

Competitive Bid #WG16-40 – Questions and Answers

How many GPS and alcohol units have been lost in 2015? **Approximately 3**

Pg. 8 Case Management, states: "Creation of all inclusion and exclusion zones and client schedules" is required. Does the current vendor create inclusion and exclusion zones? **Yes, vendor and county**

Pg. 8 Case Management, requires: "24 hour/7 day a week processing alarms in an attempt to achieve offender compliance (i.e. battery is low) Bidder will contact offender and work with the offender to resolve low battery issue. If resolution can be achieved, no further action will be taken [an] will not have to disrupt staff during on-call hours". Would the County please list all of the violations the agency would like the bidder to contact the offender and attempt to resolve? **This is dependent on the capabilities of the vendor, and current needs of the staff.**

Does the current vendor make live call to offenders vis live operators? If so, on what violations?
Not at this time

Does the current vendor make changes to schedules and zones? **At the request of the supervising Deputy**

Does the current vendor call offenders to correct violations? **Not at this time**

Does the County pay for all spare units or above a certain percentage? **No**

Does the County currently use Android or iPhones? **Android**

Page 9, under Case Management: Does the current vendor currently provide all of the services listed for alcohol monitoring? If not, please indicate which ones are or are not provided. **The current vendor can provide all of the services listed below, with the exception of Google mapping.**

Use of software to include:

- Electronic mapping software, to include, street view of offender's location
- Google mapping software which includes street view of offender's location
- Ability to view multiple offenders at the same time
- Crime scene correlation

Case Management Services to include:

- Enrollment of client in database
- Contacting the monitoring center on behalf of the agency to activate or deactivate device
- Creation of all inclusion and exclusion zones and client schedules
- Modifications to client schedule
- Modifications to client Inclusion and Exclusion zones
- Receiving and processing alarms as per agency specification including phone call from LIVE monitoring center representatives
- 24 hour/7 day a week processing alarms in an attempt to achieve offender compliance
- Creation of violation reports for agency staff that are user friendly such that reports can be filed with the court

Under Case Management on pages 8 and 9, it requires: "Contacting the monitoring center on behalf of the agency to activate or deactivate device". Would the County please clarify how this is currently handled? **The county generally handles activation/deactivation until such time that it is imperative to seek assistance from the monitoring center.**

It would appear that you are requesting a performance bond equal to 5% of the contract not to exceed \$10,000. Could you please share how many units we active at the end of June? **86 devices at the end of June 2016.** Could you please specify how many GPS devices and how many Alcohol Monitoring devices. **74 GPS & 12 Alcohol.**

Regarding page 8 - curfew and alcohol monitoring devices - could you please share with us what technologies and model/make you are currently using for your program. **The GPS monitor is the ET1 & the alcohol monitor is the TAD (Transdermal Alcohol Device)**

Regarding page 8 - case management services to include: contacting the monitoring center on behalf of the agency to activate or deactivate device. Our devices are activated when the device is assigned. Similarly the device is deactivated when the device is unassigned. This is done when the equipment is installed on the offender. Currently does the agency or the vendor install/deinstall the equipment and assign the equipment? **The agency**

Regarding page 8 - "receiving and processing alarms as per agency specification including phone call from LIVE monitoring center representative." Do you want the awarded vendor to make a call to the assigned officer when there is any alarm? **Yes.** If so, can you please provide how many alarms do offenders generate in a monthly basis so we can determine staffing? **Approximately 60 alarms per month.** Is it acceptable for the monitoring center agents to leave a voicemail of the county personnel? **Yes.**

Regarding page 8 - 24 hour/7 day a week processing of alarms....." for this specification, are you asking requiring vendor to call offenders on alarms in combination of calling the county officers on alarm? **Dependent upon the situation/compliance of the offender, the needs of our staff, and the**

capability of the vendor. Is it acceptable to leave a voicemail for offender if offender does not answer to call back and then contact officer to progress? Yes.

Who is the current vendor - B.I., Inc.

What is the current pricing for GPS and Alcohol Monitoring? Please separate what the pricing if you are using Continuous Alcohol Monitoring and Remote Breath Alcohol Monitoring. – GPS is \$4.95/day, TAD is \$8.08/day

Who is the current provider of this contract? B.I., Inc.

What type of equipment is the current provider using?

