



Purchasing Department
140 Stonewall Avenue West, Ste 204
Fayetteville, GA 30214
Phone: 770-305-5420
www.fayettecountyga.gov

November 7, 2025

Subject: Request for Proposals 26022-P: 911 Furniture and Consoles

Gentlemen/Ladies:

Fayette County, Georgia invites you to submit a proposal to install furniture and consoles in the 911 center, in accordance with the information contained herein.

Questions concerning this Request for Proposals should be addressed to Colette Cobb, Contract Administrator, in writing via email to ccobb@fayettecountyga.gov or fax to (770) 719-5534. Questions will be accepted until **2:00 p.m., Monday, December 1, 2025.**

Purchasing Department office hours are Monday through Friday 8:00 a.m. to 5:00 p.m. The office telephone number is (770) 305-5420.

Please return your response to the following address:

Fayette County Government
Purchasing Department
140 Stonewall Avenue West, Suite 204
Fayetteville, GA 30214

RFP Number: **26022-P**
RFP Name: **911 Furniture and Consoles**

Your envelope *must* be sealed and should show your company's name and address.

Proposals will be received at the above address until 3:00 p.m., Tuesday, December 9, 2025, in the Purchasing Department, Suite 204. The proposals will be opened at this time. Proposals must be signed to be considered. Late proposals cannot be considered. Faxed or emailed proposals cannot be considered.

If you download this Request for Proposals from the County's website, it will be your responsibility to check the web site for any addenda that might be issued for this solicitation. The County cannot be responsible for a vendor not receiving information provided in any addendum.

Thank you for participating in the solicitation process.

Sincerely,

A handwritten signature in blue ink, appearing to read "Ted L. Burgess", with a large, sweeping loop at the end.

Ted L. Burgess
Chief Procurement Officer

GENERAL TERMS AND CONDITIONS
RFP 26022-P: 911 Furniture and Consoles

1. Definitions:

- a. **RFP:** Request for Proposals.
- b. **Offeror:** A company or individual who submits a proposal in response to this RFP.
- c. **Successful Offeror:** The offeror that is awarded a contract.
- d. **Contractor:** The Successful Offeror, upon execution of the contract.
- e. **County:** Fayette County, Georgia.

2. Preparation of Offers: It shall be the responsibility of the Offeror to examine specifications, scope of work, schedule and all instructions that are part of this request for proposal. Failure to observe any of the instructions or conditions in this request for proposal may result in rejection of the offer.

All of the specifications and information contained in this request for proposal, unless specifically excepted in writing by the Offeror and such exceptions being included with the offer, will form the basis of the contract between the Successful Offeror and the County. The Offeror should take care to answer all questions and provide all requested information.

3. Submission of Offers: Offerors must submit their proposal, along with any amendments issued by the County, in a sealed opaque envelope. **Price schedules** shall be placed in an additional opaque sealed envelope, identified as the price schedule, and enclosed in the sealed envelope with the proposal.

Mail or deliver one (1) original, unbound proposal, signed in ink by a company official authorized to make a legal and binding offer, four (4) bound paper copies, and one (1) copy on a flash drive to:

Fayette County Government
Purchasing Department
140 Stonewall Avenue West, Suite 204
Fayetteville, GA 30214

RFP Number: 26022-P
RFP Name: 911 Furniture and Consoles

- 4. Timely Receipt:** Offers not received in the Purchasing Department by the time and date of the scheduled proposal opening will not be considered.
- 5. Open Offer:** To allow sufficient time for a contract to be awarded, the offer, once submitted and opened, shall remain open for acceptance for a period of at least ninety (90) days from the date of the opening to the date of award.
- 6. Corrections or Withdrawals:** The Offeror may correct a mistake or withdraw a proposal before

the proposal opening date by sending written notification to the Director of Purchasing. Proposals may be withdrawn after the opening only with written authorization from the Director of Purchasing.

