attorney.

CHATHAM COUNTY RESERVES THE RIGHT TO REJECT ANY/AND OR ALL PROPOSALS AND TO WAIVE ALL FORMALITIES. THIS WILL BE THE ONLY SOLICITATION FOR THIS PROJECT. ONLY THOSE FIRMS RESPONDING TO THE RFP WILL BE ALLOWED TO PARTICIPATE IN THE PROJECT.

"CHATHAM COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER, M/F/H, ALL PROPOSERS ARE TO BE EQUAL OPPORTUNITY EMPLOYERS"

  
MARGARET H. JOYNER, PURCHASING DIRECTOR

SAVANNAH N/P INSERT: March **3**, 2022