

**CLINTON COUNTY EMERGENCY MANAGEMENT AGENCY
REQUEST FOR PROPOSAL FOR
OUTDOOR WARNING SIREN REMOVAL**

Clinton County Emergency Management Agency (EMA) invites your company (“Contractor”) to submit a proposal for outdoor warning siren removal (“Proposal”). This Request for Proposal (“RFP”) should not be construed as an order, offer, request to contract, or commitment by Clinton County EMA to approve contract siren removal. Contractor shall submit its Proposal according to the instructions in this RFP.

1. **Schedule** (Dates and times subject to change at Clinton County EMA’s discretion)

RFP Release	12/06/2024
Proposals Due at Clinton County EMA	01/08/2025

2. **Proposal Submission**

Proposals must be received by **4:00 PM CENTRAL TIME on 01/08/2025**. Proposals shall be **mailed** to:

Clinton County EMA
P.O. Box 2957
Clinton, IA 52733-2957
Attn: Chance Kness, Coordinator

Or emailed to kness@clintoncounty-ia.gov

The proposals will not be evaluated prior to **4:00 PM CENTRAL TIME** on 01/08/2025. Contractor may withdraw its Proposal by submitting a written or emailed notice.

The envelope(s) should clearly identify the Contractor submitting the Proposal, and should be marked “**Proposal for Outdoor Warning Siren Removal.**” All terms of the Proposal shall be held firm for a period of 180 days from submittal date. Submitted proposals become property of Clinton County EMA.

Clinton County EMA reserves the right to withdraw or amend this RFP at any time when, in the sole discretion of Clinton County EMA, such action is considered to be in the best interests of Clinton County EMA. Clinton County EMA further reserves the right to waive irregularities and informalities in a proposal received or in the bidding process, to accept other than the lowest cost proposal(s) and to reject any or all proposals.

3. **Scope**

- 3.1. The result of this RFP may be the award of contract(s) to multiple bidders.
- 3.2. Clinton County EMA may employ multiple removal contractors at their quoted price per siren for removal.
- 3.3. The low quote received by Clinton County EMA may not be the only contractor employed.

4. **Negotiation and Clarification**

- 4.1. Questions must be directed to Chance Kness at (563) 242-5712.
- 4.2. Clinton County EMA reserves the right to award multiple contracts based on the initial proposal(s) received, without engaging in discussions or negotiations with contractor(s). Accordingly, Contractor should submit its initial offer on the most favorable terms possible to Clinton County EMA. Clinton County EMA may, but is not obligated to, seek clarification of a proposal.
- 4.3. Maintenance records for each and all sirens are available upon request from the contractor.
- 4.4. Included in the decommissioning will be two ASC 960 Control Boxes, the Nexgen Server and both new and used spare parts for American Signal T-128 sirens including one (new in the box) siren motor. An inventory of spare parts is available upon request.
- 4.5. Clinton County will be removing eighteen (18), American Signal T-128 sirens. Siren locations and identification numbering are as follows;

- 1 Lost Nation
- 2 Elwood
- 3 Delmar
- 4 Charlotte
- 5 Welton
- 6 Andover
- 7 Bryant
- 8 Goose Lake
- 9 Teeds Grove
- 10 Calamus
- 11 Toronto
- 12 Wheatland
- 13 DeWitt East
- 14 DeWitt North

- 15 DeWitt South
- 16 DeWitt West
- 17 Grand Mound
- 18 Low Moor

5. **Proposal Content**

- 5.1. By submitting a Proposal, Contractor represents that:
 - 5.1.1. It has fully examined and understands this RFP and has become fully informed of the type and quality of and items to be provided and of all requirements set forth in this RFP.
 - 5.1.2. The Proposal is based upon the requirements described in this RFP.
 - 5.1.3. All terms and conditions set forth in this RFP, including all Attachments, are accepted and incorporated in the Proposal unless explicit exception is made to individual items.
- 5.2. In order to respond to this RFP, the Proposal must provide accurate and complete information as requested below in Sections 6 through 9:
 - Section 6 - Mandatory requirements
 - Section 7 - Contractor Information
 - Section 8 - Price
- 5.3. Failure to provide any requested information in this RFP may be cause for rejection of the Proposal.
- 5.4. Contractor is requested to label and identify specifically any information contained in its Proposal that it considers **confidential and/or proprietary** and for which it requests confidential treatment. By submitting its Proposal to Clinton County EMA, Contractor agrees to accept Clinton County EMA's determination of confidentiality and acknowledges that material for which confidential treatment is not granted may be disclosed after the award has been announced.

