

Lincoln County Sheriff's Office

REQUEST FOR PROPOSALS



Updated Lincoln County Public Safety Communications System Plan

Issue Date: January 12, 2024

Due Date and Time: February 9, 2024 at 3:00 pm PT

Contact: Samantha Buckley, sbuckley@co.lincoln.or.us

REQUEST FOR PROPOSALS LINCOLN COUNTY PUBLIC SAFETY COMMUNICATIONS SYSTEM PLAN

1. Introduction and Purpose

The Lincoln County Sheriff's Office located in Newport, Oregon hereinafter referred to as "County" is issuing a Request for Proposals (RFP) relevant to its Public Safety Communications System. The RFP calls for proposals to update the 2017 Public Safety Communications System Plan (2017 Plan) prepared for the county. That plan provided for an assessment of the existing simulcast radio system and an analysis of radio channel utilization. It included recommendations for testing and improving system coverage and audio quality throughout the County.

Since 2017, system enhancements have been made. The system as it exists today is briefly described in Section 4 below. Additional upgrades are currently planned and funded. The updated plan will evaluate Lincoln County's current and proposed communication systems described in this RFP, review and update the assessments and recommendations in the 2017 Plan, and address future growth and expansion of the system including regional coverage, technological advances, identification of current gaps in coverage, and identification of system wide capability in a natural disaster (Cascadia Subduction Zone) or human-caused terrorist attack.

This request is intended to provide interested qualified vendors with sufficient information to prepare and submit proposals to provide any or all of the services to be identified herein. All proposals shall be submitted in accordance with this proposal request.

2. Definitions

2.1. As used in this RFP:

2.1.1. "Contractor" means a person or entity or persons or entities selected by the County through this RFP who enters into a contract with the County;

2.1.2. "County" means Lincoln County, a Political Subdivision of the State of Oregon;

2.1.3. "Offeror" means any person or entity that submits a proposal in response to this RFP.

2.1.4 "2017 Plan" refers to the August 2, 2017 Lincoln County, Oregon Public Safety Communications System Plan prepared by Federal Engineering. A copy

of the plan is provided at this link: [2017 Lincoln County Public Safety Communications System Plan](#)

- 2.2. When not inconsistent with the context, words in the plural number include the singular, and words in the singular include the plural.

3. Information Concerning RFP and Instructions

3.1. The County Emergency Manager is the sole point of contact for this selection action. All correspondence pertaining to this RFP should be directed to Samantha Buckley at sbuckley@co.lincoln.or.us. Phone (541) 265-4199. Offerors are strongly urged to follow up and to verify that any submittals to the County Emergency Manager are in fact received by her.

3.2. Offerors are cautioned not to make any assumptions as to the implied meaning or intent of any part of this RFP. Offerors should request clarification if needed. Every request for information on, or clarification of, the RFP must be submitted to the County Emergency Manager in writing via email by 5:00 P.M. on January 23, 2024.

3.3. Any prospective Offeror who contends that the provisions of this RFP or any aspect of the procurement process will encourage favoritism in the award of the contract for services or substantially diminish competition must file a written protest to the County Emergency Manager via email by 5:00 P.M. on January 19, 2024. Failure to file a protest by January 19, 2024, will be deemed a waiver of any claim by any Offeror that the selection procedure violates any provision of ORS Chapter 279B, Lincoln County Code Chapter 7, or any County Rules for Selection of Persons to Perform Personal Services.

3.4. The following schedule of events shall be followed for this RFP:

| | |
|--|------------|
| Issuance of RFP | 01/12/2024 |
| Protests of Requirements are due by 5:00 P.M. | 01/19/2024 |
| Questions from Offerors are due by 5:00 P.M. | 01/23/2024 |
| Written Responses to all Offerors are due on | 01/26/2024 |
| Proposals are due at 3:00 P.M. on | 02/09/2024 |
| Sheriff approves Vendor/ Contract Finalized | 02/16/2024 |
| Board of Commissioners approves Contract Award | 02/21/2024 |
| Contractor begins work on Contract by | 03/01/2024 |
| Contractor completes work under the Contract | 05/15/2024 |

All times are Pacific Time.