- a. GPS? ExacuTrack One (ET1)
- b. Alcohol Monitoring? BI TAD
- c. Curfew? Curfew equipment is not utilized by our courts, only GPS (possible house arrest condition)

How many units of each type of equipment is at any given time?

- a. How many offenders on GPS? Currently 60
- b. How many offenders on Alcohol Monitoring? Currently 16
- c. How many on Curfew? Curfew equipment is not currently utilized, but 45 of the GPS are on house arrest
- d. Will some offenders be on both Curfew and Alcohol Monitoring? Not curfew, only alcohol
 - i. How many? N/A
- e. Will some offenders be on both GPS and Alcohol Monitoring? Yes
 - i. How many? It varies, but generally a low percentage

What is the current contract prices? GPS is \$4.95, & TAD is \$8.06

Do the services provided by the contractor also include installing and removing the device? No, currently our agency handles all installations and removals.

What hours are the contractor expected to keep for the local enrollment and installation crew? N/A

Will a work space for the contractor be provided? N/A

Are the services expected to be provided at more than one location? N/A

How many local staff does the current provider employ? N/A

How many % of units have been destroyed or lost in the last year? 1.05%

How many units does Baldwin Sheriff currently have enrolled on GPS Tracking and Alcohol Monitoring? GPS is 60 & Alcohol is 16

How many units has Baldwin Sheriff reported lost and/or damaged in the last two (2) years? 5 GPS & 1 TAD

Is Baldwin County open to utilizing smart phone technology? Yes

How do we know how to calculate the total based on the daily rate without the number of units so that we can do a Bid Bond? Each month, we have approximately 70 GPS units in use, and 15 alcohol units in use.

Does "Curfew" specifically imply Radio Frequency (RF) technology or will GPS technology meet the Curfew Monitoring needs of the County? Our courts generally utilize GPS, as opposed to curfew.

Who is the current Vendor (B.I., Inc.), and what are the product models and prices currently in effect for the desired products and services contained in this solicitation? GPS (ET1) \$4.95; TAD \$8.06.

What is the current volume of offenders enrolled on the desired products and services contained in this solicitation? GPS - 60; TAD - 16. What is the average length of time an offender stays on each type of equipment? Approximately 6 months.

How many active GPS devices currently in use by offenders? 60

What is the current active daily rate for GPS Monitoring? \$4.95

What is the current shelf fee for GPS Monitoring? \$0

What is the type or model number of the GPS device currently used? ExacuTrack One (ET1)

How many active Alcohol devices are currently in use by offenders? 16

What is the current active daily rate for Alcohol Monitoring? \$8.06

What is the current shelf fee for Alcohol Monitoring? \$0

What is the type or model number of the Alcohol Monitor? Transdermal Alcohol Device (TAD)

What are the last two invoice amounts the County has paid to the current vendor? Approximately \$13,000 & \$10,000

What is the amount of bid bond that should be submitted to the County? Does the County have an estimated value of the Contract to use for the purpose of submitting a bid bond? You may calculate your bond by using the following number of devices: At the end of June, 2016 we had a total of 74 GPS & 12 Alcohol

Will the County pay for "accessories" such as lost power cords, extra bands, extra tubes for the alcohol device, etc.? We do not currently pay that expense, but it is dependent upon contract

How will Baldwin County recognize a DBE business in this ITB process? Is there additional consideration given to a DBE business? The Baldwin County Commission will be awarded this bid based on lowest price.

Just to clarify, a DBE business does not receive any additional "points" or consideration? A DBE business must still be the lowest bid against large corporations in order to win the bid? No points we awarded to lowest bidder on County funded projects.

Please provide the number of lost/stolen/damaged GPS devices over the last 12 months. 2

Please provide the number of lost/stolen/damaged Alcohol devices over the last 12 months. 1

Can you tell me the process by which the officer's receive alarms? Do they receive the alarm via text/email as the initial contact? Does the current vendor notify the officer via telephone of an active alarm? Some alarm notifications are via email, some are by phone.

Does the current vendor contact offenders directly regarding alarms as stated in the specs on page 8? (Under Case Management Services-9th bullet point). Is this a necessary part of the project? Vendor may contact offender for minor alarms, but more serious alarms may go directly to the officers.

Could I please get a copy of the current contract with BI, Inc for Electronic Monitoring? Our Purchase Order is the Contract along with the bid specifications.

