

Village of North Aurora

# RFP Request

Security Camera System

7-27-2017

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## TERMS AND CONDITIONS

### PART 1. GENERAL

#### 1. INTRODUCTION

- A. The Village of North Aurora (Owner) is requesting a RFP for the installation and configuration of a replacement Security Camera NVR and Cameras at North Aurora Police facility.
- B. The Owner requests proposals for the installation, configuration, testing and acceptance of the Security Camera system as described in the following documents by interested persons (hereinafter known as "The Vendor"). Prices quoted shall be all-inclusive and represent a complete installation as represented in the attached specifications. The Vendor shall be responsible for all parts, labor, and all other associated equipment necessary to completely install, test and turnover for acceptance to The Owner the Security System detailed herein.
- C. Please review this and other portions of the RFP issued for Response on **9/1/2017** and prepare a response accordingly.

#### 2. DEFINITIONS

- A. Throughout this document the terms "RFP Documents", "Specifications", "Design Drawings", "request for Quote", and "RFP", may be used interchangeably and are intended to be inclusive of the written and illustrated portions of this Request for Proposal, unless noted otherwise.
- B. Throughout this document the terms "Customer", "Owner", "Client" and "Village" are used interchangeably and are intended to mean The Village of North Aurora.
- C. Throughout this document the terms "Contractor", "successful Bidder", "Bidder", "Proposer" and "Vendor" are used interchangeably and is intended to mean the firm or its agents who are awarded the contract to furnish and install complete the AV System.
- D. All times listed are in Central Standard Time.

#### 3. REQUEST FOR PROPOSAL

- A. Sealed RFP for furnishing a Camera Security System will be received at Village Hall General Offices, 25 East State Street, North Aurora, IL 60542, until **12:00 P.M. 9/1/2017**
- B. Subsequent award as a result of the RFP is subject to Owner approval.
- C. Proposals must be received in the office as specified above on/or before the time and date specified. Proposals received after the time and date specified, whether delivered or mailed, will not be considered and will be returned unopened.
- D. No Proposals will be considered which are not submitted with the attached "Authorization Form" signed by a proper official of the Proposer and submitted in a sealed envelope or other sealed container marked "**Project: NAPD Camera Security System, 9/1/2017**" and Proposer's Company Name. Telephone, FAX or email only Proposals will not be accepted, allowed or considered.
- E. Proposals shall include a line item break down of materials and labor. Use section 7.1 as a reference.
- F. No Proposals will be considered in which any portion of the Request for Proposal (RFP) Specifications or any Provisions of this RFP has been modified without the written approval from the Village of North Aurora.

#### 4. INSTALLTION SITE

- A. North Aurora Police Department  
200 S. Lincolnway  
North Aurora IL 60542

#### 5. SCHEDULE OF EVENTS

- A. Release of RFP to Vendors **7/31/2017**
- B. Mandatory meeting /Site Visit **8/17/2017**
- C. Responses From Vendors Due **9/1/2017**

#### 6. MANDATORY PRE-PROPOSAL MEETING

- A. A site visit will be held at the North Aurora Police Department, 200 S. Lincolnway North Aurora, IL, **8/17/2017** starting at **10:00 AM**. All potential bidders are required to attend.

#### 7. QUESTIONS

- A. Questions regarding this RFP must be submitted via electronic mail. Submit all questions with Subject line of "Police Camera RFP"
  - i. David J. Arndt  
Information Technology Specialist  
Village of North Aurora  
Email: [darndt@northaurora.org](mailto:darndt@northaurora.org)

## PART 2 TERMS AND CONDITIONS OF THIS RFP

### 1. RESPONSE SUBMISSION

- A. Responses to this RFP must be submitted in a sealed package and delivered by either USPS, express delivery, or personally on or before **9/1/2017** to:  
Village of North Aurora  
Administrative Offices  
25 East State Street  
North Aurora, IL  
It is the sole responsibility of the respondents to ensure that their responses arrive in a timely manner. The Owner reserves the right to reject all late arrivals.