3.5. Proposals shall be emailed to Samantha Buckley, Lincoln County Sheriff's Office, at the following address:

Samantha Buckley, Emergency Manager

sbuckley@co.lincoln.or.us

Subject line: "Lincoln County Updated Public Safety Communications System Plan RFP"

- 3.6. Proposals will be reviewed by Samantha Buckley, Lincoln County Sheriff's Office, and a review committee established by County. Proposals will be accepted until 3:00 P.M. on February 9, 2024. No late proposals will be accepted.
- 3.7. Questions should be directed to Samantha Buckley, sbuckley@co.lincoln.or.us.
- 3.8. Under no circumstances will County be responsible for any Offeror's costs and expenses incurred in submitting responses to this solicitation, which includes any costs for site visits or interviews required by County. Offerors responding to this solicitation do so solely at their own cost and expense.
- 3.9. The County will select a Proposal that will be most advantageous to the County. The Proposals will be reviewed by the County Sheriff and Staff who will recommend a Proposal to the Lincoln County Board of Commissioners. The County will evaluate Proposals on the criteria identified below. Less weight may be given to the proposed costs than the other criteria. Interviews by the County are at the County's discretion; however, the top two or three Offerors may be interviewed prior to final selection. The County may also contact individual Offerors for clarification of the Proposal. If any selection criteria or system required component is modified by the County in this process, County will notify all Offerors and provide them an opportunity to adjust their Proposals. The Board reserves the right in its sole discretion to determine which Offeror will best meet the needs of the County for this project. Evaluations and decisions will be on the basis of the following:
 - 3.9.1. A demonstrated understanding of the project.
 - 3.9.2. Thoroughness and detail of the Proposal.
 - 3.9.3. Knowledge and experience of key personnel with projects of a similar scope and nature.
 - 3.9.4. Availability of key personnel and demonstrated ability to meet the proposed work schedule.
 - 3.9.5. Performance history on past projects for clients including, but not limited to, quality of work, ability to meet schedules, cost control,

- and working relationship with clients.
- 3.9.6. Reference responses.
 - 3.9.7. Ability to perform the services being considered.
 - 3.9.8. Determination of which Proposal best meets the needs of the County for this project.
- 3.10. The County reserves the right to accept or reject any or all Proposals received as a result of this request, to modify the RFP requirements by written addendum, to negotiate a final agreement with modifications with the selected Offeror, to cancel, in part or in its entirety, the RFP if it is in the best interest of the County to do so.
- 3.11. Offerors must return the following information with their Proposal; failure to comply may result in the Proposal being rejected by the County:
- 3.11.1. The Offeror's name, address, telephone number and E-Mail.
 - 3.11.1.1. A detailed and comprehensive Proposal, showing cost break down and identification of key personnel who will work on the project.
 - 3.11.2. Verifiable customer references. County reserves the right to review other customers of Offeror not provided as references.
- 3.12. The proposal must identify any confidential information that the Offeror contends is exempt from disclosure under ORS 192.502(1) and 192.502(2) or other applicable law. The County will endeavor in good faith to honor appropriate requests for exemption from disclosure, but the County reserves exclusive discretion to determine whether information qualifies for a statutory exemption. County's obligation under this subsection shall survive selection of an Offeror.
- 3.13. Lincoln County reserves the right to "NOT AWARD" the project period, if for any reason it is not satisfied with the responses, the project exceeds budget, or any other reason at County's sole discretion.
- 3.14. Desired project start date after award and final contract is executed acknowledging start and completion dates shall be no later than March 1, 2024.
- 3.15. Contractor shall maintain throughout the term of the contract, at its own expense, and shall require any and all of its subcontractors to maintain

throughout the term of the contract at their own expense, general liability insurance in an amount of not less than the amount for a County under the Oregon Tort Claims Act, ORS Chapter 30.

3.15.1. Contractor shall provide evidence of such insurance by submitting an insurance certificate provided on a standard "ACORD" or comparable form. Copies of all such policies shall be furnished to Lincoln County upon request.

3.16. County will not vary the terms of this RFP without issuance of a written addendum. The County reserves the right to extend the time for submission of Proposals at its sole discretion.

4. System

4.1. Site information. The current public safety communications layout in Lincoln County consists of a 6 site, 5 channel, analog, VHF, simulcast system. Two channels are used for law enforcement, two channels are used for fire, and one channel is used for County Public Works. There are also two other systems in the County, one used by the Lincoln City Police Department, and one used by the Toledo Police Department. There are three dispatch centers serving Lincoln County; Willamette Valley Communications Center (WVCC) serves two of the four law enforcement agencies, and six of the eight fire districts. Lincoln City Police Department serves one law enforcement agency and one fire district. Toledo Police Department serves one law enforcement agency and one fire district. All three centers utilize the main simulcast system. In addition, Pacific West Ambulance uses the system for paging and communications.