6. **Mandatory Requirements**

- 6.1. Contractor accepts salvage of siren(s), and poles. All removed materials shall become property of the contractor and removed from the site(s). It is possible that a few poles will need to be left in place. This will be known prior to work beginning. Note: The Low Moor siren contains a radio and RTU unit belonging to Constellation and must be returned to Fulton Technologies.
- 6.2. Contractor must have the capability of removing, packaging and hauling materials that meet the requirements in this RFP and attachments.

- 6.3. Contractor must have the ability to appropriately disconnect and render safe the electrical connection.
- 6.4. Contractor must have the ability to fill and repair holes left by pole removal on selected sites. Contractor shall repair any ruts and disturbed areas by leveling the surface and seeding disturbed areas (seeding shall be in accordance with IDOT specifications section 2601, utilizing the medians and ditch seed mix).
- 6.5. All siren removals must be coordinated with Clinton County EMA and any property owners.
- 6.6. Contractor must fill out the “**2024 Outdoor Warning Siren Removal, Quote Form (Attachment A-1)**” and return it.
- 6.7. If awarded a contract, the Contractor must provide a signed Hold Harmless Agreement, and a certificate of insurance showing minimum liability insurance coverage of \$500,000/\$250,000/\$750,000.
- 6.8. Clinton County EMA reserves the right to award items listed in Attachment A-1 as multiple awards, individual awards, or any combination as deemed in the best interests of Clinton County EMA regardless of quoted price amount.
- 6.9. Clinton County EMA reserves the right to cancel awarded contract if the contractor is unable to provide required service within agreed upon time frames or does not complete work in accordance with County requirements.
- 6.10. All work shall be performed in accordance with OSHA requirements.
- 6.11. Contractor shall be responsible for all utility coordination and any required permits.

7. **Contractor Information**

- 7.1. Contractor must briefly describe its business experience and capabilities.
- 7.2. Provide contact information for at least two individuals to Clinton County EMA.

8. **Price**

- 8.1 Please include the following information in the Proposal.
 - 8.1.1 Price to decommission an American Signal T-128 Outdoor Warning Siren. Including disconnecting power, removing siren cabinets, cabling, siren head and any other siren related connections from the pole. Prevention or repair of ruts and grass damage in maintained areas is expected.

8.1.2 Price to remove a siren pole including filling, and seeding the hole. Note, not all poles will be removed.

8.1.3 Clinton County EMA is not liable for taxes or for amounts representing taxes from which Clinton County EMA is exempt as a local government entity.

8.2 Prices listed in Attachment A-1 must be held firm for a period of one hundred eighty (180) days to provide adequate time for proposal review and contract completion.

9. **Selection Criteria**

A responsible Contractor is one who in the opinion of Clinton County EMA possesses the skill, ability, integrity, financial means, and other resources necessary for the faithful execution of Clinton County EMA's product needs. Proposals from responsible Contractors will be evaluated on the following criteria:

- 9.1 Ability to meet mandatory requirements.
- 9.2 Cost to Clinton County EMA for required services.
- 9.3 Experience, reputation, organization skills and overall qualifications.
- 9.4 Completeness of the proposal.
- 9.5 Contractor's record of performance with Clinton County EMA if applicable.

These factors will be weighed in any manner deemed appropriate by Clinton County EMA and contracts will be awarded to the Contractors whose proposals are in the best interest of Clinton County EMA.

Clinton County EMA may interview some or all of the Contractors to determine each Contractor's commitment to the proposed relationship and the quality of services offered. However, Clinton County EMA reserves the right to enter into a contract without further evaluation. Therefore, it is important that proposals be as complete as possible.

Clinton County EMA reserves the right to accept multiple proposals other than the lowest priced proposal or to reject, in whole or in part, any or all proposals for any reason.

10. **Limitation of Clinton County EMA's Liability for this RFP**

Issuance of this RFP and any actions taken hereunder shall not create a duty on the part of Clinton County EMA to pay any costs incurred by the Contractor in connection with, or resulting from, this RFP. This includes, but is not limited to, the preparation or submission of Proposals, or responses to inquiries from Clinton County EMA related to this RFP or Contractor's Proposal; or anticipation of a contract or otherwise with respect to this RFP or Contractor's Proposal.