Am I calculating correctly the amount of bid bond that I need to attach to my bid response? I read page 3 to say that if the total bid amount exceeds \$10,000.00 a bid guarantee of at least 5% of the proposed bid amount will be included with the bid. So, would I need to calculate the estimated annual value of the contract based on the numbers you gave me yesterday of 74 GPS and 12 Alcohol? So for example,

74 GPS devices X \$5.00/day=\$370.00/day

12 Alcohol devices X \$8.00/day=\$96/day

\$466/day

I would then take this amount (\$466) and multiply it by 365 days to get the total value? That would be \$170,090.00. 5% of that would be \$8504.50. So, I would need to submit a bid bond in the amount of \$8504.50? Sounds correct.

See Attachment for questions from 3M that go with the answers below:

1. Please attached your exception sheet to the back of the Bid Response Form.
2. It is occasionally, but not always, used in conjunction with GPS, as we are not currently utilizing that technology.
3.
 - a. Optional
 - b. Our courts do not currently utilize curfew monitoring.
 - c. Yes
 - i. * Not a question to be answered.
 - ii. Yes
4.
 - a. The County handles data entry, installations, and removals.
 - b. No vendor employee required.
 - c. No, the County handles most data entry except in rare circumstances in the field (i.e., bad signal, etc.)
5.
 - a. Approximately 10 alarm phone calls, and we may also accept other contact methods by the vendor.
 - b. We will review all proposals.
 - c. Contact supervising Deputy, or our Dispatch after hours.
6. GPS (ET1 or ExacuTrack One); Alcohol (TAD or Transdermal Alcohol Device)
7. 86; 74 GPS & 12 TAD
8. Yes. Undetermined, as we have seen an upward trend, however, it is conditional upon the court system.
9. GPS is \$4.95; TAD is \$8.06
 - a. Yes
 - b. N/A
10. 6-9 months; 3-6 months

11. Approximately 15 GPS & 3 TAD
12. Approximately 12 GPS & 1 TAD
13. 3 (2GPS & 1 TAD)
14. Approximately 20% GPS, & 1% Alcohol
15. The award date that we are currently working toward is August 16, 2016 through August 16, 2017 with option to renew for two (2) additional twelve (12) month contracts at the same prices if both vendor and County agrees to the extension. We will work with the successful vendor to get their program implemented after the award date.
16. Training on newly implemented equipment will be at one location for a staff of four.
17. None

Page 8

Case Management Services to include:

Enrollment of client in database

Does this require the vendor to physically install the tracking devices or is this only related to software enrollment? **No physical installation by the vendor, but occasional software enrollment assistance.**

Page 8

Specifications for Curfew and Alcohol Monitoring Devices

Does "Curfew" specifically imply Radio Frequency (RF) technology or will GPS technology meet the Curfew Monitoring needs of the County? **Our courts generally utilize GPS, as opposed to curfew.**

Who is the current Vendor **(B.I., Inc.)**, and what are the product models and prices currently in effect for the desired products and services contained in this solicitation? **GPS (ET1) \$4.95; TAD \$8.06.**

What is the current volume of offenders enrolled on the desired products and services contained in this solicitation? **GPS - 60; TAD - 16.** What is the average length of time an offender stays on each type of equipment? **Approximately 6 months.**

Can you tell me the process by which the officer's receive alarms? Do they receive the alarm via text/email as the initial contact? Does the current vendor notify the officer via telephone of an active alarm? Some alarm notifications are via email, some are by phone.

Does the current vendor contact offenders directly regarding alarms as stated in the specs on page 8? (Under Case Management Services-9th bullet point). Is this a necessary part of the project? Vendor may contact offender for minor alarms, but more serious alarms may go directly to the officers.

See Attachment for questions from BI Inc. that go with the answers below:

1.
 - a.
 - i. We have had an increase, but that is undetermined.
 - ii. Approximately 3-9 months
 - b.
 - i. We have had an increase, but that is undetermined.
 - ii. Approximately 3-6 months
 - c. Please attach your optional products and services plainly mark to the back of your bid response page.
 - d. The budget for Community Corrections is determined yearly by the Baldwin County Commission. The new budget year will begin on October 1st and at this time we do not know what will be budgeted for the next year.
2.
 - a. You only need to submit one (1) copy of your bid response.
3.
 - a. Please list all cost including shelf fee for your equipment on your bid response form and the County will consider each bid base on the lowest responsible bidder who meets the specifications.
4.
 - a. On page 6, paragraph 2 of the bid it states "Bidder shall give a Unit price as indicated on the Bid Response Form. The price shall include all applicable charges, labor, materials, equipment, services, and delivery charges, etc., required."
Also, on page 7 under Maintenance & Repairs it states "The vendor shall provide for overnight shipping of all units requested or returned via a vendor designated company such as Federal Express overnight, USPS Priority, UPS overnight, DHL overnight or other recognized overnight shipper at no cost to the County.
5.
 - a. Please list any additional services and products on a separate page attached to the back of the bid response form.
 - i. Please attach your pricing for the optional handheld breath alcohol devices on a separate page to the back of the bid response form.