4.1.1. Highland Estates, Lat: 45-00-21.5N Long: 123-57-0.5W Elevation: 676', Tower Height: 185'.

The site is a spur site leased from Crown Castle. The site is commercially powered with no permanently installed back-up generator. During power outages, a portable generator is delivered to the site. A plan for a permanent on-site generator is in development and funded.

The equipment on the tower consists of a microwave dish pointed toward the 17th Street tower site and transmit and receive antennas associated with the simulcast system.

The building contains the Aviat installed Eclipse IRU600 microwave system and related equipment and the Day Wireless installed

Motorola GTR 8000 Base Radio and related five channel simulcast equipment. All equipment associated with the microwave and simulcast systems at this site is included in this maintenance agreement. A link to the equipment list will be included in this RFP.

Space is shared on this site with North Lincoln Fire and Rescue for a separate channel it utilizes for the regional system.

- 4.1.2. Otter Crest, Lat: 44-45-22.1N, Long: 124-02-59.0W Elevation 1025', Tower Height: 150'.

Lincoln County leases this site from a third party. It is identified as the "prime" site. The site is commercially powered and backed up by emergency generator power.

The equipment on the tower consists of a microwave dish pointed toward the 17th Street tower, a microwave dish pointed toward the Lincoln County Jail site, and a microwave dish pointed toward the Euchre Mountain site. The tower also contains transmit and receive antennas associated with the simulcast system.

The building contains the Aviat installed Eclipse IRU600 microwave system and related equipment and the Day Wireless installed Motorola GTR 8000 Gateway and Base Radio and related five channel simulcast equipment. All equipment associated with the microwave and simulcast systems at this site is included in this maintenance agreement. A link to the equipment list will be included in this RFP.

Space is shared on this site with North Lincoln Fire and Rescue for a separate channel it utilizes for the regional system.

- 4.1.3. Euchre Mountain, Lat: 44-50-5.1N, Long: 123-52-16.0W Elevation 2445', Tower Height: 150'.

The site is leased from the State Radio Project. The site does not have commercial power and is powered by solar and generator sources.

The equipment on the tower consists of a microwave dish pointed toward the Otter Crest site and a microwave dish pointed toward the Table Mountain site. The tower also contains transmit and receive antennas associated with the simulcast system.

The building contains the Aviat installed Eclipse IRU600 microwave system and related equipment and the Day Wireless installed Motorola GTR 8000 Base Radio and related five channel simulcast equipment. All equipment associated with the simulcast system at this site is included in this maintenance agreement. The microwave link and associated equipment for the path to Table Mountain is maintained by the State Radio Project. The microwave path to Otter Crest and associated equipment is included in this maintenance agreement. A link to the equipment list will be included in this RFQ.

- 4.1.4. 17th Street tower, Lat: 44-58-36.8N, Long: 124-00-31.6W Elevation 203', Tower Height 70'.

This site is owned by the City of Lincoln City and use is allowed per agreement. The site is commercially powered and backed up by emergency generator power. This is a pass through site with microwave equipment only. There is no simulcast system equipment at this site.

The equipment on the tower consists of a microwave dish pointed toward the Highland Tower site and a microwave dish pointed toward the Otter Crest site.

The building contains the Aviat installed Eclipse IRU600 microwave system. All equipment associated with the microwave system at this site is included in this maintenance agreement. A link to the equipment list will be included in this RFP.

This site as owned by the City of Lincoln City is the primary site for Lincoln City Police Department Dispatch Center. North Lincoln Fire and Rescue is on the site but on to receive communications.

- 4.1.5. Table Mountain, Lat 44-28-33.4 N, Long 123-50-12.4 W, Elevation 2817', Tower Height 180'.

This tower at this site is leased from the Central Lincoln PUD and the building space is leased from the State Radio Project. The site is commercially powered and backed up by emergency generator power. The microwave system on this site is maintained by the State Radio Project and is not part of this maintenance agreement.

The equipment on the tower consists of transmit and receive antennas associated with the simulcast system.

The building contains the Day Wireless installed Motorola GTR 8000 Base Radio and related five channel simulcast equipment. All equipment associated with the simulcast system at this site is included in this maintenance agreement. A link to the equipment list will be included in this RFP.

Space is shared on this site with North Lincoln Fire and Rescue for a separate channel it utilizes for the regional system.

This site also serves the City of Toledo Police Department Dispatch Center.

- 4.1.6. Cape Perpetua, Lat: 44-17-37.1N, Long: 124-04-49.7W Elevation 1429', Tower Height 180'.

