



City of Commerce

P.O. Box 348
27 Sycamore Street
Commerce, GA 30529
Phone: (706) 336-3297
Fax: (706) 336-3297
Email: tommyh@commercega.org

You are invited to submit a bid to the City of Commerce, Commerce Georgia for a In-Car Video System. Attached hereto are the general conditions, technical specifications, and submittal format.

The written requirements contained in this Invitation to Bid (RFB) shall not be changed or superseded except by written addendum from The City of Commerce Purchasing Department. Failure to comply with the written requirements for this (RFB) may result in disqualification of the submittal by The City of Commerce.

The City of Commerce reserves the right to reject any and all submittals, to waive any technicalities or irregularities and to award contracts based on the best interest of the city.

THE RESPONSIBILITY FOR SUBMITTING A RESPONSE TO THIS RFB ON OR BEFORE THE STATED DATE AND TIME WILL BE SOLELY AND STRICTLY THE RESPONSIBILITY OF THE OFFEROR.

RFB 17-005

**CITY OF COMMERCE, GEORGIA
REQUEST FOR PROPOSAL
FOR
In-Car Video System**

BID OVERVIEW

1 PURPOSE

The City of Commerce is to purchase a In-Car Video System

1.1 INFORMATION TO VENDORS

RFB TIMETABLE

The anticipated schedule for the RFB is as follows:

RFB Available	October 31, 2016
Deadline for questions (DUE)	November 16, 2016 @ 12pm (1 WEEK BEFORE DUE)
Submittal deadline	November 30, 2016 12:00pm, local time prevailing

1.2 RFB SUBMISSION

1.2.1.1 One (1) fully executable (signatures included) electronic copy of the response in PDF format.

1.2.1.2 One (1) original, two (2) copies of the complete submittal must be received by submittal deadline (see 1.1). Proposals must be submitted in a sealed envelope stating on the outside, the vendor's name, address, the RFB Number and title to:

City of Commerce
P.O. Box 348
27 Sycamore Street
Commerce, GA 30529
Attn: Purchasing Agent

Hand delivered copies may be delivered to the above address **ONLY** between the hours of 8:30 a.m. and 4:30 p.m. ET, Monday through Friday, excluding holidays observed by the City of Commerce.

Vendors are responsible for informing any commercial delivery service, if used, of all delivery requirements and for ensuring that the required address information appears on the outer wrapper or envelope used by such service.

1.3 ADDITIONAL INFORMATION/ADDENDA

RFB 17-005

The City of Commerce will issue responses to inquiries and any other corrections or amendments it deems necessary in written addenda issued prior to the due date. Vendors should not rely on any representations, statements or explanations other than those made in this RFB or in any addendum to this RFB. Where there appears to be a conflict between the RFB and any addenda issued, the last addendum issued will prevail.

Addenda will be published at www.commercega.org under the “Doing Business Here” tab. Vendors are encouraged to check this site regularly for immediate access to issued addenda. RFP & Bid Communications can also be requested as stated above (1.3).

Vendors must acknowledge any issued addenda by including the Addenda Acknowledgement Form with the submittal. Proposals which fail to acknowledge the vendor’s receipt of any addendum will result in the rejection of the offer if the addendum contains information which substantively changes the owner’s requirements

1.4 LATE SUBMITTAL, LATE MODIFICATIONS AND LATE WITHDRAWALS

Submittals received after the due date and time will not be considered. Modifications received after the due date will not be considered. The City of Commerce assumes no responsibility for the premature opening of a proposal not properly addressed and identified, and/or delivered to the proper designation.

1.5 REJECTION OF BID

The City of Commerce may reject any and all submittals and reserves the right to waive any irregularities or informalities in any submittal or in the submittal procedure. ***Submittals received after said time or at any place other than as stated in the notice will not be considered.***

1.6 MINIMUM RFB ACCEPTANCE PERIOD

Valid submittals shall not be withdrawn for a period of 30 days from the date specified for receipt of submittals.

1.7 NON-COLLUSION AFFIDAVIT

By submitting a response to this RFB, the vendor represents and warrants that such proposal is genuine and not a sham or collusive or made in the interest or in behalf of any person not therein named and that the vendor has not directly or indirectly induced or solicited any other vendor to put in a sham proposal, or any other person, firm or corporation to refrain from submitting and that the vendor has not in any manner sought by collusion to secure to that vendor any advantage over any other vendor. By submitting a proposal, the vendor represents and warrants that no official or employee of the City of Commerce has, in any manner, an interest, directly or indirectly in the proposal or in the contract which may be made under it, or in any expected profits to arise there from.

