



SOLICITATION INFORMATION
29 Dec 08

RFP# 7183878

TITLE: ELECTRONIC MONITORING SYSTEM – DOC

Submission Deadline: 27 Jan 09 @ 2:00 PM (Eastern Standard Time)

PRE-BID/ PROPOSAL CONFERENCE: NO

Questions concerning this solicitation must be received by the Division of Purchases at questions@purchasing.ri.gov no later than 9 Jan 09 @ 12:00 Noon (Eastern). Please reference the RFP / LOI# on all correspondence. Questions should be submitted in a *Microsoft Word* attachment. Answers to questions received, if any, will be posted on the Internet as an addendum to this solicitation (www.purchasing.ri.gov). It is the responsibility of all interested parties to download this information.

SURETY REQUIRED: No
BOND REQUIRED: No

A handwritten signature in black ink, appearing to read "Jerome D. Moynihan".

Jerome D. Moynihan, C.P.M., CPPO
Administrator of Purchasing Systems

Vendors must register on-line at the State Purchasing Website at www.purchasing.ri.gov

NOTE TO VENDORS:

Offers received without the entire completed three-page RIVP Generated Bidder Certification Form attached may result in disqualification.

THIS PAGE IS NOT A BIDDER CERTIFICATION FORM

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SECTION 1 - INTRODUCTION

The Rhode Island Department of Administration/Division of Purchases, on behalf of the Rhode Island Department of Corrections, is soliciting proposals from qualified firms for the purchase or lease of electronic monitoring systems and services as described elsewhere herein, and in accordance with the terms of this Request for Proposals and the State's General Conditions of Purchase, which may be obtained at the Rhode Island Division of Purchases Home Page by Internet at: <http://www.purchasing.ri.gov>

This is a Request for Proposals, not an Invitation for Bid: responses will be evaluated on the basis of the relative merits of the proposal, in addition to price; there will be no public opening and reading of responses received by the Division of Purchases pursuant to this Request, other than to name those offerors who have submitted proposals.

INSTRUCTIONS AND NOTIFICATIONS TO OFFERORS:

- Potential offerors are advised to review all sections of this Request carefully and to follow instructions completely, as failure to make a complete submission as described elsewhere herein may result in rejection of the proposal.
- Alternative approaches and/or methodologies to accomplish the desired or intended results of this procurement are solicited. However, proposals which depart from or materially alter the terms, requirements, or scope of work defined by this Request will be rejected as being non-responsive.
- All costs associated with developing or submitting a proposal in response to this Request, or to provide oral or written clarification of its content shall be borne by the offeror. The State assumes no responsibility for these costs.
- Proposals are considered to be irrevocable for a period of not less than sixty (60) days following the opening date, and may not be withdrawn, except with the express written permission of the State Purchasing Agent.
- All pricing submitted will be considered to be firm and fixed unless otherwise indicated herein.
- It is intended that an award pursuant to this Request will be made to a prime contractor, who will assume responsibility for all aspects of the work. Joint venture and cooperative proposals will not be considered, but subcontracts are permitted, provided that their use is clearly indicated in the offeror's proposal, and the subcontractor(s) proposed to be used are identified in the proposal.

- The offeror's status as a Minority Business Enterprise (MBE) certified by the Rhode Island Department of Administration, and or a subcontracting plan which addresses the State's goal of ten per cent (10%) participation by MBE's in all State procurements. Questions concerning this requirement should be addressed to Charles Newton, M.B.E. Officer, at (401) 574-8253, or visit the website at www.mbe.ri.gov
- Interested parties are instructed to peruse the Division of Purchases website on a regular basis, as additional information relating to this solicitation may be released in the form of an addendum to this RFP / LOI.
- Offerors are advised that all materials submitted to the State for consideration in response to this Request for Proposals will be considered to be Public Records as defined in Title 38 Chapter 2 of the Rhode Island General Laws, without exception, and will be released for inspection immediately upon request once an award has been made.
- In accordance with Title 7, Chapter 1.1 of the General Laws of Rhode Island, no foreign corporation, a corporation without a Rhode Island business address, shall have the right to transact business in the state *until it shall have procured a Certificate of Authority to do so from the Rhode Island Secretary of State* (401 222-3040).
- The successful offeror may be required to certify to the Rhode Island Department of Corrections that it is in compliance with applicable civil rights laws and regulations. These laws and regulations relate to issues concerning Equal Employment Opportunity, Limited English Proficiency, and other anti-discrimination laws. The successful offeror may also be required to prepare an Equal Employment Opportunity Plan. A certification of assurances form will be provided to you upon notification of tentative award. Further information regarding these assurances may be obtained upon request from RIDOC's Office of Financial Resources (phone: 401-462-2555 or email: FinRes@doc.ri.gov) or by visiting the U.S. Department of Justice Civil Rights website: www.ojp.usdoj.gov/ocr/assistance.htm.

