



REQUEST FOR PROPOSAL:
CELL PHONE SERVICE
Work Order: IT-4047

DIRECT QUESTIONS TO:

Jo Noon
Network Administrator
Information Technology
416 West 4th Street
Davenport, Iowa 52801
(563) 326-8737

SUBMITT PROPOSALS TO:

Cell Phone Service
Scott County Purchasing
428 Western Avenue
Davenport, Iowa 52801

GENERAL REQUIREMENTS

A. NOTICE

Scott County, Iowa is requesting proposals for Cell Phone Service based upon enclosed specifications. The chosen provider will work with Scott County Information Technology to serve the needs of Scott County with respect to its Cell Phone goals and objectives. Scott County, Iowa reserves the right to reject any and/or all proposals or to accept any portions thereof. If none of the proposals are deemed to be acceptable, Scott County, Iowa reserves the right to negotiate with the contractor(s) whose proposal(s) is the closest to being acceptable or to seek additional proposals after the bid date. Scott County reserves the right to waive any irregularities and technicalities and may, at its discretion, request a re-bid. Cost shall **not** be the sole criterion for awarding the contract. Scope of service and service capabilities of the Cell Phone Service will also be considered.

B. GENERAL TERMS AND CONDITIONS

1. The enclosed specifications constitute the complete set of requirements. Contractors are requested to submit quotations on the basis of these specifications. Exemptions are to be identified. The proposal is to be submitted with (2) two copies, sealed in an envelope bearing the proposal name on the outside and mailed or presented to Scott County Purchasing Department, 428 Western Ave. Davenport, IA 52801 on or before May 23, 2005 at 1:00 p.m.
2. The responsibility for getting the proposal to Scott County, Iowa on or before May 23, 2005 1:00 p.m. is solely and strictly the responsibility of the Proposer. The County will in no way be responsible for delays caused by any other occurrence. Offers by telephone or any other type of electronic communication will **not** be accepted. The specified date and time will be scrupulously observed.
3. If any contractor is in doubt as to the meaning of any part of the specifications, they may request a written interpretation thereof. Any written interpretation sent

to one contractor will be made part of these specifications, and will be issued as an addendum to all contractors to whom the specifications have been provided. For information regarding any matters of this proposal, please contact Jo Noon Network Administrator (563) 326-8737.

4. Scott County, Iowa is exempt from Federal and State taxes. Vendors or contractors doing business with Scott County, Iowa shall not be exempted from paying sales tax to their suppliers for materials to fulfill obligations with Scott County, Iowa, nor shall any vendor or contractor be authorized to use the County's Tax Exemption Number in securing such materials.
5. All contractors must disclose with their proposal the name of any officer, director, co-owner, or agent who is also an employee of Scott County, Iowa.
6. It shall be the responsibility of the successful Proposer to maintain Worker's Compensation Insurance and General Liability Insurance during the period of this contract. General Liability coverage shall not be less than \$1,000,000.00 (one million dollars.)
7. Contractor agrees to protect, defend, reimburse, and indemnify and hold Scott County, Iowa, its agents, employees, and elected officers and each of them free and harmless at all times from and against any and all claims, liability, expenses, losses, costs, fines and damages (including attorney fees) and causes of action of every kind and character incurred by virtue of the performance under this agreement.

C. The following information shall be furnished by each contractor in addition to what is specified above:

1. Vendor's name and address(es).
2. Verification and description of 24 hour service capabilities.
3. Firm quotation in accordance with the attached forms.
4. Authorized signature on the Proposal form of the person submitting the Proposal.
5. Exceptions to any specification.
6. Certificates of Insurance.
7. Information on features or programs.
8. All guarantee and warranty statements.



