

## **REQUEST FOR PROPOSALS**

### **CITY OF NOME**

### **POLICE AND EMERGENCY SERVICES 911 AND RADIO**

### **SYSTEM CONSULTING**

### **CITY OF NOME**

### **102 DIVISION STREET**

**P.O. BOX 281,  
NOME, AK 99762  
907-443-6663**

The City of Nome will receive sealed proposals from qualified proposers for a contract for evaluation and analysis of the City's 911 systems and radio communications and to provide recommendations for improvements to its 911 system and radio communications.

Interested persons may receive a proposal package by registering with the City Clerk by email [bhammond@nomealaska.org](mailto:bhammond@nomealaska.org), phone at 907-443-6663, or by fax at 907-443-5345. RFP Documents will be available on October 6, 2022

The deadline for submission of sealed proposals is Thursday November 10, 2022 at 3:00 p.m. AKT local time and shortly thereafter the proposals will be opened publicly. Proposals must be submitted to the City Clerk at City Hall and arrive before the time specified. Proposals must be submitted in a sealed envelope and marked clearly on the envelope as:

#### **“City of Nome Emergency Services Radio System Proposal”**

The name and address of the proposer shall also be clearly marked on the envelope. Fax and email submissions are not allowed, though modifications by fax are permitted.

The City intends to award a contract based on the proposal that represents the best value to the City, determined by the City. The City of Nome reserves the right to reject any and all proposals, to waive informalities, and to reject non-conforming, non-responsive, and proposals from unqualified proposers.

**REQUEST FOR PROPOSALS**  
**CITY OF NOME**  
**POLICE AND EMERGENCY SERVICES 911 AND RADIO SYSTEM**  
**CONSULTING**

**Due Date: November 10, 2022 3:00p.m. AKT**

The City of Nome, (City) is requesting proposals from qualified proposers to provide technical consulting services related to the City's radio system operated by the Nome Police Department and Emergency Services.

**1. Background & System Requirements.** The City of Nome, (City) operates a 911 system ("System") that serves police and emergency services. The City has upgraded the System over time. It purchases an average of two new vehicles a year with new radio equipment and continues to purchase new Kenwood police radios to outfit its vehicles.

The System is failing at times. The City is not sure if the failure is a software problem, the repeater system, other hardware, or a combination thereof. The System experiences dead zones with respect to radio operability within the City Limits. While City staff have tried to address the problem, these dead zones persist in town.

The City of Nome seeks a reliable system capable of maintaining lines of communication between dispatch at the Public Safety Building and NPD officers and Fire and Ambulance personnel while performing their public safety functions. Such system should be expandable and easily maintained. The City of Nome will need to have access to remote technical support for minor issues and a technician that is able to travel to Nome and address unresolved issues before they become major.

The System needs to include one or more repeaters, a dispatch center, radios in police, fire and ambulance rigs, radios / pagers for on call emergency responders, and the requisite software to efficiently use such hardware. The System must also include a NG-911 system that allows for a clear and concise dispatch system for police, fire, and ems, and interoperability for other agencies such as AST, Port, Public Works, Airport, Nome Disaster, etc. Radio decoding and P25 encryption on a digital signal is required. Fire/EMS can be unencrypted.

**2. Description of Services.** The selected proposer will evaluate and analyze the System, including on-site evaluation in Nome, and draft a report that identifies the cause of System failures and other weaknesses. The report shall also contain recommendations for

eliminating System failures and recommended improvements to the System or a new system, whichever is more cost effective to provide reliable communications for police and emergency services.

Following the report, the selected proposer is expected to continue to consult with the City regarding implementation of recommendations. This phase of the work may include assistance with a solicitation of bids for hardware and related services necessary to implement those recommendations approved by the City.

**3. Timeline for Services.** Following the award of a contract, the City will provide the selected proposer with records and other information relating to the System. On-site evaluation is expected to occur in December 2022. The report should be delivered to the City by January 31, 2023. The timeline for follow-up consulting services depends upon the recommendations contained in the report.

**4. Disclosure.** The City of Nome will be using set aside E-911 funding, so the project is not dependent on outside grant funding for financing the review and design of the system.

**5. Proposal Requirements and How to Submit.** Submit three (3) unbound original copies and a searchable electronic copy of the response to the City Clerk's Office at:

Bryant Hammond  
City Clerk  
102 Division Street / PO Box 281  
Nome, AK 99762

Proposals must be submitted in a sealed envelope, properly addressed to the City of Nome, contain the proposer's name and address, and be clearly marked "City of Nome Emergency Services Radio System Consulting Proposal".

Sealed proposals must be received before 3:00 PM AKST on Thursday, November 10, 2022 to be considered. The City of Nome is not responsible for retrieving GoldStreak packages at Alaska Airlines. The United States Postal Service has been slow lately, please take extended delivery times into account when shipping the Proposal package.

All questions regarding the content of the RFP should be directed to:

Glenn Steckman  
City Manager  
[gsteckman@nomealaska.org](mailto:gsteckman@nomealaska.org)  
907-443-6600

If necessary, the City will issue addenda to modify conditions or requirements of this RFP via email to registered contractors. Interested contractors must register with the City Clerk to receive potential addenda.

The City Clerk may be contacted at:

Bryant Hammond  
[bhammond@nomealaska.org](mailto:bhammond@nomealaska.org)  
907-443-6611

**6. Proposal Requirements:** The proposal shall not exceed ten pages in length, using 12 point font. Resumes for key personnel shall not be counted toward the page limit. The proposal shall contain the following information:

- a. Proposer's key personnel - include brief resumes of key personnel
  - i. Certifications
  - ii. Training
  - iii. Experience
- b. Proposer's experience - include descriptions of at least 3 similar completed projects
- c. Approach to accomplishing the goals of the project
  - i. Describe significant issues or problems likely to be encountered and how the City should effectively address them
  - ii. Indicate how the proposer will address the issue of dead zones
  - iii. Identify potential suppliers of the radio equipment necessary to achieve the goals of the project
  - iv. Describe a strategy to maintain an effective system into the future
- d. Fee Structure.
  - i. Describe the method for estimating the cost of the project.

**7. Proposal Review and Scoring.** Responsive proposals will be reviewed and scored by a panel of City staff based on the following metrics:

Key Personnel – 20%  
Proposer's Experience – 25%  
Project Approach – 35%  
Fee Structure – 20%

8. **Contract Type:** The contract will be lump sum, payable upon successful submission of street ready biddable documents to the City of Nome.