### 2. INTERPRETATION AND ADDITIONAL INFORMATION

- A. Interpretations, Corrections, and/or Changes
- B. Any interpretation, correction, or change of the RFP will be made by an ADDENDUM. Interpretations, corrections, or changes to the RFP made in any other manner will not be binding, and The Vendors shall not rely upon such interpretations, corrections, or changes. Interpretations, changes, or corrections will be issued by The Owner. Addenda will be forwarded electronically to Vendors who attend the mandatory meeting only. It is the responsibility of The Vendors to determine whether all addenda have been received and to indicate they received Addenda by including a signed copy of each addendum with their proposal.

### 3. PROPOSAL BINDING PERIOD

- A. Prices quoted in The Vendor's response for all labor and materials will remain in effect for a period of at least ninety (90) business days from the issuance date of The Vendor's response.

### 4. VARIATION IN QUANTITIES AND CONFIGURATIONS

- A. Equipment and capacity requirements are the best estimates currently available. The Owner reserves the right to modify quantity and configuration requirements. The Vendor agrees to sell The Owner the revised quantity of items at the unit price as stated in the RFP regardless of quantity changes.

## 5. PROJECT MANAGERS

- A. The Vendor will provide a Project Manager who will act as a single point of contact for all activities regarding this project. The Project Manager will be required to make decisions regarding the scope of the work and any changes required by the work. The Project Manager will be totally responsible for all aspects of the work and shall have the authority to make immediate decisions regarding implementation or changes to the work. Project Manager must be available for duration of project.
- B. The Owner shall provide a Project Manager who shall act as a single point of contact for all activities regarding this project. The Project Manager will be responsible for all decisions required of The Owner and shall coordinate with all departments during installation activities.
  - i. The Village Project Manager for this Project is:  
David J. Arndt  
Information Technology Analyst  
Village of North Aurora  
Phone: 630-897-8228 x267

## 6. VENDOR QUALIFICATIONS

- A. The Vendor shall provide proof of criminal background checks on all technicians and installers.
- B. The selected Vendor shall be fully capable and experienced in the Camera System specified. To ensure the systems have continued support, The Owner will contract only with Vendors having a successful history of sales, installation, service, and support.
- C. Unless specified otherwise, the Vendor must have a minimum of three (3) years of experience in the installation and design of the Camera systems.
- D. The Vendor must provide a minimum of three (3) reference accounts at which similar work, both in scope and design, have been completed by The Vendor within the last two (2) years.

## 7. EVALUATION OF RESPONSES

- A. Proposal selection will be based on the overall best proposal. No single evaluation criteria listed below will be the determining factor.
- B. Proposals will be evaluated as follows:
  - i. Compliance with RFP documents and requirements
  - ii. Completeness of Proposal and demonstrated understanding of the design intent
  - iii. Contractor Qualifications (including references)
  - iv. Project References
  - v. Price

## 8. RIGHT TO REJECT

- A. The Owner reserves the right to cancel the RFP process, reject all proposals and/or to waive technicalities in the proposal process. The Owner reserves the right to accept part or all of a submitted proposal.

## 9. INSTALLTION GUIDELINES

- A. All work performed on this project will be installed in accordance with the current edition of the National Electrical Code®, the current edition of the National Electrical Safety Code and all local codes and ordinances.
- B. Refer to each of the Technical Specifications in this RFP for additional instillation guidelines.

# PART 3. STATEMENT OF WORK

## 1. GENERAL

- A. Replacement Security Camera NVR.
- B. Install and configure three (3) pre-existing viewing stations with multiple attached monitors
- C. Install and configure two (2) pre-existing exporting station
- D. Replace 38 currently install IP Analog cameras
- E. Evaluate and determine if current audio devices are capable of integrating with new Avigilon NVR
- F. Install one new multi dome camera and cabling.
  - i. Cabling has clear path with partial raceway estimated 70' run.
- G. Install necessary additional cabling.

- H. Identify and label all cables
- I. The Proposed System must provide clear and exportable video footage.
- J. All equipment must be of new condition.
- K. This RFP is open to all vendors and resellers of Security Systems that meet the Village's requirements as stated below.

