**ISP RFP 100-21-1978**

**Commission Buildouts**

**Technical Proposal**

**Instructions:**

Request for Proposal 21-1978 is a formal solicitation by the State of Indiana whereby organizations are invited to compete for contract amongst other respondents in a formal evaluation process. Please be advised that the evaluation of your organization’s proposal is being completed by a diverse team of individuals within ISP and your organization’s score will be reflective of that evaluation. The evaluation of a proposal can only be based upon the information provided by the Respondent in its proposal submission. As such, a competitive proposal will thoroughly answer the questions listed. The Respondent is expected to provide the details of its operations, processes, and staffing.

Please use the yellow shaded fields to indicate your answers to the following questions. The yellow fields will automatically expand to accommodate content. Every attempt should be made to preserve the original format of this form. **A completed Technical Proposal is a requirement for proposal submission. Failure to complete and submit this form may impact your proposal’s responsiveness.** Diagrams, certificates, graphics, and other exhibits should be referenced within the respective answer field and included as attachments.

1. **The number of vehicles that can be completed per week**

The need is for build out of 5 State Police vehicles per week. Vendor must meet the minimum requirement of 5 cars per week.

*Specify the number of vehicles per week that can be completed by your company.*

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| *5 Vehicles* |

1. **Define the turnaround time from pickup to completion of built out and drop off***Specify the expected timeline from pick up to completed build and subsequent drop off of the vehicles back to the location listed below. If there is a difference in expected timeline based on the type of build (Fully Marked, Semi Marked, or Unmarked Patrol), please specify the type of build for each expected timeline.*

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| *We will pick up and drop off vehicles on Monday* |

1. **Transportation of State Police Vehicles from and returned to:**

8500 E. 21st Street

Indianapolis, IN, 46219

It shall be the responsibility of the vendor to pick up and return the vehicle from/to the above location.

*Specify the transportation expectation, will the vendor transport the vehicles from and return to the above location or is the vendor requiring that the transportation be the State Police responsibility? If the vendor will transport the vehicle(s) advise method and associated costs*

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| *Safety Systems will pick up and return vehicles at $55 per vehicle* |

1. **Completion of Scope of Work**

How will you complete each commission build?

*Specify how you will follow the Scope of Work to complete the buildouts on each ISP commission. How will quality control be maintained for each commission built? How will you address questions or issues with commission builds?*

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| *Safety Systems will follow the guidelines set in place by ISP and make changes if requested by ISP. Safety Systems will document that vehicle was in working order upon arrival and departure. ISP will sign documentation that all components are working when vehicle is delivered back top ISP.* |

1. **Financial Responsibility**

From the time the vehicle is picked up from the location above until it is returned or while the vehicle(s) are in the possession of the vendor if transportation is not included in the contract, the vendor is financially responsible for the care of, security and any liability caused by the vehicle.

*Please explain and provide proof of financial responsibility to include limits, i.e. Certificate of Liability Insurance, etc.*

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| Liability Insurance is attached to this bid. |

1. **Security of the vehicle(s) in the vendor’s possession**

The vendor is responsible for the security of all State Police vehicle(s) in his possession.

*Provide a detailed explanation of any security measures in effect for the State Police vehicles that are in the vendor’s possession.*

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| Vehicles will be stored outside at Safety Systems Location. Keys will be locked away. |

1. **Workmanship and warranty there of**

It is the expectation that all work completed by the vendor shall be as specified in the “Scope of Work” document, without any deviation, unless prior approval by the State Police is given.

*Specify the terms and conditions of the warranty for any prior work completed by the vendor. Note the length of time from the return of the vehicle to the State Police and conditions that would be covered in reference to any repair. NOTE – the vendor must also acknowledge the understanding that the company will be liable for any damage caused by inferior, substandard, or erroneous workmanship.*

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| **Safety Systems will warrant all work for the same amount of time as the warranty on the equipment (5 years)** |