7. **Defects or Irregularities:** The County reserves the right to waive any defect or irregularity in any proposal received. In case of a discrepancy between unit prices and extended prices, the unit price will govern unless the facts or other considerations indicate another basis for correction of the discrepancy.
8. **Trade Secrets – Confidentiality:** If any person or entity submits a bid or proposal that contains trade secrets, an affidavit shall be included with the bid or proposal. The affidavit shall declare the specific included information which constitutes trade secrets. Any trade secrets must be either (1) placed in a separate envelope, clearly identified and marked as such, or (2) at a minimum, marked in the affidavit or an attached document explaining exactly where such information is, and otherwise marked, highlighted, or made plainly visible. See Georgia law at O.C.G.A. § 50-18-72 (A)(34).
9. **References:** Offerors shall submit with proposals a list of three (3) jobs the Offeror has done that are of the same or similar nature to the work described herein. For each job listed include a brief description of the work, a contact person, mailing address, valid telephone number and the date job was completed.
10. **Ethics – Disclosure of Relationships:** Before a proposed contract in excess of \$10,000.00 is recommended for award to the Board of Commissioners or the County Administrator, or before the County renews, extends, or otherwise modifies a contract after it has been awarded, the Contractor must disclose certain relationships with any County Commissioner or County Official, or their spouse, mother, father, grandparent, brother, sister, son or daughter related by blood, adoption, or marriage (including in-laws). A relationship that must be reported exists if any of these individuals is a director, officer, partner, or employee, or has a substantial financial interest in the business, as described in Fayette County Ordinance Chapter 2, Article IV, Division 3 (Code of Ethics).

If such relationship exists between your company and any individual mentioned above, relevant information must be presented in the form of a written letter to the Director of Purchasing. You must include the letter with any bid, proposal, or price quote you submit to the Purchasing Department.

In the event that a Contractor fails to comply with this requirement, the County will take action as appropriate to the situation, which may include actions up to and including rejection of the bid or offer, cancellation of the contract in question, or debarment or suspension from award of a County contract for a period of up to three years.

11. **Evaluation of Offers:** The evaluation of offers and the determination as to acceptability of services offered shall be the responsibility of the County. Accordingly, to ensure that sufficient information

is available, the Offeror may be required to submit literature, samples, or other information prior to award. The County reserves the right to obtain clarification or additional information from any firm regarding its proposal. The County reserves the right to select a responsive, responsible firm on the basis of best value that is deemed to be most advantageous to the County. The County further reserves the right to reject any proposal, or all proposals, and to re-release the request for proposals.

12. **Non-Collusion:** By responding to this request for proposals, the Offeror shall be deemed to have represented and warranted that the proposal is not made in connection with any other Offeror submitting a separate response to this request for proposals, and is in all respects fair and without collusion or fraud.
13. **Ability To Perform:** The Offeror may be required, upon request, to provide to the satisfaction of the County that he/she has the skill, experience and the necessary facilities, as well as sufficient financial and human resources, to perform the contract in a satisfactory manner and within the required time. If the available evidence is not satisfactory to the County, the County may reject the offer.
14. **Notice to Proceed:** The County shall not be liable for payment of any work done or any costs incurred by any Offeror prior to the County issuing a written Notice to Proceed.
15. **Unavailability of Funds:** This contract will terminate immediately and absolutely at such time as appropriated and otherwise unobligated funds are no longer available to satisfy the obligations of the County under the contract.
16. **Payment Terms:** The County's standard payment terms are Net 30. Any deviation from standard payment terms must be specified in the awarded contract, and both parties must agree on such deviation.
17. **Severability:** The invalidity of one or more of the phrases, sentences, clauses or sections contained in the contract shall not affect the validity of the remaining portion of the contract. If any provision of the contract is held to be unenforceable, then both parties shall be relieved of all obligations arising under such provision to the extent that the provision is unenforceable. In such case, the contract shall be deemed amended to the extent necessary to make it enforceable while preserving its intent.
18. **Indemnification:** The Contractor shall indemnify and save the County and all its officer, agents and employees harmless from all suits, actions, or other claims of any character, name and description brought for or on account of any damages, losses, or expenses to the extent caused by or resulting from the negligence, recklessness, or intentionally wrongful conduct of the Contractor or other persons employed by or utilized by the Contractor in the performance of the contract. The Contractor shall pay any judgment with cost which may be obtained against the County growing out of such damages, losses, or expenses, but only to the extent such damages, costs and expenses are adjudicated to have been caused by or

