

CITY OF VINELAND
DEPARTMENTAL REQUEST FOR PUBLIC BIDDING

NATURE OF REQUEST: CCTV and ALPR Maintenance Contract

1. ENGINEER'S ESTIMATE: \$40,000.00
2. *(If Engineer's Estimate has been prepared by anyone other than the person signing this form, please attach a copy of said Engineer's Estimate.)*

3. AMOUNT BUDGETED FOR THIS REQUESTED ITEM: \$ 40,000.00

4. BUDGETED ITEM: YES X NO _____

(If no, is it an ordinance authorized material, service or supply?)

YES _____ NO _____ ORDINANCE NO.: _____

(B) Please identify the page number and line item appropriation sub-account:

Budget Page No. _____

Account No.: 30-17

Check here if: Federal Funds _____ State Funds _____

UEZ Funds _____ Davis Bacon Requirements _____

(If any of the above are checked, the project must be monitored by the

department for compliance with prevailing wage rate policy and procedures.)

5. Date to be Advertised: October 25, 2011
6. Date to be Received: November 22, 2011
7. Date to be Awarded: December 13, 2011

Special Conditions or Instructions: Site visit/walkthrough on November 4, 2011 at 9am

8. The following must be attached:

_____ Bidders Mailing List

_____ Plans (if applicable)

_____ Specifications

9. Specifications Prepared by: Sgt. Christopher Fulcher Ext. 4106
(NAME, TITLE AND EXTENSION NUMBER)

10. Approved by: _____
(DIRECTOR, DEPARTMENT HEAD, SUPERVISOR)

1. SYSTEM OVERVIEW

- a. The City of Vineland (COV) maintains and operates a Closed Circuit Television System (CCTV) and Automatic License Plate Reader (ALPR) System consisting primarily of Panasonic and Federal Signal equipment for head-end and subscriber units.
- b. The communication for both the CCTV and ALPR systems are provided by wireless mesh routers produced by Azalea (now Aruba).
- c. All infrastructure equipment is located at:

- 1. Police Headquarters- 111 N. 6th St Vineland, NJ

2. ROUTINE REPAIR SERVICE

- a. The contractor must interact exclusively with the Police Department (specifically the Communications Supervisor) as to the scheduling of all repairs to the CCTV and ALPR systems. The Police Department is the sole agency responsible for all repairs and modifications to these systems, including any new equipment purchased by the COV.
- b. The contractor is to have security agreements in place with all service technicians who may work on the COV System. All software is the exclusive property of the COV. This is to include all software in fixed equipment and no software is to be duplicated, copied, or stored in any manner.
- c. Routine repair service shall be furnished and shall pertain to all aspects of the CCTV and ALPR system including hardware and software.
- d. Requests for routine repair service shall be answered in a timely and prompt manner.
- e. The contractor is permitted seven business days to provide repairs, as necessary, to return equipment to full service and operation.
- f. The contractor must notify the Chief of Police, or his designee, whenever equipment repairs are expected to take longer than the time period allowed and, in addition, must provide a written explanation of the delay following the repair.
- g. The contractor must employ a two-radio system, paging system or cellular phone for the purpose of dispatching technicians on a twenty-four hour basis.
- h. The contractor shall make vehicles available for each of their service technicians to ensure prompt response.
- i. The contractor shall maintain proper equipment expressly designed for the preventive maintenance procedures. The bidder will also provide an annual inspection of all system levels and performance.
- j. The contractor must maintain an equipped electronics workshop with a sufficient inventory of spare replacement parts. An appropriate inventory is considered \$100,000.00. The shop must also be equipped with adequate test equipment for

the CCTV and ALPR systems. The equipment and part inventory must be available for periodic inspection by the COV Police Communications Section.

- k. The Contractor shall furnish labor, parts, test equipment, tools, materials, technician transportation and have sufficient qualified representatives available to perform the specified services. A minimum of three qualified service representatives will be considered acceptable.
- l. Favorable consideration will be given to bidders having in excess of the minimum requirements stated herein.
- m. To expedite service and to assure familiarity with existing equipment, bids will only be accepted from contractors who personally inspect the equipment prior to bid.
- n. The contractor shall supply on request, proof of continued training of their technical personnel at factory-operated schools, particularly in the area of video systems and ALPR. The successful bidder should also be qualified for work with Panasonic, Azalea (now Aruba), and Federal Signal (PIPS).
- o. In the event that a service request is determined to be an issue with an outside vendor, such as Verizon, Comcast, etc., the technician will immediately contact that vendor to report the issue. The technician will work in conjunction to resolve the problem/outage. There shall be no additional charges to the COV.
- p. Due to the secure nature of the CCTV and ALPR networks, and the sensitive networks they interface with, remote access to either the CCTV or ALPR system will not be permitted. All troubleshooting and repair services must be performed in-person and on-site. Access to these systems must be scheduled with the Communications Supervisor of the Police Department.

