

CITY OF FORT MADISON

REQUEST FOR PROPOSAL

April 19, 2024

REQUEST FOR PROPOSALS (RFP) FOR DRONE OPERATION FOR POLICE & FIRE SERVICES TO CITY OF FORT MADISON, IOWA.

Purpose of RFP

The City of Fort Madison invites the submittal of responses to this Request for Proposals (RFP) from qualified entities interested in performing emergency drone services for police and fire operations as further described in this document.

Scope of Work

1. City Departments are seeking an entity which can provide the following services in and about the corporate limits of the city:
2. Fully insured, with documented experience in search and rescue.
3. Reasonable availability 24/7, with a 30-minute response time.
4. All-weather operation.
5. Minimum continuous flight time of 30 minutes and battery exchanges for up to 90 minutes extended use.
6. FAA licensed.
7. Capable of providing courtroom testimony as needed.
8. Ability to transmit locations to police & fire units using active mapping tools.
9. Ability to record high-definition videos and photographs.
10. Ability to furnish high-definition thermal camera for active search capabilities.
11. Ability to provide documentation of precise coordinates, and map locations.

Submittal Requirements

Interested parties should submit the following items in a letter form to the Fort Madison city clerk. Electronic submissions will be accepted; however, we ask that you provide this information in a single PDF file:

1. Statement of interest in providing a service to the City.
2. Indication of ability to perform all requirements as described in the “Scope of Work” described above. Any exceptions to items must be fully explained.
3. Furnish copies of equipment spec sheets, FAA licensing, documentation of experience, and insurance certificate.

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4. Provide a detailed service agreement with an explanation of services, limitations, and applicable fees that may be applied to all services rendered to the City of Fort Madison.

Successful Entities Required to Also Provide

1. A service agreement shall specify that all recordings related to services performed are the sole property of the City of Fort Madison.
2. A statement of confidentiality shall be required from the entity binding both the drone operator, owners, and employees from divulging information to the public.
3. The drone operator, owners, and employees must submit to a background check.
4. Completed IRS form W9 and EIN/FEIN numbers prior to start of work.

Submittal Instructions

The Fort Madison city clerk will receive sealed mailed, emailed, and delivered responses to this RFP at the address set forth below until **noon on Tuesday, 4/30/2024**. Proposals submitted after that deadline will be rejected. Electronic submissions will be accepted; however, such information must be provided in a single PDF file. You may confirm receipt of your email proposal by calling (319) 372-7700 ext. 206.

Responses should be directed to:

Justina Cullen, Fort Madison City Clerk
811 Avenue E
Fort Madison, IA 52627
E-mail: cityclerk@fortmadison-ia.com