

January 7, 2025

Notice to Potential Respondents:

**BULLETIN NUMBER 1  
REQUEST FOR QUALIFICATIONS (RFQ)  
NETWORKED LOGGING RECORDER SYSTEM (NLRS)  
RFQ NUMBER 733A-SH**

**INTRODUCTION**

The Los Angeles County (County) Sheriff's Department (Department) is issuing this Request for Qualifications (RFQ) to seek Statements of Qualifications (SOQs) from organizations that are qualified to provide the County with an operationally proven commercial off-the-shelf (COTS) Networked Logging Recorder System (NLRS) to capture voice radio, 9-1-1, and telephone transmissions.

**This is a request for qualifications ONLY. This is not a solicitation.** The County intends to release a Request for Proposals (RFP) in the near future. Responses to this RFQ will be reviewed to verify Respondent's qualifications to provide the system described above. All Respondents will be notified, in writing, of the County's determination of Respondent's success or failure to meet the Minimum Mandatory Requirements (MMRs) listed in Paragraph 2.0 (Respondent's Minimum Mandatory Requirements) of the RFQ.

Only those Respondents who have successfully demonstrated that they meet the MMRs will be invited, by the County, to participate in a future RFP. The determination of which companies meet the MMRs lies solely and exclusively with the County.

**RESPONDENT'S MINIMUM MANDATORY REQUIREMENTS**

Interested and qualified Respondents that can demonstrate their ability and qualifications to successfully provide the required Services described in the RFQ, are invited to submit a Statement of Qualifications (SOQ), provided they meet the following Minimum Mandatory Requirements:

1. Respondent must be an established developer, proprietor, and provider of NLRs solutions (including maintenance and support) for a minimum of seven years, within the last ten years, with a minimum of ten full-time employees.

Respondent must complete and submit Exhibit 2 (Respondent’s List of References) to the RFQ to verify the MMR requirements.

2. Respondent’s COTS software must currently be in production use and being serviced by Respondent’s maintenance program for not less than two consecutive years, with at least one user being a United States (U.S.) public safety/law enforcement agency supporting more than 20 concurrent users [in this context, agency is defined as: a) a single law enforcement agency operating under a single enterprise installation of Respondent’s proposed COTS solution, or b) a consortium of law enforcement agencies operating under a centrally managed, single enterprise installation of Respondent’s COTS solution].
3. Respondent must have a minimum of two successful NLRs implementations of the proposed software (current or one major version prior) within the last ten years. (A successful implementation is defined as one that has achieved final acceptance from the customer, has been in production use for a minimum of one year without any major deficiencies, and is being serviced by Respondent’s maintenance program.)
4. If Respondent’s compliance with a County contract has been reviewed by the County Department of the Auditor-Controller within the last ten years, then Respondent must not have unresolved questioned costs identified by the Auditor-Controller, in an amount over \$100,000.00, that are confirmed to be disallowed costs by the contracting County department, and remain unpaid for a period of six months or more from the date of disallowance, unless such disallowed costs are the subject of current good faith negotiations to resolve the disallowed costs, in the opinion of the County.

**RFQ TIMETABLE**

The timetable for this RFQ is as follows:

- Release of RFQ ..... 01/07/25
- Request for a Requirements Review Due ..... 01/22/25
- Written Questions Due ..... 01/29/25
- Questions and Answers Released ..... 02/12/25
- **SOQs due by 3:00 P.M. (Pacific Time)..... 03/06/25**

The foregoing dates may be changed at any time at the sole discretion of the Department. Such changes will be made through an addendum and posted on the Department's website at <https://lasd.org/transparency/solicitations/>. All potential Respondents are encouraged to monitor the above solicitation website for Bulletins, as they are posted, during the entire RFQ process.

### **RESPONSE METHOD**

1. All questions regarding this RFQ must be emailed to:

E-mail address: [jykim@lasd.org](mailto:jykim@lasd.org)  
Attention: Joanna Kim

2. SOQs must be enclosed in a sealed envelope, plainly marked in the upper left-hand corner with the name and address of Respondent and reference this RFQ as follows:

**“SOQ for Networked Logging Recorder System (NLRs)  
(RFQ 733A-SH)”**

And addressed to:

Los Angeles County Sheriff's Department  
Fiscal Administration – Contracts Unit  
211 W. Temple Street, 6<sup>th</sup> Floor West  
Los Angeles, California 90012  
Attention: Joanna Kim

3. It is the sole responsibility of the submitting Respondent to ensure that its response to this RFQ is received before the submission deadline. Respondents will bear all risks associated with delays in delivery by any person or entity, including the U.S. Mail. SOQs received after the scheduled closing date and time for receipt of SOQs, as listed in Paragraph 5.0 (RFQ Timetable), will not be accepted, and will be returned to the sender unopened. Timely hand-delivered SOQs are acceptable. No facsimile (fax) or electronic mail (e-mail) copies will be accepted.
4. If your firm does not respond to this RFQ on or before 3:00 p.m. PT, Thursday, March 6, 2025, the Department will presume your firm does not meet the requirements outlined herein, and/or is not interested in responding to a future RFP.
5. The County reserves the exclusive right to not accept any SOQs from any firm that fails to respond timely to this RFQ. Additionally, the County will reject proposals in response to any future RFP from any entity who fails to respond to this RFQ, and/or any Respondent who fails to demonstrate that they have met all the qualifications (MMRs) to respond, pursuant to this RFQ.

6. Until the SOQ submission deadline, errors in SOQs may be corrected by a written request via email to withdraw the SOQ and submit another SOQ with mistakes corrected. Corrections will not be accepted once the deadline for submission of SOQs has passed.
7. The County in its sole discretion may waive any informality in a SOQ, and/or request additional information, provided the sum and substance of the SOQ has been met.