

August 17, 2012

Notice to Potential Proposers

**BULLETIN NUMBER 1
REQUEST FOR PROPOSALS
LOS ANGELES COUNTY OFFENDER MONITORING SYSTEM
REQUEST FOR PROPOSAL NUMBER 481-SH**

INTRODUCTION

The Los Angeles County Sheriff's Department (Department) is issuing this Request for Proposals (RFP) to solicit proposals from interested and qualified vendors (Proposers) for a Los Angeles County Offender Monitoring System (LACOMS). Proposers shall provide the planning, installation, configuration, implementation, case management, Active Case Management, and maintenance of an electronic offender monitoring system for tracking designated offenders under the jurisdiction of the Department.

The selected Proposer shall provide a System that is:

- An operationally proven, commercial off-the-shelf (COTS) offender monitoring system solution designed for the correctional industry and requiring minimal Software customization; and
- A turnkey operation with the selected Proposer providing ongoing Warranty and Maintenance Support subsequent to rollout of the System; and
- Configurable to meet the LACOMS Requirements

The selected Proposer shall provide a single-unit electronic monitoring device or mechanism (Tracking Device) that is attached to the ankle of a Participant for purposes of tracking the whereabouts of such Participant at all times consistent with the rules for participation in the LACOMS program. The selected Proposer shall provide electronic offender monitoring using at least two (2) distinct levels of tracking: a) Global Positioning System (GPS) tracking combined with indoor tracking via cell tower triangulation (Cellular) or comparable technology that provides universal coverage; and b) Passive Radio Frequency (RF) Tethers or comparable technology for home or limited area detention.

PROPOSER'S MINIMUM MANDATORY REQUIREMENTS

Each interested and qualified Proposer that can demonstrate its ability to successfully provide the required System and related services outlined in Appendix B, Statement of Work, and throughout this RFP is invited to submit a proposal, provided the Proposer meets the following Minimum Mandatory Requirements. Each proposer **must** meet the Minimum Mandatory Requirements set forth in this Section 1.4, Minimum Mandatory Requirements. Failure of a Proposer to meet all of the Minimum Mandatory Requirements shall result in the elimination of its proposal from further consideration (see Section 3.2, Adherence to Minimum Mandatory Requirements and Format, of this RFP).

Proposals must include the required documentation to substantiate that Proposer meets these Minimum Mandatory Requirements listed in Paragraph 1.4 of the RFP.

- 1.4.1 Proposer must be a GPS monitoring solution provider who must be either the hardware/software manufacturer and implementer, or an authorized reseller and implementer of the hardware and software. Proposer must provide documentation that verifies this requirement.
- 1.4.2 Proposer's System shall provide a mechanism to track and monitor the location of Participants at all times (1) using GPS/Cellular technology or comparable technology for Participants designated for universal coverage, and (2) using RF Tethered or comparable technology for those Participants requiring limited coverage only.
- 1.4.3 Proposer must have an existing Monitoring Center that has been in place and fully functional for two (2) years. No subcontracting will be permitted to meet this requirement.
- 1.4.4 Proposer's Monitoring Center must be capable of providing monitoring services for a minimum of **4,000** participants at any point in time. No subcontracting will be permitted to meet this requirement.
- 1.4.5 Proposer's System must be capable of providing monitoring services for a minimum of **4,000** participants at any point in time.
- 1.4.6 Proposer's System shall permit an unlimited number of Department designated users.
- 1.4.7 Proposer's System shall support a minimum of **500** concurrent (logged on) users at any point in time.
- 1.4.8 Proposer shall offer centralized monitoring capability on a continuous basis, 7 days a week, 24 hours per day, 365 days a year with near real-time as possible, minimally every one (1) minute, updates of Participants' locations in the Proposer's database at the Proposer's Monitoring Center. No subcontracting will be permitted to meet this requirement.

1.4.9 Proposer must have implemented an offender monitoring system for at least two (2) different correctional agencies and that system must have been in operation for a minimum of six (6) consecutive months, within the last two (2) years for both agencies. Complete and submit Appendix D, Required Forms, Exhibit 2-A, Prospective Contractor References to verify Minimum Mandatory Requirement Section 1.49 of the RFP, to verify this requirement.

