

**Florence County Sheriff's Office  
REQUEST FOR PROPOSALS  
CONSTRUCTION MANAGEMENT SERVICES**

The Florence County Sheriff's Office is requesting proposals for professional services for the options and costs associated with addressing the facility needs of the Public Safety building to include a new roof, flooring, radio, radio tower updates, and Information Technology work. See the detailed list below, items a-g may be proposed as an entire project or separately.

Companies responding to this request must submit their written proposal in accordance with the following specifications. Ten (10) copies of the completed response must be received no later than 4:00 p.m. on Tuesday, September 22<sup>nd</sup>, 2020.

Questions may be sent to:

**Florence County Sheriff Dan Miller**  
PO Box 678  
Florence, WI 54121  
[dmiller@co.florence.wi.us](mailto:dmiller@co.florence.wi.us)  
715 528-3346

RFP will be mailed to:

**Florence County Clerk's Office**  
PO Box 410  
Florence, WI 54121

On the outside of the packet it must be marked "sealed RFP for building work"

**Our Current Facilities:**

The Florence County Sheriff's Office was built in 2000. The current building houses the Sheriff and Road Patrol Offices, the 911 PSAP (Public Safety Answering Point) and the jail. The jail is rated for a maximum of 28 adult inmates. The jail is a podular remote design with the following housing units:

210 – 4 Single Cells	218 – 4 Double Cells
220 – 6 Bunk Dorm	223 – 4 Bunk Dorm
226 – 4 Bunk Dorm	233 – 1 Double Cell
240 – Single Holding Cell	241 – Single Holding Cell

Off site work will include 5 radio towers that are housed in The Town of Aurora, Town of Fence, Town of Long Lake, and the Town of Florence. Those radio towers and buildings house the radio repeaters that allow all Public Safety in Florence County to Communicate.

**Evaluation and Selection Procedure**

Proposals will be evaluated by a selection committee designated by the County Board. The County Board reserves the right to reject any and or all proposals that do not meet the outlined criteria. Late proposals or late modifications will not be considered.

#### Proposal Requirements

1. Firm name and overview of services provided, including the number of years the firm has provided construction services.
2. Statement of financial strength/stability of firm with appropriate supporting material (example: letter from bonding company and proof of professional liability insurance.) Financial statements may be requested from the selected firm prior to award.
3. Provide a listing of public or government construction management projects that your firm has completed within the past five (5) years. Provide the following information for each project:
  - a. Name of project
  - b. Name and location of building
  - c. Name, title, and telephone number of contacts of building
  - d. Project description including cost and size in square feet
  - e. Project completion dates
  - f. Other pertinent information
4. Provide names of project team, to include Project Manager.

#### WORK TO BE PERFORMED.

- a) Roof- The current roof is the original roof that was installed on the Sheriff's Office when it was built. That roof is in need of replacement. The roof needs to be replaced with a like style roof including the rubber membrane and stone ballast. It is ok to reuse the current ballast that is there.
- b) Flooring-Flooring needs to be removed in the Deputy/Admin area including the deputy room, conference room, locker room, booking room, laundry room and kitchen. Those current rooms are the original tile that will need to be removed. Please present options for flooring including replacing with LVT or grinding out tiles and having concrete that is under current tiles polished and sealed. The kitchen and laundry area need to be non-slip.
- c) Dispatch Room-Assist in removing current dispatch counter top work station and install new counter tops that are the same configuration adding additional work space as specified.

- d) Radio Tower work-All radio towers are in need of radio repeaters for the Law Enforcement Channel and Fire/EMS channel. The tower in Long Lake is in need of a backup generator. The repeater at Buckeye Hill needs to be evaluated to see if it can be relocated to the Keyes Peak. This would include installing new radio antennas on a current tower. The contractor will have to work with the owner of that tower to meet their specifications.
- e) Jail Security control panel- the master control panel for the jail needs to be evaluated for possible replacement including the master control panel and all wiring that controls the lights, plumbing, and other functions of the jail.
- f) Jail/Courthouse security cameras-evaluate the needs of the jail for a video camera system to assist the jail in becoming PREA compliant and maintaining safety. Video cameras need to be installed in all hallways and cell areas of the jail. The exterior of the Sheriff's Office and Courthouse also need to be evaluated and have a video camera system installed that meets the needs of the county. Both the jail and exterior video cameras should be the same system and be able to be monitored on large monitors that need to be provided in the RFP. The install of cameras in cells will have to be done using security fasteners and all work will have to be detention setting approved prior to install.
- g) Server Room-evaluate the needs of the Public Safety building and construct a server room. The room needs to be made climate controlled and will house the 911 servers, along with other computer servers. The current servers and hardware need to be removed from the current location of the electrical room and installed in the new server room. This RFP needs to include the construction of a wall, installation of an A/C unit, installation of new floor mounted racks along with the moving of the current servers.

#### Proposal Timeline:

Activity	Date
Issue Request for Proposal (RFP)	<b>September 3, 2020</b>
Proposals due to County	<b>4pm - September 22, 2020</b>
Start of project ASAP immediately following RFP selection.	