1.8 COST INCURRED BY VENDORS

All expenses involved with the preparation and submission of the RFB to the City of Commerce, or any work performed in connection therewith is the responsibility of the vendor(s).

1.9 RFB OPENING

Bids will be opened and reviewed by a city committee. Their recommendation will be given to City Council for awardment. A list of companies responding to the RFB may be obtained from the Purchasing Agent, shortly after the RFB due date and time stated herein.

1.10 TAXES. The selected vendor will be provided with the City of Commerce Sales and Use Tax Certificate of Exemption number upon request.

1.11 VENDOR INFORMATION

All submissions shall include a current W-9. Vendors whose place of business is other than the State of Georgia may be required to provide the Purchasing Agent with copies of that state's regulations and/or laws concerning the application of certain vendor preference requirements to vendors whose place of business is in the applicable state. Failure to provide this information will result in the disqualification of the vendor from submitting a proposal.

1.12 DELIVERY

1.12.1 Delivery of all materials must be FOB destination to the City of Commerce. Delivery shall be made within the vendor's quoted days after receipt of order. Any item(s) not delivered within the time limit may be cancelled by City at no expense to the same. No deliveries are accepted on Saturdays, Sundays or holidays. DELIVERY SHALL BE ACCOMPLISHED ON WEEKDAYS BETWEEN 8:30AM AND 3:30PM EASTERN TIME.

1.12.2 The bidder shall be responsible for the protection of the City of Commerce premises and property, and will be held liable for any damages caused by the bidder, bidder's employee(s) or bidder's agent(s) during the execution of this bid, resultant purchase orders or contracts.

1.13 TERMINATION

Federal, State, and other Local government agencies may terminate this Agreement in the event funds are not appropriated for it in future periods; provided, however, that funds are also not appropriated for equipment or services that replace those contracted for under this Agreement. Customer shall be obligated for any future annual period if Company is not notified in writing at least thirty (30) days prior to the beginning for the annual period for which non-appropriation is being claimed.

1.14 ANTI-DISCRIMINATION

By submitting a response to this RFP, all perspective contractors certify to The City of Commerce they will conform to the provisions of the Federal Civil Rights Act of 1964, as amended. In every contract of over \$10,000 the provisions in 1.15.1 and 1.15.2. apply:

1.15.1 During the performance of this contract, the contractor agrees as follows:

1.15.1.1 The contractor will not discriminate against any employee or applicant for employment because of race, religion, color, sex or national origin, except where religion, sex or national origin is a bona fide occupational qualification reasonably necessary to the normal operation of the contractor. The contractor agrees to post in conspicuous places, available to employees and applicants for

employment, notices setting forth the provisions of this nondiscrimination clause.

1.15.1.2 The contractor, in all solicitations or advertisements for employees placed by or on behalf of the contractor, will state that such contractor is an equal opportunity employer.

1.15.1.3 Notices, advertisements and solicitations placed in accordance with federal law, rule or regulation shall be deemed sufficient for the purpose of meeting the requirements of this section.

1.15.2 The contractor will include the provisions of 1. above in every subcontract or purchase order of over \$10,000 so that the provisions will be binding upon each subcontractor or vendor.

1.15 INSPECTION

All merchandise and services shall be subject to inspection after arrival at destination or completion of work. In case any items are found to be defective or otherwise not in conformity with specifications or statement of work, the City has the right to reject such items and/or services and return them at bidder's expense.

1.16 ACCEPTANCE

Submission of any proposal indicates acceptance of the conditions contained in the RFB unless clearly and specifically noted otherwise in the BID

1.18 PRICE

Prices quoted shall include all costs and charges to include, but not limited to purchasing, packing, transporting the equipment and/or services described herein. The City of Commerce is exempt from state sales tax. All fees shall be included in the bid price. Bidders must quote based on the bid unit listed.

1.19 SAMPLES

If samples are requested by the City of Commerce, they shall be at no charge to the City and will become property of the City, unless return is requested by the bidder in writing in their bid. Return of samples will be at bidder's expense.

