

COUNTY OF UNION, ILLINOIS

REQUEST FOR PROPOSALS

FOR

LIVE SCAN MACHINE

Issue Date: April 25th, 2018

Contacts:

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Jonesboro, Illinois 62952
618-833-5500

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Union County Sheriff's Office
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LIVE SCAN MACHINE

Overview

The County of Union, Illinois is issuing this Request for Proposals (the "RFP") for the purchase and installation of a new Live scan machine for the County Detention Center. The new Live Scan machine must be FBI certified with 10-print and palm-print capability and must support the acquisition of computer scanning, storage, and transmission equipment to facilitate electronic exchange of sex offender documents and Live scan palm prints between local law enforcement agencies and the Illinois State Police (ISP).

Sealed proposals will be accepted by the County until May 25th, 2018 at 9:00 a.m.

Questions regarding this RFP may be directed to either Sheriff Scott Harvel, or Corporal Brian Hill at 618-833-5500.

The County reserves the right to reject any and all proposals received pursuant to this RFP and to waive or not any informalities or irregularities in proposals or proposal procedures, and to accept or further negotiate cost, terms or conditions of any proposal determined by the County to be in the best interests of the County even though not the lowest cost proposal.

Mandatory Requirements and Conditions

A response to this RFP must be sealed and must include and/or comply with the following:

- (1) A cover letter designating the name, work address and telephone number of the person or persons available for contact concerning the proposal.
- (2) Description of equipment, installation, warranties and experience regarding the design and or/installation of the equipment.
- (3) Availability of training, orientation and maintenance of the equipment, including experience and qualifications of service technicians.
- (4) A timeline regarding provisions of services. Installation must be completed by June 22nd, 2018.
- (5) Other items the proposer wishes to have considered.
- (6) References.

Opening of Bids and Selection of Proposal

Proposals will be opened by the Union County Sheriff on May 25th, 2018 at 9:00 a.m..

Evaluation Criteria

In determining the most favorable proposal the County shall consider the following:

- (1) Terms of services to be provided and equipment used.
- (2) Pricing
- (3) References
- (4) Prior knowledge or prior dealings of the proposer, as the knowledge of dealings relate to official business of the County.
- (5) Any other information and/or factors that the County considers relevant.