

REQUEST FOR PROPOSALS

**City of Sullivan
Police Department**

VIDEO SURVEILLANCE SYSTEMS

RFP Release Date:

Wednesday, July 31, 2013

Mandatory Pre-Bid Walkthrough:

**Wednesday, August 7, 2013 at
Sullivan Police Department
106 Progress Drive
Sullivan, MO 63080**

Sealed Proposal Due:

**Wednesday, August 21, 2013 10:00am
Office of City Clerk
210 West Washington
Sullivan, MO 63080**

REQUEST FOR PROPOSALS

Video Surveillance Systems

Project # 13018

For The City of Sullivan

Sullivan, Missouri

RFP Release Date: Wednesday, July 31, 2013

Mandatory Pre-Bid Walkthrough: Wednesday, August 7, 2013 at 10:00 am

Sullivan Police Department

106 Progress Drive

Sullivan, MO 63080

Sealed Proposal Due: August 21, 2013, 10:00am

Sealed proposals, addressed to City of Sullivan, Missouri, will be received until 10:00 a.m., August 21, 2013 at the office of City Clerk, Janice Koch, 210 West Washington, Sullivan, Missouri 63080, after which they will publicly be opened and read aloud.

The envelope containing the Bid must be sealed and addressed to Janice Koch, City Clerk, and clearly designated as **“Police Department Video Surveillance Systems”**.

This Contract will consist of a bid for the purchase of brand new equipment with full installation.

Copies of the Contract Documents and Detailed Specifications required for bidding purposes may be obtained from the City Engineering Department, City Hall, 210 West Washington, Sullivan, Missouri, 63080 or online at www.sullivan.mo.us. Bidders having questions or requesting additional information should contact Robert Schaffer or Dan King at Sullivan City Hall, Engineering Department, telephone number 573-468-8965, facsimile number 573-468-8964.

A pre-bid walkthrough of the police department will be held on August 7, 2013 at 10:00 am. The walkthrough is mandatory with no exceptions. Any bidder not present at the walkthrough will be deemed ineligible to bid this project.

The City of Sullivan reserves the right to accept or reject any or all bids received and to waive or not to waive any or all irregularities.

Contracting Office Address

City of Sullivan
Police Department
106 Progress Drive
Sullivan, MO 63080

Point of Contact: Robert Schaffer, City Engineer
(573) 468-8965
rschaffer@sullivan.mo.us

Project Overview

The purpose of this document is to set forth minimum technical specification and operational requirements for the turnkey installation of new/upgrades to video and audio surveillance systems to the all areas of the police department including upgrades to existing systems in the jail in order to provide a higher-level of operational security for the facilities. A mandatory site visit is planned for August 7, 2013 at 10:00 am at the police department at 106 Progress Drive. Anyone wanting to bid this project must attend this walkthrough to be eligible, no exceptions.

Site Location

City of Sullivan Police Department located at the above address.

Requirements

The contractor is requested to provide detailed Statement of Work, product specification sheets and itemized costs on all proposed equipment and labor for each project. All equipment manufacturer and contractor warranties and policies shall also be provided in writing.

Prevailing Wage

Not less than the prevailing hourly wage shall be paid on work under this project. The contractor will forfeit a penalty to the contracting public body of \$100 per day (or portion of a day) for each worker that is paid less than the prevailing rate for any work done under the contract by the contractor or by any subcontractor.

10-Hour Training

The contractor and all subcontractors to the contract must require all on-site employees to complete the ten-hour construction safety training program required under Section 292.250, RSMo, if they have not previously completed the program and have documentation of having done so. The contractor will forfeit a penalty to the contracting public body of \$2,500 plus an additional \$100 for each employee employed by the contractor or subcontractor, for each calendar day, or portion thereof, such employee is employed without the required training.

E-Verify

The contractor and all subcontractors to the contract shall provide the E-Verify Memorandum of Understanding with proposal.

Timeline

The deadline for proposal submissions is August 21st, 2013 at 10:00 am at which time the proposals will be opened and read aloud. Due to the nature of this project there will be some time taken for review of proposals to determine the true lowest and best bid before the project can be awarded.