1.20 TRADE NAME

Bidders are required to indicate the brands and models of merchandise and/or services quoted. Unless listed as "brand/model only", brand names and models listed in specifications are used as a standard of quality and/or clarification of desired product.

1.21 MARKING

Merchandise in full cases shall have an identification marking on the outside of the case. Each case, shipping container, etc. shall be marked with the Purchase Order Number supplied by the City.

1.22 SAFETY

Material Safety Data Sheets shall be provided for all applicable items.

ITEM SPECIFICATIONS

- 2.1 **Intent of Specifications** -It is the intent and purpose of these specifications to secure for the City of Commerce the necessary equipment and accessories, which will comprise a In-Car video system. A detailed list of components required is included and is the basis on which the Contractors proposal is made. The following specification is based the Watchguard System. The **City of Commerce** has evaluated different types of systems and has determined that this product is best suited for the **Commerce's** needs in quality and performance. This specification is not to be interpreted as restrictive, but rather as a measure of the quality and performance against which all systems bid will be compared. Please review and complete the attached check list and detail deviations and exceptions accordingly.
- 2.2 **Materials and Workmanship** - All equipment, materials, parts, and workmanship are required to be furnished, will be of the highest grade in accordance with modern practice. The equipment supplied will be new and unused, except for necessary testing, calibration, and transportation.
- 2.3 **Warranty** - The manufacturers standard warranty or guarantee on new equipment will cover all items furnished in accordance with these specifications. The minimum warranty period on new equipment will be one (1) year from the date of delivery.
- 2.4 **Parts and Service.** - To best serve the requirements of the Owner, it is the intent of these specifications to secure equipment, which can be properly maintained and serviced without the necessity of stocking an expensive parts inventory or being subjected to long periods of interrupted service due to lack of spare parts. All Bidders submitting proposals must have available at least one (1)-factory parts and service center within the United States. These centers will be staffed with full-time technical, as well as order and shipping personnel, during regular business hours and days. These factory centers must have toll-free telephone service and be convenient to airfreight or overnight parcel service. The Bidder will list the nearest factory part and service location, plus any other pertinent information requested.
- 2.5 **Exceptions and Alternate Bids** - Major exceptions to the component list and specification requirements, or failure to submit requested information will be considered sufficient cause for rejection of a proposal. The specifications describe the components and/or system that are necessary to meet the performance requirements of the City. Alternate Bids must meet the intent of the specifications, and any deviations to the specifications will be clearly delineated on the Contractor Information Sheet.

2.6 Pre-Contract Demonstration of the Equipment - The Owner will have the right to have each Bidder (Contractor), demonstrate the exact equipment that will be supplied within two (2) weeks after notification following the opening of Bids.

2.7 Training - The Contractor will fully instruct the Owners personnel in the operation of the equipment furnished, after delivery, at no additional cost to the Owner. The instruction period will be of sufficient duration (minimum one day) to fully familiarize the Owners operating personnel with all elements of the equipment, and the appropriate maintenance of the equipment and related parts. This instruction and testing will be conducted by trained personnel of the Contractor and will include full instruction in equipment operation, field procedures, techniques of use, maintenance, troubleshooting, and recording and logging of field information.

2.8 Service Manuals - The Contractor will furnish at least two (2) copies of suitable service manuals that describe in detail the proper operation and maintenance of the equipment furnished under the contract. The manuals will contain a current and complete parts for re-ordering, and the equipment actually furnished under this contract will be highlighted to identify exact part and model numbers for each component.

2.9 Time of Contract Completion - The Contractor will furnish, install, deliver, and successfully demonstrate all equipment as specified herein; provide the required training; and provide the required service manuals within ninety (90) calendar days after issuance of a Purchase Order.

3.0 PROCEDURES & MISC. ITEMS

The project will be administered by the City of Commerce through the Purchasing Agent being the main point of contact for all questions during the preliminary procedures. After a contract or bid is awarded a project manager will be designated.