## 2. EQUIPMENT

- A. NVR
  - i. NVR software manufacturer: Avigilon
  - ii. Software Version Avigilon Enterprise
  - iii. Hardware Model Number: HD-NVR3-PRM-48TB-NA
  - iv. Server Hardware must have minimum five year warranty.
- B. Viewing stations
  - i. Use current installed viewing stations
  - ii. Running Windows 7 professional
  - iii. Has video card to support multiple monitors
- C. Cameras
  - i. New cameras must meet or exceed the specs in Section 7.
  - ii. All exterior cameras must be capable of fully performing in all seasonal conditions.
  - iii. All new cameras will have the ability to capture video at night were indicated.
  - iv. Previous concealed cameras will be replaced with standard visible cameras.
- D. Audio
  - i. Evaluate and determine if current audio devices are capable of integrating with new Avigilon NVR
  - ii. If not recommend and replace if necessary. \*Audio locations are listed in Section 7.
- E. Configuration
  - i. Ability to logically group cameras for playback.
  - ii. Ability to create saved layouts of camera groups.
  - iii. Ability to interface with Windows Server 2008 R2 Active Directory for user authentication.
- F. Exporting
  - i. Exporting in a proprietary format, the necessary codecs and software to play video on a standard Windows 7 computer must be included. Said software and codecs, without additional cost, must be legally capable of being distributed to third parties for review of exported video.
  - ii. Ability to export multiple cameras during a single session.
  - iii. Ability to export sound when applicable.

## 3. NETWORKING EQUIPMENT

- A. If necessary vendor shall provide networking equipment necessary to support the Security Camera System. See attached spec sheet for current hardware.
- B. Vendor shall be responsible for configuration of required networking equipment.

# PART 4. METHODOLOGY

## 1. VENDOR REQUIREMENTS

- A. The Contractor shall procure and maintain for the duration of the Contract, the following minimum insurance coverage: Worker's Compensation Insurance as prescribed by the laws of the State of Illinois Employer's Liability Insurance, with limits of not less than \$1,000,000 per occurrence Comprehensive General Liability Insurance and Comprehensive Automobile Liability Insurance, with limits of not less than \$1,000,000 combined single limit per occurrence, and \$2,000,000 aggregate. The Contractor shall include the Village, its officers, employees, and agents named as additionally insured on any of the foregoing policies. The Contractors shall also furnish to the Village a certificate of insurance attesting to the respective insurance coverage for the full term of the contract. The Village shall receive written notice of cancellation or reduction in coverage on any insurance policy within 45 days prior to the effective date of cancellation or reduction.
- B. Install all low voltage cabling required for Camera upgrades.
- C. Provide shop drawings as needed during implementation

- D. Provide as-built drawings showing logical system design and cable diagrams for future facility reference.
- E. Provide all hardware documentation, drawings, and diagrams in three ring binder
- F. All cabling shall be labeled with purpose and location on each end of the cable.
- G. Provide new and working equipment
- H. Provide all labor and parts needed to assemble the specified Camera System systems. (i.e. racks, cabling, mounting hardware, etc.)
- I. Provide implementation, configuration and training for all systems.
- J. Leave work site clean after each day of work.
- K. Complete all work in a timely manner and carried out with professional workmanship.
- L. Follow all local, regional, and national codes for installation of the Camera System.
- M. Provide a Project Manager who will act as a single point of contact for all activities regarding this project.

## 2. VILLAGE REQUIREMENTS

- A. Provide a project manager to act as a single point of contact for Vendor during the full implementation of the Camera System.
- B. Provide assistance with defining operational modes of the system and any information needed by Vendor for initial programming of the system.
- C. Provide timely return of information or sign-offs needed by Vendor during implementation.
- D. Perform necessary internal network configurations.
- E. Acquire all necessary building permits.

## PART 6 AUTHORIZATION

### 1. Signature of Authorized Company Representative:

Name (Printed) \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Employer Identification Number: \_\_\_\_\_

Company Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_



# PART 7 EQUIPMENT SPECIFICATIONS

## 1. Replacement Camera Specifications

Of the cameras listed below - 16, 17, 19, 20, 23, 24, 25, 27, 30, 32, & 34 have audio. Indicated by \*\* in new camera column.