resulted from the negligence, recklessness, or intentionally wrongful conduct of the Contractor or other persons employed or utilized by the Contractor in the performance of the contract.

19. **Non-Assignment:** Assignment of any contract resulting from this request for proposals will not be authorized, except with express written authorization from the County.
20. **Insurance:** The Successful Offeror shall procure and maintain the following insurance, to be in effect throughout the term of the contract, in at least the amounts and limits set forth as follows:
 - **General Liability Insurance:** \$1,000,000 combined single limit per occurrence, including bodily and personal injury, destruction of property, and contractual liability.
 - **Automobile Liability Insurance:** \$1,000,000 combined single limit each occurrence, including bodily injury and property damage liability.
 - **Worker's Compensation:** Workers Compensation as required by Georgia statute.

Before a contract is executed with the Successful Offeror, the Successful Offeror shall provide Certificates of Insurance for all required coverage. The Successful Offeror can provide the Certificate of Insurance after award of the contract, but must be provided prior to execution of the contract document by both parties. Certificates shall list an additional insured as follows:

Fayette County, Georgia
140 Stonewall Avenue
West Fayetteville, GA
30214

21. **Bid Bond:** You must include a bid bond with your bid, equal to five percent (5%) of the total amount bid. Bid bonds shall be provided by a surety which appears on the U.S. Treasury's list of approved bond sureties (Circular 570).
22. **Performance and Payment Bonds:** Prior to execution of a contract, the Successful Offeror shall submit performance and payment bonds each equal to 100 percent of the contract value, provided by a surety which appears on the U.S. Treasury's list of approved bond sureties (Circular 570).
23. **Building Permits:** Work performed for the County requiring building permits by licensed Contractors will not have permit fees assessed, although any re-inspection fees for disapproved inspections will be the responsibility of the Contractor prior to final inspections and the Certificate of Occupancy or Certificate of Completion being issued.

24. **Termination for Cause:** The County may terminate the contract for cause by sending written notice to the Contractor of the Contractor's default in the performance of any term of this agreement. The County will compensate partially completed performance based upon a signed statement of completion submitted by the Contractor, which shall itemize each element of performance completed. Termination shall be without prejudice to any of the County's rights or remedies by law.
25. **Termination for Convenience:** The County may terminate the contract for its convenience at any time with 10 days' written notice to the Contractor. In the event of termination for convenience, the County will pay the Contractor for services performed. The County will compensate partially completed performance based upon a signed statement of completion submitted by the Contractor, which shall itemize each element of performance completed.
26. **Force Majeure:** Neither party shall be deemed to be in breach of the contract to the extent that performance of its obligations is delayed, restricted, or prevented by reason of any act of God, natural disaster, act of government, or any other act or condition beyond the reasonable control of the party in question.
27. **Governing Law:** This agreement shall be governed in accordance with the laws of the State of Georgia. The parties agree to submit to the jurisdiction in Georgia, and further agree that any cause of action arising under this agreement shall be required to be brought in the appropriate venue in Fayette County, Georgia.

Request for Proposals 26022-P
911 Furniture and Consoles
Scope of Work & Response Requirements

OBJECTIVE

Fayette County, Georgia invites proposals from qualified vendors to install furniture and consoles in the 911 center.