SECTION 2 – OVERVIEW AND BACKGROUND

OVERVIEW:

The Rhode Island Department of Corrections is seeking to contract with a vendor with demonstrated proficiency in electronic monitoring systems and services. All available technologies will be considered, including but not limited to radio frequency monitoring, voice verification systems, in-home alcohol monitoring devices, field location devices, pager alert systems, global positioning systems or any alternative equipment as proposed by a vendor that provides a range of monitoring functions with equipment. The Department of Corrections will perform all monitoring at a pre-approved site, and requires 24-hour technical assistance as needed.

The Department expects to contract for a minimum of 200 units per day. The proposed contract term is from April 1, 2009 to March 31, 2010, with the State's exclusive right to renew the contract for up to an additional four years. The vendor should furnish costs for the products used during the year as well as the costs for optional products.

Although cost is a significant consideration, product reliability and performance, customer service and support, staff knowledge and qualifications, and company financial stability are also critical to operation of the electronic monitoring programs.

BACKGROUND:

The Electronic Monitoring System will serve three separate electronic monitoring programs:

- 1) Community Confinement (also called Home Confinement,) which supervises offenders who have been sentenced to a term of Home Confinement as an alternative sanction to prison, offenders who are placed on Home Confinement until they purge fees imposed Family Court (Civil Purges), and offenders who have been placed on Home Confinement as a condition of bail (Awaiting Trial); and
- 2) Parole Unit Electronic Monitoring Program, which supervises Parolees on Conditional Parole with electronic monitoring, (also called Electronically Monitored Parolees or EMPs).
- 3) Community Supervision for Child Molestation Offenses which encompasses community supervision upon the person's completion of any prison sentence, suspended sentence, and/or probationary term imposed as a result of that conviction (RIGL 13-8-30).

Statute 42-56-20.2 provides for the administration of the Community Confinement Program, and Department of Corrections Policies and Procedures define the Parole Unit Electronic Monitoring Program. Both Community Programs are similar but separate. The former monitors sentenced inmates, awaiting trial inmates, and civil purges. The latter monitors Parolees on electronic monitoring. Both programs are mandated to promote public safety while guiding offenders to become productive, law-abiding members of society, through supervising program compliance and court-ordered conditions. In addition, Parole provides for the reintegration of the offender into the community after serving a portion of a sentence in

a correctional setting. All offenders are electronically monitored to ensure their compliance with pre-approved daily schedules. In addition, they are subject to random drug testing and field visits, and are required to attend office reporting sessions and to pay program supervision fees.

Thousands of offenders have been placed on the Department of Corrections Electronic Monitoring Programs since the inception in 1989. As of June 1, 2008, over 11,000 offenders have been placed on electronic monitoring. The combined successful completion rate is approximately 70%. As of June 1, 2008, there were 167 sentenced, 61 awaiting trial, and 3 civil purges on Home Confinement, as well as 72 Parolees placed on electronic monitoring as a condition of their parole, for a total of 303 offenders on both programs.