- 3.1 All questions shall be submitted in writing (e-mail is preferred) and relevant questions shall be posted on our website (see 1.4)
- 3.2 All materials submitted in connection with this RFB will be public documents and subject to the Open Records Act and all other laws of the State of Georgia, the United States of America and the open records policies of the City of Commerce. All such materials shall remain the property of the City of Commerce and will not be returned to the respondent.
- 3.3 All respondents to this RFB shall hold harmless the City of Commerce, and any of their officers and employees from all suits and claims alleged to be a result of this RFB. The issuance of this RFB constitutes only an invitation to present a bid. The City of Commerce reserves the right to determine, at its sole discretion, whether any aspect of a respondent's submittal meets the criteria in this RFB. The City of Commerce also reserves the right to seek clarifications, to negotiate

with any vendor submitting a response, to reject any or all responses with or without cause, and to modify the procurement process and schedule. In the event that this RFB is withdrawn or the project canceled for any reason, the City of Commerce shall have no liability to any respondent for any costs or expenses incurred in connection with this RFB or otherwise.

- 3.4 Failure to submit all the mandatory forms from this RFB package shall be just cause for the rejection of the qualification package. However, the City of Commerce reserves the right to decide, on a case by case basis, in its sole discretion, whether or not to reject such a bid as non-responsive.
- 3.5 Any payment terms requiring payment in less than 30 days will be regarded as requiring payment 30 days after invoice or delivery, whichever occurs last. This shall not affect offers of discounts for payment less than 30 days, however. The City of Commerce reserves the right to withhold fifteen percent (15%) of the total cost until the City's Project Manager certifies the project as satisfactory and complete.
- 3.6 In case of failure to deliver goods in accordance with the contract terms and conditions, The City of Commerce, after due oral or written notice, may procure substitute goods or services from other sources and hold the contractor responsible for any resulting additional purchasing and administrative costs. This remedy shall be in addition to any other remedies which the City of Commerce may have.
- 3.7 By submitting a qualification package, the vendor is certifying that they are not currently debarred from bidding on contracts by any agency of the State of Georgia, nor are they an agent of any person or entity that is currently debarred from submitting bids on contracts by any agency of the State of Georgia.
- 3.8 Any contract resulting from this RFB shall be governed in all respects by the laws of the State of Georgia and any litigation with respect thereto shall be brought in the courts of the State of Georgia. Then contractor shall comply with applicable federal, state, and local laws and regulations.
- 3.9 It is understood and agreed between the parties herein that the City of Commerce shall be bound hereunder only to the extent of the funds available or which may hereafter become available for the purpose of this agreement.

4.0 FINAL SELECTION

Following review of all qualified proposals, selection of a suitable vendor, and preliminary contract negotiations, a recommendation will be made to the City of Commerce by the project representative. Following approval, the City will complete contract negotiations.

The City of Commerce reserves the right to accept the response that is determined to be in the best interest of the City. The City reserves the right to reject any and or all proposals.

Every vendor submitting a proposal must complete the form showing compliance with the **Illegal Immigration Reform and Enforcement Act of 2011, OCGA §13-10-90(b)(1)**. The form is provided with this RFB package.

4.1 Evaluation Method

The City will evaluate all bids deemed responsive to this invitation by a committee selected by the City of Commerce. Discussions may take place with the short-list vendors to ensure clarification. The award will be based upon the proposal that is determined to be the most advantageous to the City.

Attachments

Please Complete & Return with Submittal

IN-CAR VIDEO SYSTEMS

Specification Sheet

The purpose of these specifications is to provide this governmental agency with In-Car cameras for law enforcement and emergency vehicle use at the lowest possible price with respect to officer use, quality, upgradeability, and other considerations. These specifications are to include mounting hardware and all necessary equipment for a complete working system. In consideration of the specifications, this agency has taken into account court acceptance, staff involvement, storage, and hidden cost or lack thereof in setting the minimum standards.

All bidding, contract, and other related laws are incorporated by silent reference whether or not they are specifically stated in this document. It is the sole responsibility of any bidder to know and comply with any and all related laws. Any clarifications or questions regarding this bid must be submitted in writing no later than five (5) working days in advance of the opening date. All references to quantities are estimated, and are not binding or absolute. Final decision regarding the purchase, if any, will be made after the bid opening, appropriate funding verification, and required approvals are received. Upon announcement of this bid no contact is to be made regarding this bid or its specifications to any person other than the contact person listed above. Violation shall immediately disqualify any prospective bidder. All agency personnel are required to report any such contact.