Room Specifications

- **Main Room Dimensions:** Approximately 43' x 26'8" rectangular space with a single 1' x 1' floor-to-ceiling support beam.
 - All cabling should be under the floor (raised access) with the exception of the supervisor's office.
 - May have concurrent project at install – flooring replacement.
 - **Alcove Space:** An additional 11' x 19' alcove on the southwest wall, suitable for a supervisor or call-taker area.
 - **Additional Alcoves:** Small 3' x 3' spaces at the north and south corners for exterior and interior doors.
 - **Supervisor's Office:** Additional 15' 9" x 12' room capable of housing one position. This room is not on a raised access floor and wiring would be required in the ceiling and walls.
-

Furniture Requirements

Positioning and Capacity

- A total of 12 positions: 11 in the main room and 1 in the supervisor's office.
- Must accommodate at least 2 42-inch monitors on a single row.
- Must accommodate all current monitors in a manner consistent or nearly consistent with existing furniture per workstation.

Comfort and Ergonomics

- Furniture must include heating and cooling options.
- Sit/stand adjustable desks for all 12 positions.
- Adjustable/dimmable Task Lighting
- Ergonomic design with extended use in mind.

Durability and Replaceability

- All functional parts and surfaces must be designed for high durability in a 24/7 operational environment.
- Design must provide ample workspace
- Surfaces must be scratch-resistant, impact-resistant, and easy to clean.
- Supports and structural elements must be durable, preferably high-pressure steel
- Seating, desk surfaces, and structural components must withstand extended use without significant wear.
- Vendor must guarantee replaceability of all functional parts and surfaces throughout the warranty period.
- Ability to source and replace parts for at least 15+ years post-installation.
- Analog control elements (switches, dimmers, etc.) must be replaceable if worn or malfunctioning. They must be sourced for the lifetime of the furniture, or a backward-compatible replacement option must be available.

Equipment Storage and Accessibility

- Must accommodate existing equipment:
 - 3 PC towers per position
 - 1 ABOB per position
 - 1 KVM per position
 - Single Weather Warn PC for the facility
- Storage solutions must keep work surfaces clear and allow for reasonable future expansion without significant workspace alteration.
- Easy access to stored equipment and power resources.
- Cabling control options for easy equipment organization, changes, and maintenance.
- Neat cable hiding, behind monitors and/or under workstation, so that cabling is easily hidden and controlled when not actively maintaining or altering.

Customization and Modularity

- Highly customizable workstation layouts, supporting various screen dimensions and configurations (single or dual rows, wide screens, varied sizes).

- Ability to add modular or custom storage post-installation, including the potential for vendor-supported modifications during the warranty period (may incur additional costs if modifications are desired).
- Configurable keyboard, mouse ports to support multiple equipment configurations

Power and Connectivity

- Sufficient power outlets to support existing resources and reasonable expansion.
- Ability to swap connectors for equipment based on agency needs. Vendor must support old style connectors/outlets (USB, etc.) throughout the furniture lifetime, and make available new outlet/connector types as they emerge or are required.
- Easy access to power and equipment.
- Additional power outlet types, including USB, Micro USB, and USB-C ports.
- Power and data ports easily accessible to the user for ancillary equipment. Individuals must have access to power and data ports on the workspace and without going underneath the console surface.

Workspace Storage Solutions

- Flexible personal and supply storage options.
- Storage solution for local guidecard sets (e.g., L-shaped racks or custom notches to keep racks off work surfaces while accessible).
- Mounted options for workspace organization and maximization of flat surfaces.

Indicator Lights

- Three-light systems (Busy/Ready/Help) compatible with Carbyne Apex phone systems and other leading phone and radio systems.

Compliance and Warranty

- Grounding R56 compliant.
- Warranty for parts and service must be 8–10 years.
- Vendor must provide continued support and replacement part sourcing for 15+ years post-installation.

Aesthetic Features

- Glass or acrylic barriers with custom etching and accent lighting.
- Additional ambient lighting

Removal of Existing Furniture

- Vendor removal of existing furniture.