STATUTORY HISTORY:

1989 - RIGL 42-56-20.2 Community Confinement

1992 - RIGL 42-56-20.2 Community Confinement (as amended)

1994 - RIGL 42-56-20.2 Community Confinement (as amended)

2006 – RIGL 11-37-8.2.1 First Degree Child Molestation/Sexual Assault (Jessica Lunsford Act)

2006 – RIGL 13-8-30 Community Supervision/Child Molestation

SECTION 3 - SCOPE OF WORK

REQUIREMENTS:

Security Requirement: Employees of contractors who must gain entrance into correctional facilities are subject to police record checks; the Department retains the right to refuse entrance to contractor employees with felony convictions. Access to correctional facilities also requires adherence to rigid security rules as far as property search, contact with inmates, etc.

Equipment – General:

The successful vendor shall provide electronic monitoring devices, which can be attached to each offender. The vendor will propose an electronic monitoring system to monitor, check, and verify that offenders remain at home during specified time periods and shall report unauthorized absences, late returns, equipment malfunctions, and other related alerts to a central computer system. Vendor must explain in detail how their product provides notification to staff. The system must also provide remote alcohol testing capabilities for selected offenders, as well as up to five mobile location devices. The monitoring equipment offered in the bid shall be of the latest technology available from the manufacturer of the equipment.

The vendor must supply a computer system and all necessary components, to be located within a designated area of the Home Confinement Unit, capable of receiving, storing, and disseminating data generated by the electronic monitoring equipment. It shall provide a

reliable and secure means of transmitting data between the central computer and the offenders' monitoring equipment. As an alternative, the vendor may submit an alternate location for the central computer system. If such alternate location is proposed, any pricing differential shall be clearly identified.

The package must include the main computer system and all necessary computer peripherals including a laser printer, as well as all receivers, transmitters, straps (if applicable), batteries, phone cords, power cords, reusable carrying cases, and other necessary equipment/attachments if applicable. Included in the bid price, Vendor must provide a remote workstation capable of connecting with the central computer system. The system shall include web based, browser and wireless/web based access to scheduling features for unit staff members and supervisors. Wireless/web based access shall be from remote stations (such as Probation and Parole regional offices). The successful vendor will also provide a contingency plan in the event of a system malfunction, which cannot be corrected within four hours. The plan must provide for replication of data stored on the central computer system and or server.

All equipment shall be ordered, authorized and distributed through the RIDOC Administrator of Community Confinement. The Vendor shall schedule and coordinate delivery of all electronic monitoring equipment with said Administrator. The vendor shall also be responsible for the delivery and pick-up of all equipment to/from the Department of Corrections Home Confinement Unit located at the Pinel Building, 1 Wilma Schesler Lane, Cranston, RI 02920. Detailed information will be provided to the successful vendor.

The cost proposal must include all items which might be invoiced; otherwise, it is understood that any product, part of product, or activity which is essential to the provision of this service which is not identified in the proposal is provided at no additional cost. The cost proposal must include coverage for damaged units and absconds.

The Vendor must provide a minimum of five references. The vendor must demonstrate that they provide electronic monitoring services with at least two correctional agencies.

TRANSMITTER:

The transmitter shall comply with all applicable Federal Communications Commission (FCC) rules and regulations and shall be registered with the FCC. The Vendor must supply the FCC registration number of the transmitter with the proposal.

The transmitter must be lightweight, able to send an individually coded signal, which has a variable range. The strap (if applicable) or attachment device and circuitry within the transmitter must enable the transmitter to immediately report, to the host or central computer system, of any tamper attempt or removal from the offender. This would include severing the strap (if applicable to the unit), or removal of the transmitter. If straps are utilized they must be replaced with each new offender in the program at no cost. The Department will not reuse straps. If alternate attachment devices are proposed, replacement of broken devices should be incorporated into the cost.

The transmitter case must be shock resistant, water and moisture proof, and function reliably under normal atmospheric and human environmental conditions experienced in a typical client environment.

Each transmitter must be uniquely coded to prevent the possibility of two different offenders being able to make the same receiver send in the same message. The transmitter to the offender must be adequate to fit all offenders and must be easily replaced in the field by corrections staff. If there are exceptions to this, the vendor should write a specific contingency plan for these types of offenders. The transmitter must be easily installed on the offender with minimal training and experience by the installer. The vendor shall provide written instructions for the correctional staff. The transmitter should feature tamper technology and detect attempts to tamper with the device.