- b. Any pricing for cellular and landline solutions should be listed on and plainly marked on a separate page and attached to your response form.

This question is regarding the Invitation to Bid for the Provision of Continuous Signaling GPS Tracking Electronic Monitoring and Alcohol Electronic Monitoring Program for the Baldwin County Sheriff's Department. On the alabamabids.com website, it appears there is a pre-bid conference scheduled for July 28, 2016 at 2:00 p.m. This is after the date on which the proposal is due, and there is also no mention of it in the Invitation to Bid. I am not sure where the alabamabids.com website got their information. I do not send them anything. The requirements in the bid documents that we posted to our website is the correct information. There is no pre-bid conference for this bid as you can see in our bid specifications.

July 15, 2015

Wanda Gautney
Purchasing Manager
Baldwin County Purchasing Office
312 Courthouse Square-Suite 15
Bay Minette, AL 36507
Sent via email: wgautney@baldwincounty.al.gov

Subject: Questions regarding Bid WG-16-40, Provision of Continuous Signaling GPS Tracking Electronic Monitoring and Alcohol Electronic Monitoring Program

Dear Ms. Gautney:

Thank you for the opportunity to submit questions regarding the above referenced Bid. Below are the questions we have prepared in the interest of submitting a clear response that addresses the needs of your program:

1. On page 3, paragraph 3, the instructions state that any exceptions "shall be attached to the front of the bid inside the Bid Package." On page 6, under *Bid Response Form*, the instructions state that "exceptions are to be attached to the back of the Response Form." Can you please clarify whether the exceptions should appear before or after the Bid Response Form?
2. On page 9, under the *Specifications for Curfew and Alcohol Monitoring Devices*, the section titled *Use of software to include* requires mapping software and crime scene correlation. These software attributes are applicable to GPS equipment but are not applicable to curfew and alcohol monitoring devices as they do not track the offender's location. Can you please clarify whether alcohol monitoring is always used in conjunction with GPS tracking or whether a different list of software attributes was meant to be included in this section?
3. On page 8, the heading is *Specifications for Curfew and Alcohol monitoring Devices*, but on page 2 of the *Bid Response Form*, the heading is *Curfew and/or Alcohol Monitoring Devices*.
 - a. Does the County require curfew monitoring to be included with the alcohol monitoring, as implied by the first heading, or is the curfew monitoring optional as implied by the second heading?
 - b. Is there ever separate Curfew Monitoring that does *not* include Alcohol Monitoring?
 - c. Is the County interested in additional and/or alternative electronic monitoring technologies and products?

Bid WG-16-40, Provision of Continuous Signaling GPS Tracking Electronic Monitoring and Alcohol Electronic Monitoring Program
3M Electronic Monitoring

- i. For example, there could be a low cost for Curfew Monitoring, a median price for Remote Breath Alcohol Monitoring, and a higher price Transdermal Alcohol Monitoring in conjunction with Curfew Monitoring.
 - ii. If yes, may we offer these as "optional products and services" with associated pricing on a separate Pricing Sheet?
4. Could you please clarify the meaning of *Case Management Services*? It can be interpreted in three distinct ways, the last two of which require additional cost for the agency.
 - a. Most of these, except for the live phone calls, are simply software system requirements. For example, the software allows the officers to enroll a client, assign and un-assign equipment, enter zones and schedules, etc.
 - b. The County requires a part-time or full-time employee to be assigned to the Sheriff who will handle all data entry, including zones, schedules, and equipment activation or deactivation.
 - c. The County requires the 24/7 Monitoring Center to handle all data entry, including zones, schedules, and equipment activation or deactivation.
5. Since monitoring center staffing factors heavily into vendor costs, we request clarification of the outbound calls required:
 - a. Will you please provide the average number of alarms per offender per month that require phone calls so that vendors' monitoring centers can budget this into the price proposal?
 - b. Will Baldwin County consider a sliding scale price method based on the number of alerts handled by the monitoring center?
 - c. Can you please provide the current outbound protocols?
6. Please identify the make and models of all devices the Baldwin County Sheriff's Department is using under the current contract?
7. How many units were on leg as of June 30, 2016 by equipment type?
8. Does the County anticipate growth of the electronic monitoring program in the future? If so, approximately how many participants will be added to the program and when?
9. What is the current contracted daily rate for all equipment by make and model?
 - a. Does the daily rate include all monitoring costs?
 - b. If not, what is the current daily rate for the additional monitoring?
10. What is the average length of time a participant is on GPS monitoring? Alcohol monitoring?
11. On average, how many activations (installations) do you have per month per equipment type?
12. On average, how many deactivations do you have per month per equipment type?
13. How many devices have been lost, stolen, or damaged within the past 12 months by type?
14. What is the current spare (shelf) inventory percentage?