11. **Agreement Terms and Conditions**

The terms of the final written agreement executed between Clinton County EMA and the successful Contractor will be drawn from this RFP. Clinton County EMA will send written notification to those Contractors whose quotes meet the requirements and have been accepted by the county. Contractors whose quotes have been accepted will be contacted only as necessary to arrange for services.

The Clinton County Emergency Management Agency, in compliance with Title VI of the Civil Rights Act of 1964 (42 U.S.C. §§ 2000d to 2000d-4) and 2C.F.R. Part 200 hereby notifies all bidders that it will ensure full opportunities for minority business enterprises to submit bids in response to this invitation. No bidder will be discriminated against on the basis of race, color, national origin, or sex in consideration for an award. Clinton County further assures that no individual shall be excluded from participation in, denied the benefits of, or subjected to discrimination under any program or activity conducted on behalf of Clinton County on the grounds of race, color, national origin, or sex, in accordance with:

Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq.)

2 C.F.R. Part 200

28 C.F.R. § 50.3 (U.S. Department of Justice Guidelines for Enforcement of Title VI)

Clinton County is committed to ensuring nondiscrimination in all of its committees, programs, and activities, regardless of the funding source.

2024 Outdoor Warning Siren Removal, Quote Form (Attachment A-1)

Quoting entity _____

NOTES: Quotes shall include all applicable costs and fees. Quotes shall include fees for all required work specified in the Request for Proposal. The contractor shall choose which sirens to quote below. For any left blank it will be assumed that the contractor does not wish to bid on that item.

1. Lost Nation siren decommission \$____
1.A Pole removal \$ ____
1.B Deduct for contractor keeping sirens as salvage \$ - _____

2. Elwood siren decommission \$____
1.A Pole removal \$ ____
1.B Deduct for contractor keeping sirens as salvage \$ - _____

3. Delmar siren decommission \$____
1.A Pole removal \$ ____
1.B Deduct for contractor keeping sirens as salvage \$ - _____

4. Charlotte siren decommission \$____
1.A Pole removal \$ ____
1.B Deduct for contractor keeping sirens as salvage \$ - _____

5. Welton siren decommission \$____
1.A Pole removal \$ ____
1.B Deduct for contractor keeping sirens as salvage \$ - _____

6. Andover siren decommission \$____
1.A Pole removal \$ ____
1.B Deduct for contractor keeping sirens as salvage \$ - _____

7. Bryant siren decommission \$____
1.A Pole removal \$ ____
1.B Deduct for contractor keeping sirens as salvage \$ - _____

8. Goose Lake siren decommission \$____
1.A Pole removal \$ ____
1.B Deduct for contractor keeping sirens as salvage \$ - _____

9. Teeds Grove siren decommission \$____
1.A Pole removal \$ ____
1.B Deduct for contractor keeping sirens as salvage \$ - _____

- 10. Calamus siren decommission \$____
 - 1.A Pole removal \$ ____
 - 1.B Deduct for contractor keeping sirens as salvage \$ - _____

- 11. Toronto siren decommission \$____
 - 1.A Pole removal \$ ____
 - 1.B Deduct for contractor keeping sirens as salvage \$ - _____

- 12. Wheatland siren decommission \$____
 - 1.A Pole removal \$ ____
 - 1.B Deduct for contractor keeping sirens as salvage \$ - _____

- 13. DeWitt East siren decommission \$____
 - 1.A Pole will be left in place
 - 1.B Deduct for contractor keeping sirens as salvage \$ - _____

- 14. DeWitt North siren decommission \$____
 - 1.A Pole removal \$ ____
 - 1.B Deduct for contractor keeping sirens as salvage \$ - _____

- 15. DeWitt South siren decommission \$____
 - 1.A Pole will be left in place
 - 1.B Deduct for contractor keeping sirens as salvage \$ - _____

- 16. DeWitt West siren decommission \$____
 - 1.A Pole will be left in place
 - 1.B Deduct for contractor keeping sirens as salvage \$ - _____

- 17. Grand Mound siren decommission \$____
 - 1.A Pole removal \$ ____
 - 1.B Deduct for contractor keeping sirens as salvage \$ - _____

- 18. Low Moor siren decommission \$____
 - 1.A Pole removal \$ ____
 - 1.B Deduct for contractor keeping sirens as salvage \$ - _____

(Note, the RTU Unit and Radio must be returned to Fulton Technologies)

Deduct for siren ASC 960 siren control boxes, siren spare parts and Nexgen Server _____

Total of Quote _____