Experience

The contractor shall provide proof of experience in projects of this type, scope, and size.

Project Details

The City of Sullivan currently monitors and records the feeds from the existing cameras in the jail. New cameras will replace existing equipment installed in 1995 and additional cameras will be added indoors and outside the building for better coverage of the facility. A new two-way audio system will be required between the existing cells and dispatch. The project will also include a video masking system for the 5 cells and a local fire, smoke, and heat detection system.

The video surveillance system shall have the following minimum capabilities or specifications:

System Recording Modes

The system shall be capable of the following recording modes:

- Normal time-lapse recording
- Event: Alarm Recording
Motion Recording
- Schedule Mode: as example, the system can be programmed to record in normal time-lapse mode for a given period such as “business hours” and then be programmed to record in event mode only during off-hours.
- 704 x 480 (4CIF) or greater recording resolution.

It is required that each individual channel or camera be programmable for any of the above recording modes to include recording rates (images/pictures/frames per second).

System Programming

The system menu setup functions shall be remotely programmable by using the client software or web browser.

Motion Detection

The system shall have the capability to process each camera for motion detection if required by the customer. Remote setup and configuration of motion detection parameters and the ability to detect motion for triggering an event recording is required. Individual motion detection adjustment for each camera input to include frame rate, area and sensitivity is also required.

Alarm Trigger Inputs/Outputs

The system shall provide up to sixteen (16) alarm trigger inputs and one (1) alarm trigger output minimum for DVRs.

Storage Drive Capacity and Retention Requirements

Storage capacity must account for the retention requirements of 2 weeks for saved video (minimum 10 FPS). Administration area has low traffic during off business hours while jail has continual motion 24/7.

Remote Network Viewing - Bid as an Option

The system shall be “IP network ready” and provide a 10BASE-T/100BASE-TX/1000BASE-T Ethernet connection for remote video viewing and playback. The connector shall be a standard 8position/8contact (RJ45) modular jack.

Each DVR shall be networked for remote PC viewing. The client software shall provide live viewing; playback and search capabilities based on time/date, motion detection event or alarm recordings.

Video Surveillance Cameras

- Minimum Camera Requirements:
 - a. 480 TV Lines of horizontal Resolution.
 - b. Video Output: BNC Connector (NTSC analog format cameras).
 - c. 8P/8C RJ-45 Jack for Ethernet (if IP camera is specified).
 - d. DC Auto Iris Lenses.
 - e. Input Power Input: 24VAC/12VDC
 - f. Day/Night Operation
 - g. Wide Dynamic Range were needed (please identify camera location)

Please provide a detailed datasheet for each model camera and the proposed installation location.

System Power Supplies

The DVRs shall have a co-located, sixteen (16) output rack mounted power supply and operate from a standard 120VAC, 60 Hz power source. The contractor shall install UL rated power supplies suitable to provide reliable low-voltage (class 2) power at each analog camera location. The power supplies from Altronix, Preferred Power Products, or approved equals are recommended. The power supplies shall be UL listed and each output shall have individually fused circuits and LED status indicators.

Head-End Equipment

For the purposes of this requirement, the head-end is defined as the location of the cabling home-runs, DVR, NVR, network switch, power supply, UPS.

Installation Requirements

Cable Management and Installation

- All low-voltage signal and power cables shall be installed in accordance with applicable TIA cable installation and management standards.
- For analog cameras the contractor shall use Siamese type RG59 coaxial and 18/2 power cable designed for CCTV applications. Only 3 piece crimp connectors shall be used.
- All cabling shall be installed from each camera to designated head-end location as required.
- Proper labeling on Cameras, Patch Panels, and DVRs

Final camera field-of-view adjustments shall be approved by the project representative.

System Training

The contractor shall provide training in the use and configuration of the systems installed and remote viewing application software. This includes retrieving and archiving recorded video surveillance footage.

Project Documentation Package

The contractor shall provide a project documentation binder to include a description of the system, final floor plans showing camera locations, functional system block diagrams and equipment manuals.

Project Completion and Acceptance

On-site compliance inspections shall be conducted at the completion of this project. The contractor's project manager and project representative will perform these site inspections.