Vendor must provide information on installation procedures (time, need, etc.). The batteries powering the transmitter must be easily replaced in the field by agency personnel and not require replacement of either the transmitter or the receiver/monitor in the home.

Vendor must supply sufficient equipment as necessary at no charge each year while the equipment is under a rental maintenance contract. Please list quantity of each in your bid response.

Vendor must include in the bid proposal the type of transmitter that will be supplied to the Department. Vendor must supply the most recent technology and only new equipment shall be provided.

RECEIVER/MONITOR:

The receiver unit should be capable of communications to the central computer system and have a two-way communication link. This shall include linkage between a web-based server and central computer systems. The computer should contact the unit periodically to ensure continuous integrity of the system. Proposed equipment shall have the capability to have offenders install such monitoring equipment upon direction/instruction from departmental personnel. Any and all capabilities of the proposed system should be fully outlined in the proposal submission.

Each monitor shall be uniquely, electronically paired to a specific transmitter, and interchangeable components are preferred. Receiver/monitors must be easily replaced in the field by correctional staff. The monitor must be able to transmit an offender's status change and the receivers shall have the capability to report at variable intervals to the host computer. The receiver monitor must indicate that it is receiving the signal from the transmitter. It must report violations of tampering with the receiver immediately to the host computer.

The receiver must be equipped with a built-in surge protection on both the incoming power and telephone lines. Receiver/monitor must be capable of storing information for a minimum of five (5) days, in the event of lack of power.

The unit must provide feedback via an external audible or visual method regarding diagnostic information, range testing, and installation prior to Department personnel leaving the offender. The receiver shall be capable of receiving a signal from the participants' transmitter within a specific range without undue obstruction or interference.

The receiver unit must not pose a health or safety hazard to the participant or other family members and shall function reliably under normal household and atmospheric conditions.

The receiver/monitor unit should be able to verify an offender's presence/absence in the home without requiring the telephone to ring.

The configuration shall include host monitoring platform, monitoring system application, printer, monitor keyboard and in/outs to support all peripheral devices, remote station for the Department and any and all data/telecommunication connections.

The software must be based in the most up to date Windows environment.

GLOBAL POSITIONING SYSTEMS:

The offerer shall provide options regarding the use of state of the art GPS equipment for tracking offenders. The proposal shall include options for the following: passive, hybrid or active GPS.

The GPS receiver should have the capacity for receiving location data points, memory for storing data points and a rechargeable battery. The GPS receiver should have the capacity to record the data points on a pre defined time parameter as configured with the Rhode Island Department of Corrections. The GPS device should be tamper resistant and the capacity to transmit an alert via the GPS receiver if tampering occurs.

The GPS charging unit shall be located at the offender's home and should have the capacity to transmit GPS data points as well as recharge the GPS receiver.

Accessibility of software should be available through the internet that would allow the appropriate staff to access their offender GPS data from any computer connected to the internet using a Web browser. Key components of the monitoring software that processes the GPS data should be a) case management: (examples: tracking of visits, offender approved schedule, restrict their approved movements to various zones (exclusion and inclusion zones) and set alarm parameters, b) mapping: capacity to provide a geographical display of the offenders location data points over a period of time. Mapping should geographically depict the exclusion and inclusion zones and capacity for basic local points such as parks or schools.

CENTRAL COMPUTER SYSTEM:

The offerer shall maintain a central computer system assumed to be housed on-site at the offices of Community Confinement, compatible software and all other needed equipment that is capable of complete electronic monitoring for twenty-four hours per day, seven days per week. As an alternative, the vendor may submit an alternate location for the central computer system. If such alternate location is proposed, any pricing differential shall be

clearly identified. The Central Station must be able to handle a minimum of 500 offenders per day.

The system shall be capable of continuously initiating, receiving, and storing all responses of the offenders and data sent by their monitoring units, including if the offender is placed on a global positioning system (GPS). All responses shall be permanently recorded for access.

The vendor must provide a contingency plan for movement of all monitoring to a back up system in case of a system malfunction, which cannot be corrected within four hours. Provisions should be made for an orderly back up on at least a daily basis to prevent loss of data due to a system failure. System backup shall be performed by the vendor.