3. EQUIPMENT

- a. The contractor is required to have the necessary fixed-end portable equipment with the following software and interconnection cables and all labor associated with all software installation and updates on the system.
- b. It is anticipated during the life of the contract that additional new equipment could be added. The contractor will be required to train the technicians at the vendor's expense.

4. QUALIFICATIONS

- a. The contract shall encompass the maintenance and repair of the CCTV and ALPR systems of the COV. The quality of maintenance is the prime requisite and the City reserves the right not to accept, and/ or reject bids, by organizations or groups that do not meet basic requisites as specified herein. The repair and maintenance shall include, but not be limited to, PTZ cameras, ALPR cameras, routers, fiber modules, wireless antennas, servers, software, and all other

necessary equipment to assure a complete working system. The bid process submitted shall be on a unit per month basis, which shall include all maintenance, repair and software updates.

- b. The successful bidder shall meet the following specifications and shall certify to that affect, WITHOUT EXCEPTION. Any exception either stated or subsequently determined, shall immediately disqualify the bidder, and render null and void any agreement previously executed.
- c. Due to the increased complexity and sophistication of these systems, bids for maintenance of this system will only be entertained from authorized factory trained service technicians of the equipment being used by the COV.
- d. The bidder agrees that, if required, it shall supply complete details of its previous experience, financial ability and other information showing ability to comply with these requirements.
- e. The bidder will be required to show proof of having technicians factory trained on the following types of equipment:
 - i. **Panasonic PTZ cameras and NVR recorders**
 - ii. **Panasonic ASM100 Software**
 - iii. **Azalea (now Aruba) wireless mesh routers, terminal devices, and wireless antennas**
 - iv. **Fiber rack and transceiver cards**
 - v. **Federal Signal PIPS ALPR cameras**
 - vi. **Federal Signal BOSS software**
- f. Bidders are to specify in their bid the “Hourly Rate” charged for services not covered under the contract. Any proposed charges to the COV for work not covered must have prior approval.
- g. The bidder will supply a list of at least (3) major police departments that are presently being serviced by them, under contract.

5. **SPECIFICATIONS**

- a. The successful bidder shall be equipped thoroughly with the necessary tools and spare parts to perform a complete job.
- b. The bidder must comply with the Federal and State Labor Laws.
- c. The bidder must regularly employ qualified service technicians on a full time basis.

6. **CONTRACT PERIOD**

- a. Initial Contract Period. The contract shall be for a period of one year commencing January 1, 2012 and ending December 31, 2012.
- b. An option for a second year, from January 1, 2013 until December 31, 2013, should also be provided.

- c. Termination of Automatic Renewal. Either party shall have the right to terminate this contract on the Initial Contract Period PROVIDED such party so terminating the contract notifies the other party in writing by certified mail within ninety (90) days prior to the expiration of the Initial Contract Period. Should notice not be provided pursuant to this subsection, each party shall rely on the Automatic Renewal under the same terms conditions, pricing level, specifications, etc., of the Initial Contract Period, with a bond renewal for the additional year.

7. ITEMS NOT COVERED UNDER TERMS OF THE CONTRACT

- a. Damage resulting from the acts of God, physical or electronic misuse or abuse.

8. ITEMS COVERED UNDER THIS CONTRACT

- a. (23) Panasonic WV-NW964 PTZ cameras
- b. (1) Panasonic WJ-ND400 Video Network Disc Recorder
- c. (3) Panasonic WV-LS1900 video monitors
- d. (1) Panasonic WV-CU950 Video System Controller
- e. Panasonic WV-ASM100 Video System Management Software
- f. (1) American Fibertek MXRC-1 fiber rack and power supply
- g. (6) American Fibertek MXR4-100TX rack transceiver card 4 port SM
- h. (1) Dell video system viewing station PC
- i. (1) Azalea (now Aruba) NIMS1000 wireless network management system with 50 licenses
- j. (1) Cisco 24 port network switch
- k. (15) Azalea (now Aruba) MSR2000 multifunction wireless mesh routers
- l. (8) Azalea (now Aruba) MSR4000 multifunction wireless mesh routers
- m. Azalea (now Aruba) Networks MST200 multi-service terminal devices
- n. (23) Azalea (now Aruba) wireless mesh antennas
- o. (7) Federal Signal PIPS P372 ALPR cameras
- p. (1) Dell PowerEdge T410 (Windows Server 2008) ALPR Server
- q. Federal Signal PIPS Back Office Server System (BOSS) ALPR database/software