Sound Proofing

- Sound proofing/acoustic control options
-

Vendor Requirements

- **Installation:** Installation of all provided products. Oversight and management of other aspects of project as it relates to installation of 911 furniture. This includes but is not limited to installation of all current equipment into/onto the newly provided furniture so that it may be utilized in the most effective manner, installation of required cabling with appropriate vendors, recommendations for efficient relocation of operations to avoid breaches of PSAP service in the performance of its duties, etc.
- **Project Manager / Project Overseer:** Vendor will assign a qualified project manager or equivalent personnel to oversee project from start to finish, identify/contact/schedule all required parties, maintain communication with 911 Communications managers on project status, accurately obtain feedback/ input from 911 Communications managers and utilize the input to successfully complete the project, manage all aspects of the project.
- **Vendor Access:** All vendor personnel that will be on premise must be compliant with security measures including background screening.
- **Customer Service:** Vendor must maintain an easily accessible customer support system.
- **Flexibility:** Vendor must understand the flexible nature of emergency telecommunications and be able to accommodate changes without undue delay of service. Vendor will be required to coordinate with our flooring vendor. Flooring work will be carried out concurrently with the duration of this project.

PROPOSAL RESPONSE REQUIREMENTS

Your proposal should include the following information, in a clear and concise manner, in the order shown below. The owner reserves the right to seek additional information or clarification of issues as needed.

1. **Cover page:** Include the RFP number (26022-P) and title (911 Consoles and Furniture). Also include your firm's name, address, telephone number, fax number, and e-mail address.
2. **Table of Contents**
3. **Required forms and information:**
 - a. Company Information *{form provided}*
 - b. Contractor Affidavit under O.C.G.A. § 13-10-91(b)(1) *{form provided}*
 - c. List of References *{form provided}*
 - d. Exceptions, if any *{form provided}*
 - e. Signed Addenda, if any are issued.

Note: Pricing shall be submitted in a separate, sealed envelope, as provided in the Terms and Conditions section of the RFP.

4. **Project Understanding & the proposed approach:** State your understanding of the objectives of the project. Describe the unique technical requirements of a Public Safety Answering Point (PSAP) environment such as this, including complex and interrelated systems like 911 call handling, CAD, radio, and phone systems. Identify potential challenges you may face, and how you would resolve them.
5. **Company Background & Experience:** Provide a brief overview of your company, including its size and number of employees, number of years in business, and number of years providing furniture and console solutions for 24/7 public safety dispatch environments. If you are a reseller, provide a clear description of your relationship with the manufacturer and how that benefits the County.
6. **The Project Team:** Give the names, credentials, skills, and relevant experience of each proposed project team member, including designers, installers, and project managers. State their anticipated tasks and workloads. If subcontractor(s) will be used in delivery and installation, include this information for the subcontractors.
7. **Product Technical Specifications & Compliance:** Identify and describe the equipment you propose. Supply performance-based information, such as maximum weight capacities, monitor support limits, and cooling system effectiveness, and provide proof of independent testing or certification. Describe how the proposed systems meet or exceed relevant industry standards, and provide documentation of compliance. This may include, but not limited to ANSI/HFES 100-2007, ANSI/BIFMA X5.5, Americans

with Disabilities Act (ADA) requirements, and ISO 9001.

8. **Technology Integration:** Give specific details about how technology is integrated within the consoles, including power requirements, maximum power draw per console, surge suppression, cable management, and other relevant topics.
9. **Pricing Forms:** Include a fixed-price proposal for the work identified in the RFP. Place the price proposal in a separate, sealed envelope. Include travel, equipment costs, out-of-pocket expenses, and all other financial considerations in the price proposal.

EVALUATION CRITERIA

Award will be made to the responsible firm whose proposal is most advantageous to the local jurisdictions, with price and other factors considered. An Evaluation Committee will review and evaluate proposals.

