

Request For Proposals (RFP)

POSTED DATE: May 20, 2022

DEADLINE: May 27, 2022, 1:00 pm



Digital Signage for Barton County Health Department

Project Introduction

Barton County is seeking an experienced and qualified business, licensed in the State of Kansas, to perform professional services for the acquisition of and for the installation of a new LED digital sign for the Barton County Health Department located at 1300 Kansas Avenue, Great Bend, Kansas 67530.

The County's purpose for this Request for Proposal (RFP) is to gather proposals for the acquisition/installation of a professional LED display monitor, digital signage software, and all necessary cabling and wire runs and to enter into an agreement with the chosen business.

Device Specifications

Daktronics sign will be double sided 10mm display cabinets 64"x90"x5" cabinet dimensions with 58"x77" active display area 144x216 pixels. Use cell modem communication with cloud based content software. The county requires these devices be compatible with and capable of running digital signage software and will require the installation of said software (including licenses as required) for the device prior to completion. Must include a temp sensor. Pole(s) structure installed in ground with aluminum cladding around pole(s). Additionally, 33"x64" double sided illuminated sign cabinet with white polycarbonate faces and internal LED illumination. Include a five (5) year (at minimum) warranty on displays and five (5) year (at minimum) service agreement. This RFP includes the necessary cabling and wiring for data power. Device must support 24/7 operation.

Project Requirements

Please provide the following:

- Name, address, phone number, and email of the office which would be providing the service to Barton County as well as the location of the home office if other than the above
- Number of years in business
- Former names (if any)
- Insurance coverage

Examples of supporting materials that should be included with the proposal include:

- Graphs, charts, photos, resumes, plans, reports, or similar documentation
- Project examples and materials that illustrate innovative solutions
- Narrative explaining potential Barton County challenges
- Experience with local agency projects
- Warranty and service information

Project Funding Source

This expenditure could be supported, in whole or in part, by the Coronavirus State and Local Fiscal Recovery Funds, awarded to Barton County by the U.S. Department of Treasury.

Project Timeline

The awarded Vendor must implement the project within **100 working days from the date of contract.**

Additional Evaluation Criteria

The Barton County Commission shall evaluate the proposals based on the criteria and weight as set forth below.

Proposal Content and Evaluation Criteria	Maximum Score
Introductory Letter	Pass/Fail
Experience of Business	15
Capacity	25
Proposed Fee	25
Methodology	20
Supporting information	15
Total Possible Points	100

Additional Evaluation Criteria

Following receipt and review of the proposals by the County, selected vendors(s) may be contacted for clarification of their proposal. The decision to request clarification at this time will be at the County's sole discretion based on evaluation of respondent's proposal. Although the County may request clarification of the proposal terms in order to select among the final candidates, it is not the County's intent to seek extensive clarification of the proposals received. Therefore, it is to the benefit of the respondent to provide an explicit, detailed, and complete discussion of the work in the proposal.

Project Inquiries

Questions concerning the Request for Proposal must be submitted in writing via email or letter to:

Karen Winkelman
Public Health Director/Local Health Officer
Barton County Health Department
1300 Kansas Avenue
Great Bend, KS 67530
(620) 793-1902
kwinkelman@bartoncounty.org

Submission Procedure

- Vendors may receive electronic notifications and submit proposals electronically through Vendor Registry, a link found under the Procurement tab at www.bartoncounty.org.*

OR

- Proposals may also be submitted via mail or courier to Barton County Clerk, 1400 Main Street, Room 202, Great Bend, KS 67530.*

Barton County will not consider any proposal not prepared and not submitted in accordance with the provisions hereof and may waive any informalities or reject any and all proposals. Any proposals may be withdrawn prior to the above scheduled time for the opening of bids or authorized postponement thereof. Any proposal received after the time and date specified shall not be considered. Proposals submitted after the closing date and time will be returned unopened. Proposals may not be withdrawn within sixty (60) days after the actual date of the opening thereof.

Awarding Bids/Proposals/Contracts

Barton County reserves the right to reject any and all bids/proposals/contracts and award in the County's best interests. Barton County will award bids/proposals/contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. In addition, consideration will be given to such matters as contractor integrity, compliance with public policy, a record of past performance, and financial and technical resources.

Barton County cannot enter into contracts with entities that have been suspended or debarred from participating in contracts supported with federal funds. For contracts over \$25,000 supported with federal funds, Barton County will verify that a contractor is not excluded or disqualified by either:

- *Checking SAM (www.sam.gov);*
- *Collecting a certification from that contractor; or*
- *Adding a clause or condition to the cover transaction with that contractor.*

False or Misleading Statements

In the opinion of Barton County, if your proposal contains false or misleading statements or references which do not support the function, attribute, capability, or condition of your company and the products and services outlined in your proposal, your proposal will be rejected.

Conflicts of Interest

Vendors must list any current or potential clients or projects which may be (or cause) a conflict of interest in working for Barton County and describe the possible extent of the conflict.

Modification of Bids/Proposals/Contracts

Modifications to bids/proposals/contracts already submitted will be allowed if submitted in writing before the deadline. Modifications shall be submitted and shall not reveal the total amount of either the original or revised proposal.