The system shall minimally support a remote dial in the terminal that can be used for data entry and access from a location separate from host computer at the Department site. An option for a remote alarm terminal which will be activated and display a report upon violation determination is necessary.

Included in the proposal submission, the vendor shall provide a price for the system to include notification software and equipment that will signal to applicable equipment when a violation occurs; indicate the unit number and violation type(s). Explanation of the notification system and the functionalities should be fully detailed in the system offered.

The offerer shall propose an electronic monitoring system with the capability to securely access from an authorized computer, internet access of offender information. Information access via internet includes at minimum, monitoring and tracking information, report schedule, capability to modify report schedule, tracking information relating to location, and schedule verification.

OTHER REQUIREMENTS:

The vendor must have factory authorized service technicians, (list names and experience) to repair units at no additional cost to the Rhode Island Department of Corrections. Please specify your repair policy. Units will be returned to the agency within ten (10) business days or less if possible. It would be expected that the vendor mail units by overnight mail if they have gone beyond the agreed upon time period. Units should be returned to the agency with an applicable attachment device and battery for each unit repaired. Should there be excessive problems with battery replacement, we would expect the Vendor to provide for additional batteries, etc. Vendor should provide for a specified number of complete units (including receivers and transmitters) that remain on site, which will be used as spare stock while units are being returned for repairs.

The monitoring center facility must have a communications network with sufficient capability to assure against busy signals on incoming calls.

The vendor must have, available upon request prior to award, a written policies and procedures manual that details the operations of the monitoring center facility as well as monitoring services and support staff. The vendor shall provide a user's manual for each of the correctional staff (25), plus three complete sets of service manuals for the Department's use.

The vendor must have a technical assistance representative (list name(s), experience, etc., certified by the original equipment manufacturer) physically present during regular working hours, and available by pager in the evenings and weekends, to address technical questions on the electronic monitoring equipment. Vendor must also provide a project manager who will act as contact and as primary liaison for the County, list name(s), experience, etc. The project manager will also be able to make significant decisions for the Vendor regarding the operation of monitoring services for the Department.

The vendor must provide repair and service twenty-four (24) hours per day, seven (7) days a week. The ongoing maintenance of the equipment provided shall be the responsibility of the vendor. The proposal should define guaranteed levels of up-time and maximum service response times.

Vendor must be capable of performing remote diagnostics, from its service facility, on the agency's monitoring system while the system is in full monitoring operation. A free telephone hotline support center should be available with two (2) hour's maximum response time. Additionally, the vendor must provide a maximum of four (4) hour's response time for local on-site service. Each service support location must have the ability to electronically access the system for the purpose of performing remote diagnostics. Vendor should provide specific information as to their plan to complete this process.

The successful vendor will be responsible for conducting training classes. This training will be sufficient in nature so that the appropriate staff is comfortable with the use and installation of the electronic monitoring equipment. Training will be provided to all employees utilizing electronic monitoring systems. The vendor will provide an annual review of training for all staff. Additionally, the vendor will provide training to Department staff with respect to any system or equipment changes, which occur during the life of the Agreement. Such training will be provided at no additional cost to the State

Successful vendor shall comply with all federal and state statutory, regulatory and other standards.

Delivery of the final electronic monitoring system shall include testing, system documentation and final, written acceptance by the State.

COST CONSIDERATIONS:

The costs related to shipping for new products, product repairs to transmitters, receiver monitors and the central station would be the responsibility of the vendor during the period of the rental agreement. If the vendor has gone beyond the agreed upon time period for repair and/or new product, it will be the responsibility of the vendor to incur the costs for overnight mail of the product to the Rhode Island Department of Corrections. Vendor will be responsible for any and all shipping costs during the rental period.

DOC will guarantee a minimum of 200 units for the length of the contract.

The vendor will invoice DOC monthly for the units. Billing will be based upon the highest number of units on hand at DOC on any day in that month.

DOC reserves the right to return units due to reduction in number of offenders placed on electronic monitoring (to the threshold of 200 units). Such returns will be reflected in an appropriate reduction in invoice.

