

# **ADDENDUM #1**

## **PRE-PROPOSAL MEETING**

Thursday, August 24, 2017  
#17-115 EOC Technology Upgrade

Present:

Cindy Carnes, Purchasing Manager, Genesee County Purchasing  
David Stamm, Manager of Emergency Management  
Rob Seeley, Assistant Manager of Emergency Management  
John Laswell, Sehi Computer Products  
Kevin Kroening, Konica Minolta  
Scott Smith, SoundCom Systems  
Ray Zanke, Director of Buildings and Grounds

Cindy Carnes, Purchasing Manager of Genesee County introduced herself and reviewed the RFP.

- Due on September 6, 2017 at 2:00 p.m.
- Standard Terms & Conditions are at our website
- There have been additional terms & conditions added in the RFP
- Questions are due Tuesday, August 29<sup>th</sup> by email
- This is a whole package bid that includes equipment and installation
- Staff doing the installation are required to have a security check, page 9 of the RFP pertains to this
- A price list starts on page 11 that needs to be completed
- Page 13 shows how the proposals will be evaluated
- There is a Signature Page that must be signed and an insurance checklist
- References and subcontractors must be listed

Rob Seeley, Manager of Emergency Management, stated our definition of the Emergency Operations Center is where a bunch of people come together in an uncomfortable circumstances to make some high valued decisions. This room will be set up rows. What we are looking for is a computer station that can run eight (8) television monitors. The large monitor will be at the front of the room with two flanking monitors on the sides of it and there will be monitors on the sides over here so when you are sitting in the rooms you will be able to see the different monitors. The large monitor and the other monitors have to be independently controlled by that main computer terminal so that you can have different things on different monitors in the room. Nothing can be mounted in this room, hard mounted. If we need to run wire tracks along the walls that stick to the walls we can do that, but we can't put screws into the walls. These walls are metal with asbestos lining for insulation and there is sprayed on asbestos in the ceiling. We can't go through anything or attach anything without going through an asbestos contractor to do that work. Everything must be free standing. The monitors/computers would be on the tables for the people that come to the EOC and are working during the emergency. They do not need to interact with the screens on the walls. They just need the independent stations. There also has to be a computer cart that is listed that has the capability to not only charge the laptop/tablets but also hard wired them to a BDA that is cellular and/or that you can feed a wire into, so that we can take that cart into the field and set up an EOC anywhere

without having to have the capabilities of hard wiring to get out on the computers. All computers need to be able to do is run a program MCIMS, which is the Michigan Critical Incident Management System. This is a web based program that is located on a server at the State Police. The monitors will have MCIMS running on them. It will show what the current logistics operations are from the large monitor. The smaller monitors are going to have the weather service, news stations, flood stage gage map and one will have the meeting schedule for that emergency. When we have an emergency we will be talking with State Emergency Operations Center in Lansing and we will be have meeting and teleconferences with them and one will be just a mirror image of the main board. If we have an event they will have the capability to video from the air to the EOC. We will also have HAM radio operators that will be able to stream the video into here.

We currently have four (4) operational computers in the EOC. All of the laptops that you see can no longer run the MCIMS program and are obsolete. During the Flint Water Crisis we had to get a grant to get four (4) working computers so that we could minimally operate here. We relied on people to bring their own laptops. Underneath the desk there is an analog phone hookup. Currently we run an analog phone during an emergency. Analog phones are used so if we lose electricity to the building and we lose the voice over internet protocol phones we need to get on a telephone to get out. We maintain the analog phone system so we can make calls out of the building if we are running on a generator. That is also why we need the BDA for the cellular in case power goes out in the building and we lose computers we still have a way to get the computer support through the BDA.

The Training Room is down the hall and it will have one television and a computer station. This can be used for training when we have a training events, but also during an emergency we can hold meetings in to be secluded from all of the noise in the EOC room. The training room computer would have to have Microsoft package

Q1: Do we need to have references?

A1: Yes, references are required. We want to know who you have worked with in the past.

Q2: Each planning station around this room has its own phone number?

A2: Yes.

Q3: Are you looking to emulate any of those functionalities of any of the other centers that we talked about?

A3: It would be nice to have the functionality that Oakland County has. It has a single computer station that runs all of their monitors and they can transfer between monitors and put different things up on different monitors with a touch screen. That is what we would like to do here, but it doesn't have to be a touch screen. The main computer needs to be able to control the eight televisions so that there can be different things on the eight monitors and they can be changed.

Q4: How many panes are you currently running?

A4: One.

Q5: Would you want the large monitor to be touch screen?

A5: If it fits into the cost; it can be offered as an alternative.

Q6: Regarding the sizing, do they need to be exactly?

A6: 5 inch range either way on the 60" TV. The 65 inch television can range from 60 to 70 inch and the 43 inch televisions can be sized up to 50 inch, but not smaller.

Q7: The phones, do they need to be the ones specified in the RFP

A7: Yes, those were recommended by our IT department. You can make a recommendation for a different product. You must explain how it meets the requirements that are in the RFP or exceed it.

Q8: Will there be more than 1 cable line or can additional lines be ran to this room?

A8: That would be an IT questions. Please email this question to Cindy so that she can consult with IT and get an answer.

Q9: Who is your cable provider?

A9: Comcast.

Q10: Do you want the capability to have multiple channels?

A10: Yes.

Q11: Is there a generator for this building?

A11: Yes.

Q12: What does the generator run?

A12: The EOC area, cafeteria and stairwell lights.

Q13: Is that a seamless switchover?

A13: Transfer switch delay.

Q14: What would the live feed from the helicopter and other sources be?

A14: Web based.

Q15: What is the dimensions of the room?

A15: 36 feet by 24 feet.