1.4.10 Proposer must have provided Active Case Management for at least two (2) different correctional agencies for a minimum of six (6) consecutive months, within the last two (2) years for both agencies. Proposer may use a Subcontractor to meet this requirement. Complete and submit Appendix D, Required Forms, Exhibit 2-B, Prospective Contractor References to Verify Minimum Mandatory Requirement Section 1.4.10 of the RFP, to verify this requirement.

1.4.11 Proposer must provide a single-unit Tracking Device that attaches to the Participant's ankle.

RFP TIMETABLE

The timetable for this RFP is as follows:

- Release of RFP.....August 17, 2012
- Request for a Solicitation Requirements Review Due.....August 31, 2012
- Last Day to Confirm Attendance to Mandatory Proposers Conference.....September 17, 2012
- Mandatory Proposers Conference.....September 19, 2012
- Written Questions Due by 3:00 p.m. (Pacific Time).....September 21, 2012
- Questions and Answers Released.....October 03, 2012
- **Proposal Submittal Deadline...by 3:00 p.m. (Pacific Time).....October 17, 2012**

The dates may be changed at any time as determined by County. Such changes shall be made through an addendum and posted on the Department's website at http://www.lasdhq.org/lasd_contracts/info.html.

RFP RELEASE

The RFP documents will be accessible by 5:00 p.m. (Pacific Time) on August 20, 2012 via the Sheriff's Department website at: http://www.lasdhq.org/lasd_contracts/info.html (underscore between "lasd" and "contracts"), and the County website at: <http://camisvr.co.la.ca.us/lacobids/BidLookUp/BidOpenStrat.asp>

If the Proposer wishes to access the RFP via the above Department's website, the proposer **MUST** inform the Department's Contracts Unit Analyst at isantan@lasd.org of Proposer's name, mailing address, email address, fax number and telephone number. This will ensure that the Proposer receives any further Bulletins related to this RFP.

RFP SUBMISSION INFORMATION

The original **Business Proposal** and five (5) numbered exact copies; and the original **Cost Proposal** and three (3) numbered exact copies; and three (3) Compact Discs, each containing the Business Proposal and Cost Proposal in electronic format, must be submitted in a sealed envelope or box, plainly marked in the upper left-hand corner with the name and address of the Proposer and bear the words:

**"PROPOSAL FOR
LOS ANGELES COUNTY OFFENDER MONITORING SYSTEM
RFP NO.: 481-SH"**

The proposal(s) shall be delivered or mailed to:

Los Angeles County Sheriff's Department
Contracts Unit – Room 214
4700 Ramona Boulevard
Monterey Park, California 91754
Attention: Irma Santana, Contract Analyst

It is the sole responsibility of the submitting Proposer to ensure that its Proposal is received before the proposal due date and time specified in Bulletin #1, or any addendum amending the proposal due date and time. Submitting Proposers shall bear all risks associated with delays in delivery by any person or entity, including the U.S. Mail. Any Proposals received after the scheduled proposal due date and time, as specified in Bulletin #1, or any addendum amending the proposal due date and time, will not be accepted and will be returned to the sender unopened. Timely hand-delivered Proposals are acceptable. No facsimile (fax) or electronic mail (e-mail) copies will be accepted.

CONTACT WITH COUNTY PERSONNEL

Any contact regarding the RFP or any matter relating hereto **MUST** be in writing and may be mailed, emailed, or faxed to:

Los Angeles County Sheriff's Department
Contracts Unit, Room 214
4700 Ramona Boulevard
Monterey Park, California 91754
Attention: Irma Santana
Email address: isantana@lasd.org
Fax Number: (323) 415-6321

If it is discovered that a proposer contacted and/or received information from any County personnel other than the person specified above, regarding this solicitation, the Sheriff, in his sole determination, may disqualify its proposal from further consideration.

Sincerely,

LEROY D. BACA. SHERIFF

A handwritten signature in blue ink, appearing to be 'Glen Joe', written over the printed name 'Glen Joe, Director'.

Glen Joe, Director
Fiscal Administration