SECTION 4 - PROPOSAL SUBMISSION

Questions concerning this solicitation may also be e-mailed to the Division of Purchases at questions@purchasing.state.ri.us no later than the date and time listed on the cover page of this solicitation. Please reference the RFP# on all correspondence. Questions received, if any, will be posted on the Internet as an addendum to this solicitation. It is the responsibility of all interested parties to download this information. For computer technical assistance, call the Purchases Help Desk at 401-222-3766

Interested offerers may submit proposals to provide the services covered by this Request on or before the date listed on the cover page. Proposals received after this time and date will not be considered.

Proposals must include the following:

1. A completed and signed *R.I.V.I.P. generated bidder certification cover form* (downloaded from the R.I. Division of Purchases Internet home page at: <http://www.purchasing.ri.gov>).
2. A *letter of transmittal* signed by the owner, officer, or authorized agent of the firm or organization, acknowledging and accepting the terms and conditions of this Request, and tendering an offer to the State;
3. A signed and sealed *Cost Proposal* reflecting the fee structure proposed for this scope of service, including completion of the *Cost Proposal Summary* form, enclosed; and;
4. **Separately package**, The *Technical Proposal(s)* and the *Price Proposal(s)* must be separately packaged. All copies of the Technical Proposal and all copies of the Price Proposal should contain a completed and signed RIVIP Bidder Certification Form. A *Technical Proposal* describing the background, qualification, and experience with and for similar programs, as well as the work plan or approach proposed for this requirement. *The Technical Proposal must contain the following sections:*
 - a. *Technical Proposal Cover*, enclosed, or may be substituted for the RIVIP Certification Cover Form.
 - b. *Executive Summary* – The Executive Summary is intended to highlight the contents of the Technical Proposal and to provide State evaluators with a broad understanding of the Contractor's technical approach and ability.

- c. Offeror's Organization and Staffing – This section shall include identification of all staff and/or subcontractors proposed as members of the project team, and the duties, responsibilities, and concentration of effort which apply to each (as well as resumes, curricula vitae, or statements of prior experience and qualification).
 - d. Work Plan/Approach Proposed –This section shall describe the Contractor's understanding of the State's requirement, including the result(s) intended and desired, the approach and/or methodology to be employed, and a work plan for accomplishing the results proposed. The description of approach shall discuss and justify the approach proposed to be taken for each task, and the technical issues that will or may be confronted at each stage on the project. The work plan description shall include a detailed proposed project schedule (by task and sub-task), a list of tasks, activities, and/or milestones that will be employed to administer the project, the assignment of staff members and concentration of effort for each, and the attributable deliverables for each.
 - e. Previous Experience and Background, including the following information:
 - 01) A comprehensive listing of similar projects undertaken and/or similar clients served, including a brief description of the projects, and a contact name and telephone number from the client;
 - 02) A description of the business background of the offeror (and all subcontractors proposed), including a description of their financial position.
5. Products: Detailed oral description of each products offered, included capabilities, construction, and any other relevant information.
6. A completed and signed W-9 (taxpayer identification number and certification). Form is downloadable at www.purchasing.ri.gov. If you wish to seek to do business with the State of Rhode Island, you must register and utilize the E-Verify Program. Please refer to www.dhs.gov/E-Verify or the Division of Purchases website at www.purchasing.ri.gov for more information.
7. In addition to the multiple hard copies of proposals required, Respondents are requested to provide their proposal in electronic format (CDRom, Diskette, flash drive). Microsoft Word / Excel OR PDF format is preferable. Only 1 electronic copy is requested. This CD or diskette should be included in the proposal marked "original".

COST PROPOSAL:

The **Cost Proposal** should identify the unit cost for each billable item or service for each of the three years of the prospective contract. If the proposal does not include separate pricing for each year, it will be assumed that the prices will be in effect for all three years. It will be assumed that any necessary part or service that is identified in this solicitation that is not included in the price sheet is provided at no additional cost. Responders are encouraged to include in the price sheets volume discounts (e.g \$XX.XX/unit at 1 – 199 units)The cost proposal should also identify the unit cost per day for Active GPS, Hybrid GPS and Passive GPS systems. The cost proposal should also include the cost per day of other equipment and services to include on a cost per unit/ per day basis the following: a) sobriety, voice identification, cellular units if applicable in the context of the proposal submission.