Technical Merit: Evaluation scores will be based 70% on technical merit of the proposal (please see Items 4-7 in the Proposal Response Requirements section above), using the following criteria, which are listed in order of relative importance:

<u>Criteria</u>	<u>Max Points</u>
1. Project Understanding and the Proposed Approach	20
2. Company's Background and Experience	10
3. The Project Team	10
4. Product Technical Specifications & Compliance	15
5. Technology Integration	15

Price: The remaining 30% of the evaluation scores will be determined by your proposed price, as compared to other responding entities. Proposed prices will be assigned points earned through use of a "variance" weighted method. The lowest offered price will earn the maximum number of points for the Pricing portion of the score. Other proposals' price scores will be calculated based on the variance of their prices from the lowest offered price.

Presentations: The county may, at its discretion, choose one or more of the best-scoring firms to make in-person presentations. If more than one firm makes a presentation, the Evaluation Committee will evaluate the presentations and add up to an additional 20 points to the technical score for each company that makes a presentation.

COMPANY INFORMATION
RFP 26022-P: 911 Furniture and Consoles

Company Name: _____

Physical Address: _____

Mailing Address (if different): _____

Website (if applicable): _____

A. AUTHORIZED REPRESENTATIVE

Signature: _____

Printed or Typed Name: _____

Title: _____

E-mail Address: _____

Phone Number: _____

B. PROJECT CONTACT PERSON

Name: _____

Title: _____

E-mail Address: _____

Phone Number: _____

Contractor Affidavit under O.C.G.A. § 13-10-91(b)(l)

The undersigned contractor ("Contractor") executes this Affidavit to comply with O.C.G.A § 13-10-91 related to any contract to which Contractor is a party that is subject to O.C.G.A. § 13-10-91 and hereby verifies its compliance with O.C.G.A. § 13-10-91, attesting as follows:

- a) The Contractor has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program;
- b) The Contractor will continue to use the federal work authorization program throughout the contract period, including any renewal or extension thereof;
- c) The Contractor will notify the public employer in the event the Contractor ceases to utilize the federal work authorization program during the contract period, including renewals or extensions thereof;
- d) The Contractor understands that ceasing to utilize the federal work authorization program constitutes a material breach of Contract;
- e) The Contractor will contract for the performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the Contractor with the information required by O.C.G.A. § 13-10-91(a), (b), and (c);
- f) The Contractor acknowledges and agrees that this Affidavit shall be incorporated into any contract(s) subject to the provisions of O.C.G.A. § 13-10-91 for the project listed below to which Contractor is a party after the date hereof without further action or consent by Contractor; and
- g) Contractor acknowledges its responsibility to submit copies of any affidavits, drivers' licenses, and identification cards required pursuant to O.C.G.A. § 13-10-91 to the public employer within five business days of receipt.

Federal Work Authorization User Identification Number

Date of Authorization

Name of Contractor

26022-P: 911 Furniture and Consoles

Name of Project

Fayette County, Georgia

Name of Public Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on _____, _____, 20____ in _____ (city), _____ (state).

Signature of Authorized Officer or Agent

Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME
ON THIS THE _____ DAY OF _____, 20____.

NOTARY PUBLIC
My Commission Expires: _____

REFERENCES
RFP 26022-P: 911 Furniture and Consoles

Please list three (3) references for current or recent customers who can verify the quality of service your company provides. Projects of similar size and scope are preferable.

1. Government/Company Name _____

City & State _____

Work or Service Provided _____

Approximate Completion Date _____

Contact Person and Title _____

Phone _____ Email _____

2. Government/Company Name _____

City & State _____

Work or Service Provided _____

Approximate Completion Date _____

Contact Person and Title _____

Phone _____ Email _____

3. Government/Company Name _____

City & State _____

Work or Service Provided _____

Approximate Completion Date _____

Contact Person and Title _____

Phone _____ Email _____

COMPANY NAME _____

RFP 26022-P: 911 Furniture and Consoles
EXCEPTIONS TO SPECIFICATIONS

Please list below any exceptions or clarifications to the specifications. Explain any exceptions in full.

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

COMPANY NAME: _____