Camera #	Current Camera	Location	New Avigilon Camera
1	Bosch NWC-0455/0495	Main Range	2.0C-H4SL-D1
2	Bosch NWC-0455/0495	Range Master	2.0C-H4SL-D1
3	Bosch NWC-0455/0495	Armorer Room	2.0C-H4SL-D1
4	Bosch NWC-0455/0495	Main Hall Range	2.0C-H4SL-D1
5	Bosch NWC-0455/0495	Bag & Tag Room	2.0C-H4SL-D1
6	Bosch NWC-0455/0495	Sally Port Inside Front	2.0C-H4SL-D1
7	Bosch Autodome	Sally Port Outside Back PTZ	9W-H3-3MH-DP1-B
8	Bosch NWC-0455/0495	Sally Port Inside Back Door	2.0C-H4SL-D1
9	Bosch Autodome	Sally Port Outside Front	9W-H3-3MH-DP1-B
10	Bosch NWC-0455/0495	Sally Port Search Area	2.0C-H4SL-D1
11	Bosch NWC-0455/0495	Bond Out lobby	2.0C-H4SL-D1
12	Bosch NWC-0455/0495	Detention Room 7	2.0C-H4SL-D1-IR
13	Bosch NWC-0455/0495	Detention Area West	REMOVE/ELIMINATE
14	Bosch NWC-0455/0495	Bond Out Trap	2.0C-H4SL-D1
15	Bosch Autodome	Bond Out Outside PTZ	2.0C-H4SL-D1-IR
16	Bosch NWC-0455/0495	Cell 1	2.0C-H4SL-D1-IR **
17	Bosch NWC-0455/0495	Cell 6	2.0C-H4SL-D1-IR **
18	Vix 4 (shared with 19)	Detention Interview #9 motion pinhole	2.0C-H4SL-D1-IR **
19		Detention Interview #9 Thermostat Pinhole	2.0C-H4SL-D1-IR
20	Bosch NWC-0455/0495	Cell 2	2.0C-H4SL-D1-IR **
21	Bosch NWC-0455/0495	Detention Hallway	2.0C-H4SL-D1
22	Bosch NWC-0455/0495	Detention Area Center	12.0-H4F-D01-IR
23	Bosch NWC-0455/0495	Cell 3	2.0C-H4SL-D1-IR **
24	Bosch NWC-0455/0495	Cell 4	2.0C-H4SL-D1-IR **
25	Bosch NWC-0455/0495	Cell 5	2.0C-H4SL-D1-IR **
26	Bosch NWC-0455/0495	Detention Area East	REMOVE/ELIMINATE
27	Bosch NWC-0455/0495	Cell 8	2.0C-H4SL-D1-IR **
28	Bosch Autodome	Employee Entrance Outside PTZ	2.0C-H4SL-D1-IR
29	Bosch Autodome	Front Door Parking PTZ	9W-H3-3MH-DP1-B
30	Vix 4 (shared with 26)	Soft Interview - Motion Pinhole	2.0C-H4SL-D1 **
31		Soft Interview- Thermostat	2.0C-H4SL-D1
32	Vix 4 (Shared with 29)	Report Taking 2 Motion Pinhole	2.0C-H4SL-D1 **
33		Report Taking 2 Thermostat Pinhole	2.0C-H4SL-D1
34	Vix 4 (Shared with 28)	Report Taking 1 Motion Pinhole	2.0C-H4SL-D1 **
35		Report Taking 1 Thermostat Pinhole	2.0C-H4SL-D1
36	Bosch Autodome	Back Parking Lot PTZ	3.0C-H4SL-B01-IR
37	Bosch NWC-0455/0495	Front Lobby Restroom Hall	2.0C-H4SL-D1
38	Bosch NWC-0455/0495	Front Lobby	9W-H3-3MH-DP1-B

39	Bosch NWC-0455/0495	Front Lobby Vestibule	2.0C-H4SL-D1
40	New Camera	Community Room	9W-H3-3MH-DP1-B

## 2. NVR

- a. Avigilon HD-NVR-PRM-48TB-NA
- b. All necessary rack mounting hardware including cable management

## 3. Current network hardware configuration

- a. Main Facility: Netgear ProSafe GS748TPS – 5 open ports
- b. Firing Range: Netgear ProSafe GS724TPS – 19 open ports
- c. Fiber optic cable between Main Facility and Firing Range

## 4. Viewing and Exporting Stations

- a. Viewing Station - Dell Precision T3500 (3)
- b. Exporting workstation – HP Pro 3000 and Dell OptiPlex 760 (2)

## 5. Audio

- a. Unknown Microphone or amplifier manufacturer. Interface from microphone to computer room is raw wire connected to audio control device (amplifier?) which connects to a Bosch VIP X1600B.