On-site location:

Quantity	Year 1 Cost Per Unit	Year 2 Cost Per Unit	Year 3 Cost Per Unit	Year 4 Cost Per Unit	Year 5 Cost Per Unit
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Electronic Monitoring	1 to 199					
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Electronic Monitoring	200 to 300					
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Electronic Monitoring	Above 301					
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Global Positioning:

GPS - Passive						
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GPS - Active						
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GPS - Hybrid						
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Other Equipment:

Alcohol monitoring						
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Voice verification						
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Field units						
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Other proposed equipment (specify item & quantity)						
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Alternate site location:

Quantity	Year 1 Cost Per Unit	Year 2 Cost Per Unit	Year 3 Cost Per Unit	Year 4 Cost Per Unit	Year 5 Cost Per Unit
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Electronic Monitoring	1 to 199					
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Electronic Monitoring	200 to 300					
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Electronic Monitoring	Above 301					
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Global Positioning:

GPS - Passive						
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GPS - Active						
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GPS - Hybrid						
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Other Equipment:

Alcohol monitoring						
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Voice verification						
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Field units						
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Other proposed equipment (specify item & quantity)						
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PROPOSALS - an original plus five copies of the Technical component and an original plus two (2) copies of the Cost component should be mailed or hand-delivered in a sealed envelope marked with the RFP # and Title as listed in the cover sheet of this RFP.

By Mail or by Courier:

**RI Department of Administration
 Division of Purchases (2nd Floor)
 One Capitol Hill
 Providence, RI 02908-5855**

NOTE: Proposals misdirected to other State locations or which are otherwise not present in the Division of Purchases by the scheduled due date and time of opening will be determined to be late and will *not* be considered. Proposals faxed or e-mailed to the Division of Purchases will *not* be considered. **For the purposes of this requirement, the official time and date shall be that of the time clock in the reception area of the Division of Purchases.**

SECTION 5 - EVALUATION AND SELECTION

The State will commission a Technical Review Committee, which will evaluate and score all proposals, using the following criteria:

Criteria	Possible Points
Capability, Capacity, and Qualifications of the Offeror	35 Points
Suitability of Approach/Methodology; Quality of Product	35 Points
Minority Business Enterprise Consideration <small>[Offeror is a registered Minority Business Enterprise, or proposal includes workable plan for use of MBE in subcontracts]</small>	5 Points
Total Possible Technical Points	75 Points
Cost <small>[calculated as (lowest responsive cost proposal) divided by (this cost proposal) times 25 points]</small>	25 Points
Total Possible Points	100 Points

Notwithstanding the foregoing, the State reserves the right to award on the basis of cost alone, accept or reject any or all bids, and to act in its best interest.

Proposals found to be technically or substantially non-responsive at any point in the evaluation process will be rejected and not considered further. *The proposal must receive a minimum 55 of 75 technical points to warrant further consideration. Proposals receiving less than this minimum number of technical points will not have their cost proposals opened or evaluated.*

The State may, at its sole option, elect to require presentation(s) by offerors clearly in consideration for award.

The Technical Review Committee will present written findings, to the State's Architect/Engineer and Consultant Services Selection Committee (A/E/SC), which will recommend three finalists to the Director of the Department of Administration, who will make the final selection for this requirement.

COST PROPOSAL SUMMARY

Offeror:	_____
Address:	_____ _____
Taxpayer ID#:	_____
Authorized Agent:	_____
Title:	_____
Telephone & Fax#:	_____
E-Mail:	

Attach a table that identifies the unit cost for each inviolable item or service for each of the three years of the prospective contract. If the proposal does not include separate pricing for each year, it will be assumed that the prices will be in effect for one year, as well as for any renewed terms. It will be assumed that any necessary part or service that is identified in this solicitation that is not included in the price sheet is provided at no additional cost. Responders are encouraged to include in the price sheets volume discounts

Signature of Authorized Agent: _____

Date: _____