The site is owned and operated by Lincoln County. The site is commercially powered and backed up by emergency generator power.

The equipment on the tower consists of a microwave dish pointed toward the Lincoln County Jail site and a microwave dish pointed toward the Prairie Peak site. The tower also contains transmit and receive antennas associated with the simulcast system.

The building contains the Aviat installed Eclipse IRU600 microwave system and related equipment and the Day Wireless installed Motorola GTR 8000 Gateway and Base Radio and related five channel simulcast equipment.

- 4.1.7. Lincoln County Jail, Lat: 44-38-09.6N, Long: 124-03-19.1 W, Elevation 132', no tower, antennas mounted on roof.

The site is owned and operated by Lincoln County. The site is commercially powered and backed up by emergency generator power.

There is no tower at this site. The equipment at the site consists of a microwave dish pointed toward the Otter Crest site and a microwave dish pointed toward the Cape Perpetua site. The tower also contains transmit and receive antennas associated with the simulcast system. The microwave dishes and antennas are mounted on the roof of the Lincoln County Jail.

The communications room is located in Pod-C of the building and contains the Aviat installed Eclipse IRU600 microwave system and related equipment and the Day Wireless installed Motorola GTR 8000 Gateway and Base Radio and related three channel simulcast equipment. This site currently only has three channel simulcast capability with the ability to expand to all five channels in the future. All equipment associated with the microwave and simulcast systems at this site will be included in this evaluation of the Lincoln County Public Safety Communications System Plan. A link to the equipment list will be included in this RFP.

- 4.1.8. City of Toledo Water Treatment Plant, Lat: 44-37-37N, Long: 123-56-56W, Elevation 320', Tower Height 100'. This site serves the City of Toledo Police Department Dispatch Center as their repeater site for Fire West, Toledo Police Department and Toledo Public Works.
- 4.1.9. Baber Mountain, Lat: 44-37-19N, Long: 120-47-23W, Elevation 1429', Tower Height 75'. This site has a 16' building that serves the City of Toledo Police Department Dispatch Center for Toledo East; University of Oregon also utilizes this site with an earthquake sensor monitor with remote connection.
- 4.1.10. Josephine Park, Voter Site, Lat: 44-55-1.20N, Long: 124-1- 8.60W , this site serves the City of Lincoln City Police Department Dispatch Center.
- 4.1.11. Lincoln City Building Locations, Police Department, has voter with fiber optic link to City Hall 44 degrees 57' 41.00" N 124 degrees 0' 40.10" W. City Hall relays the PD signal via microwave type wireless to 17th & Oar, 44 degrees 57' 40.97 N 124 degrees 0' 57.05' W

Lincoln City is also testing a 5watt Voter on Highland (old Lincoln County Sheriff Office site) with a Lincoln City Police Department backup channel.

4.2. Equipment lists.

- 4.2.1. Microwave equipment list available at this link:
<https://www.co.lincoln.or.us/DocumentCenter/View/4860/Microwave-Equipment-List-?bidId=>
- 4.2.2. Simulcast equipment list available at this link:

<https://www.co.lincoln.or.us/DocumentCenter/View/4861/Simulcast-Equipment-List?bidId=>

4.3. 4.3 System Upgrades Currently Planned and Funded

4.3.1. Lincoln County has obtained funding for system upgrades that are planned or potentially available through 2024 and 2025, including this update to the 2017 Lincoln County Communications Plan. Those upgrades are identified below:

4.3.2. Microwave. System components including dishes and associated equipment for all county owned dishes, including Highland, Euchre, Otter Crest, Cape Perpetua and Jail will be replaced summer/fall of 2024.

4.3.3. Spectracom GPS Timing Units. These units will be upgraded at all locations

4.3.4. Antenna Systems. Rx antennas will be replaced with Tx dual dipole antennas.

4.3.5. Expanding Simulcast Channel 3. Expanding channel for Fire Agencies countywide proposed to be added to Simulcast System and equipment currently in use be transferred to System.

4.3.6. Combining Systems. With the addition of the expanded simulcast channel, all combining systems will likely be upgraded due to age of current system and environment in which they operate. At this point they perform as expected.

4.3.7. Otter Crest Site building. Will be replaced and relocated at site. Larger building planned. Increase batteries and HVAC capacities.

4.3.8. Generators (backup). Otter Crest site will receive replacement generator as part of new building plan. Highland will also receive a new generator (none currently at site).

4.3.9. Other possible projects in phase 1 of federal funding include improvements at 17th and Oar in north county and Lincoln County Jail as well as Lincoln City and Toledo dispatch centers, and Babel Tower Site improvements. Larger phase 2 projects and phase 3 equipment will be considered.