Attachment A

Service Sites:

Scott County Courthouse and Main Jail

- 416 West Fourth Street, Davenport, Iowa 52801

Scott County Administrative Building

- 428 Western Avenue, Davenport, Iowa 52801

Scott County Tremont Jail Annex and Patrol Division

- 4715 Tremont Avenue, Davenport, Iowa 52807

Scott County Conservation Department

- West Lake Park, 14910 110th Avenue, Davenport, Iowa 52804
- Scott County Park, 19251 290th Street, Long Grove, Iowa 52756

Wapsi River Environmental Education Center

- 31555 52nd Avenue, Dixon, Iowa 52745

Scott County Secondary Roads

- 518 West 4th Street, Davenport, Iowa 52801
- 950 East Blackhawk Trail, Eldridge, Iowa 52748

Attachment B

SERVICE SPECIFICATIONS

Cell Phone Service

- 87 standard cell phones with desktop chargers, in-car chargers, and hands free/speaker phone capability. 5 of these Cell Phones require in car hands free installation. (Push-to-Talk capability is desirable.)
- 20 cell phones with Palm OS or MS Pocket PC OS with desktop chargers, in-car chargers, and hands free/speaker phone capability.
- Digital service for 107 cell phones with Plans for monthly minutes ranging from 250 to unlimited.
- Service Plans should include text messaging, caller id, caller id blocking, no answer/busy transfer, three way calling, message waiting indicator, enhanced voice mail, e-mail, unlimited night and weekend minutes, and domestic long distance service.
- 24 hours a day, 365 days a year toll free maintenance and support.
- Installation of amplification equipment in the Courthouse Lower Level (basement).
- Service study of all Service Sites (reference Attachment A) by provider and amplification equipment installed as needed to provide cell service.
- Scope of coverage for home service should include at a minimum a one hundred mile radius from the Scott County Administrative Center, including all surrounding counties in Iowa and Illinois and the entire State of Iowa.
- A single bill with detailed billing by phone.
- No charge for activation or termination during the life of the contract.
- No charge for change in plans during the life of the contract.
- No charge for Addition/Subtraction of phones on contract.
- No charge for upgrade of phones and chargers every two years.

- Scott County will be provided four standard cell phones for emergency replacement use. These phones will not be active until requested.
- Responsibility of the successful bidder to buyout the current County contract. This cost is \$175 per line.
- The life of the contract will be set at (4) four years. The contract will not auto renew but go to month-to-month at the conclusion of the contract.
- Current Scott County cell phone numbers will be ported by service provider awarded RFP.

Current County numbers to be ported:

320-1607	343-1062	940-8239
320-2046	343-3138	343-9849
320-2269	343-1105	940-0585
320-3374	343-1163	940-2210
320-4934	343-1189	940-2251
340-0056	343-1381	940-3614
340-0058	343-1704	940-3615
340-1013	343-1816	940-3651
340-1044	343-1854	940-5012
340-1054	343-2663	940-5013
340-1056	343-2306	940-5014
340-1057	343-2315	940-5308
340-1060	343-2568	940-5309
340-1390	343-2525	940-5312
340-1553	343-2535	940-5313
340-2004	343-2615	940-5314
340-2012	343-2662	940-8201
340-2652	343-3162	940-8202
340-3136	343-3244	940-8204
340-3139	343-3313	940-8205
340-3161	343-4218	940-8214
343-4775	343-4393	940-8228
340-5609	343-4445	940-8229
340-5610	343-4744	940-8230
340-5613	343-5831	940-8236
340-5618	343-6561	940-8900
340-5622	343-6803	940-8934
340-5628	343-7174	
340-5742	343-7250	
340-5974	343-7711	
343-1673	343-7712	
340-7762	343-7713	
340-7768	343-7717	
340-7772	343-7795	
340-7773	343-7956	
340-8428	343-7957	
340-8550	343-8608	
340-9041	343-9134	
340-9097	343-9338	

Attachment C

STATEMENT OF FACTS



Attachment D

PROPOSAL FORM

It is agreed that this proposal for Cell Phone Service is in accordance with specifications except for any written exceptions herein noted.

Person Submitting Proposal

Title

Company

Date

Address

Telephone Number