Bid WG-16-40, Provision of Continuous Signaling GPS Tracking Electronic Monitoring and Alcohol Electronic Monitoring Program
3M Electronic Monitoring

15. What is the transition/implementation timeline? What are the implementation start and completion dates?
16. At how many locations will training be delivered? How many officers/staff need to be trained?
17. How many times has the incumbent contractor provided an affidavit or expert witness testimony for prosecution of violations in court proceedings during the current contract term?

Thank you for your consideration. We look forward to the next steps in the proposal process.

Best regards,



Craig Lorence
Proposal Manager

3M Electronic Monitoring



July 20, 2016

BI Incorporated
6265 Gunbarrel Ave., Suite B.
Boulder, CO 80301

Tel: 303.218.1000
800.241.2911
Fax: 303.218.1250
www.bi.com

County Commission of Baldwin County
Attn: Wanda Gautney
312 Courthouse Square-Suite 15
Bay Minette, AL 36507

Re: Questions for Provision of Continuous Signaling GPS Tracking Electronic Monitoring and Alcohol Electronic Monitoring Program for the Baldwin County Sherriff's Department
Due: July 20, 2016

Dear Ms. Gautney,

Please find BI's questions regarding the above-referenced Invitation to Bid (*ITB*) below.

1. Reference *ITB* document in entirety.
 - a. For GPS tracking services
 - i. What is the projected population?
 - ii. What is the average length of stay?
 - b. For alcohol monitoring services
 - i. What is the projected population?
 - ii. What is the average length of stay?
 - c. In which section may bidders include information on optional proposed products and services?
 - d. What is the yearly budget allocated for the Electronic Monitoring program?
2. Reference *ITB* Section "Preparing the Bid", page 3 (section in entirety).
 - a. How many copies of the response are bidders required to submit?
3. Reference *ITB* Section "Maintenance and Repairs", page 7.

"The vendor shall cease billing for any unit when the unit is deactivated and shelved awaiting reassignment to an offender, approved training, or demo display use only or returned to the vendor"

ITB Section "Accessories and Spares", page 8.

"The vendor will supply spare units to County upon request and charge a shelf fee for the units"

and *ITB* Section "Bid Price", page 8.

"The bid price will be stated in a cost per unit per day format for activated units and a daily shelf fee for spare units"

- a. Please confirm that the County will pay a shelf fee for spare or unused units.



4. Reference *ITB* Section "Maintenance and Repairs," page 7.

"The vendor shall provide for overnight shipping of all units requested or returned via a vendor-designated company such as Federal Express overnight, USPS Priority, UPS overnight, DHL overnight or other recognized overnight shipper at no cost to the County"

- a. The provision of spare units ensures the agency will always have equipment on hand when they need it. Overnight shipping impacts pricing. In order to provide the most cost-effective solution, please confirm that ground shipping will be acceptable if a vendor allows for units on the shelf.

5. Reference *ITB Bid Response Form*, page 11.

- a. Are bidders allowed to propose pricing for other services or products? If so, please explain where bidders are to include this information within their responses.
 - i. Please explain where bidders are to include pricing on the optional handheld breath alcohol device
- b. If bidders are proposing cellular and landline solutions at different prices, please explain how bidders are required to provide these prices and where they are to include this information within their responses.

If further information regarding these questions is required, please contact me at the information provided below.

Sincerely,



Brian Currie, Business Development Director
Tel: 765.606.1751 | [Email: brian.currie@bi.com](mailto:brian.currie@bi.com)