4.3.10. Trunking Technology. Is there potential for this technology in the future communications systems?

4.3.11. Other Technologies. Is there potential for other technologies such as FirstNet or similar services that use cellular frequencies to enhance radio performance?

4.3.12. Plan and Budget. Develop a plan and scalable budget to move forward with system maintenance and enhancements.

5. The successful Offeror who will be awarded the contract for the update of the Lincoln County Public Safety Communications System Plan must include the following criteria upon completion of the project:

- 5.1. Utilization of regional channels and need for additional regional frequencies. Does the proposed expansion of Fire Channel 3 (a) correct existing issues with Channel 3, and (b) would the expanded system present any problems or issues such as interference with existing systems including those near or overlapping our service areas? Alternatively, is there a benefit to add regional single site repeaters for fire agencies to move operational traffic and free up existing simulcast channels for other operations? Identify ongoing maintenance and operational costs.
- 5.2. Identifying issues with North and East County coverage including Hwy 18 east of Mile Post 8 and pockets in west area of North County, South end of Lincoln City in Cultler area, and east county generally. Will expanded Channel 3 correct those issues? Is enhancement or integration of cellular service or other alternatives useful for the gaps in coverage. Recommend alternatives.
- 5.3. Identifying issues in Newport area coverage for police and fire needs (South Beach). Recommend any system alternatives including new voters or repeaters and identify possible locations for these alternatives.
- 5.4. Identifying redundancy in current system and outlaying plan for all three communications centers during an outage, disaster, or major event.
- 5.5. How should law enforcement and fire use the additional simulcast frequencies for coordination of major events, or during spontaneous needs (vehicle pursuit, etc.)?
- 5.6. Identify other gaps in coverage and solutions for improvement. Include all systems and frequencies.
- 5.7. Provide an updated Tactical Interoperability Communications Plan (TICP) for Lincoln County and coordination with outside agencies.
- 5.8. Evaluate current system, and determine what will be operational after a major earthquake, such as Cascadia. Identify how public safety will communicate after an event that disrupts the system.
- 5.9. Determine security enhancements at each site.
- 5.10. Identify future communications needs in Lincoln County, including evaluating digital vs analog, and technological advances. Include next generation communications system options and recommendations.

6. Interpretations of contract documents.

- 6.1. The specifications are considered by the County to be complete, clear, and understandable. The contract, when executed, and the RFP shall be deemed to include the entire agreement between the parties, and the Contractor shall not claim any modification thereof resulting from any representation or promise made at any time by any officer, agent or employee of the County, or by any other person, unless such modification is in writing and is signed by both parties. A sample of the contract to be awarded will be available for review on the County website here:
<https://www.co.lincoln.or.us/DocumentCenter/View/4932/Lincoln-County---Sample-Agreement-PDF>
- 6.2. Prior to submitting a Proposal, Offeror shall contact the County for clarification, irregularities, or apparent errors which may be contained in the Request for Proposals documents. The County reserves the right to waive minor irregularities or errors contained in the submitted Proposal. In cases of doubt or differences of opinion concerning the interpretation of this RFP, the County shall have the exclusive discretion to determine the intent, purpose, and meaning of any provision in this RFP. Failure on the Offeror's part to request clarification shall obligate the Offeror to abide by the County's decision as to the intended meaning of any portion of the Proposal documents. The evaluation of Proposals shall be the sole responsibility of the County and will be based on information furnished by the Offeror as well as on other information available to the County. County reserves the right to reject the Proposal of any Offeror who previously failed to perform properly to the satisfaction of County, or complete on time agreements of a similar nature, or to reject the Proposal of an Offeror who is not in a position to perform such an agreement satisfactorily as determined by County. THE COUNTY RESERVES THE RIGHT TO REJECT ANY OR ALL PROPOSALS if in the best interests of the County.

7. Modification of Proposal.

- 7.1. Proposals submitted may be modified in writing prior to 3:00 pm February 9, 2024. Any modifications shall be prepared on the company letterhead, signed by an authorized officer, and state that the new document supersedes or modifies the prior Proposal. To ensure the integrity of the Request for Proposal process, the emails containing any modifications to a Proposal shall be marked as follows:

**RFP Modification
Lincoln County Public Safety Communications System Plan**

Update

8. Withdrawal of Proposal.

- 8.1. Proposals may be withdrawn by written request received from Offerors prior to 3:00 pm February 9, 2024.