All bidders must comply with the format of this bid and all pages returned with the submission. Product literature and any supportive information should be submitted with the bid. Failure to indicate "Comply" or "Non Comply", or leaving other lines blank may be considered "non responsive" regardless of price. Unsigned bids will automatically be rejected. All bids must guarantee prices for a period of at least ninety (90) days from the opening date. Bidder shall initial or sign each page of the bid acknowledging both receipt and acceptance of the terms, conditions, and/or specifications. Upon mutual agreement between Commerce and the bidder, the bid prices may be extended for a period of up to one (1) year past the price guarantee for additional purchases without the requirement of a new bid. All bids are FOB to the City specified location, with prepaid and shipping charges included in price. Regarding any discrepancy between the unit and extended price, the each unit price shall prevail. Any mechanical, manual, and or typing correction must be initialed by bidder at each correction.

All bids must be sealed and received prior to the specified opening date and time. All bids shall indicate in the lower left corner of the sealed container the bid number (if applicable), title of bid, and date and time of opening. Bids not properly labeled and/or opened in error will be disqualified. Late bids will be rejected unless they are received by the agency prior to the opening time and date, labeled properly, and the bidder is able to provide verifiable proof of delivery.

Item #	Specification	Meets Specification?	
		Yes	No
1	High Definition Video Recording - System must record video at 1280x720 resolution (720P) with a 16:9 wide screen aspect ratio.		
2	DVR Mounting - The DVR must be able to be mounted in a center console with a 2" faceplate adapter. System must also offer a universal bracket for mounting anywhere in the vehicle, including the trunk if space demands.		
3	Dual Drive Architecture - System must deploy a dual-drive architecture consisting of a removable solid state USB Flash Drive no smaller than 16GB in size and the choice of an integrated 64GB solid state drive or automotive grade hard drive at least 200GB in size. System must support larger USB Flash Drives as well.		
4	Multiple Video Transfer Mechanisms - System must support video transfer via 802.11n wireless, wired Ethernet, or USB Flash Drive (manual transfer).		
5	Automatic Transfer - System must automatically transfer video the moment the vehicle is in range of the wireless network or connected to the wired network. The user must not be required to initiate the transfer in any way.		
6	Partial Transfers - System must support a vehicle driving off or losing its network connection during video transfer without losing any video. The user must not be required to interface or initiate this in any way. When the system reestablishes a network connection, the upload must resume where it left off.		
7	Protected Events - The DVR must protect the buffered version of the event until the server confirms receipt of the entire record event, regardless of the transfer mechanism.		
8	Integrated Automotive Grade Hard Drive - To ensure recording under all conditions, the system shall have an integrated automotive grade rotating hard drive at least 200 gigabytes in size. The hard drive shall have a shock tolerance of at least 200Gs and an operational temperature range of -40F to +185F degrees.		
9	Optional Integrated Solid State Drive – The system must also support an integrated solid state drive at least 64 gigabytes in size. This drive shall have a shock tolerance of at least 200Gs and an operational temperature range of -40F to +185F degrees.		

Item #	Specification	Meets Specification?	
		Yes	No
10	Graphical User Interface - For ease of operation, the system settings, hard drive playback, and supervisor controls are to be accessed through a graphical user interface. No text based user interfaces shall be acceptable. System keys and buttons shall provide a tactile feedback and an audio feedback on key presses.		
11	Selectable Officer Names - The system shall include a simple method for selecting a programmed officer name from a list for rapid login at shift changes. System shall be fully functional if the Officer fails to login.		
12	Saved Officer Setting - The system shall have user preference settings that include: LCD Screen Brightness, LED Indicator Brightness, Volume, and Front Camera Auto-Zoom. These setting shall be saved so that when the user logs back in, their settings are restored.		
13	LED, Touch Screen Display - The system shall have an LED backlit, touch screen liquid crystal display (LCD) that is no less than 4.3 inches (measured diagonally). The display shall have a resolution of at least 480x272, a typical brightness rating of at least 500 nits, a typical contrast ratio of at least 300:1, and a minimum viewing angle of 60 degrees left and right of center for a total of 120 degrees horizontally.		
14	High Quality Audio Subsystem - The system must have speakers built into the remote display control panel for in-car video playback.		
15	Optional Mobile Data Computer Interface – The system shall have the ability to interface with the vehicle's mobile data computer (MDC) with optional software provided by the vendor that allows the user to perform at least the following functions; login and logout, camera and microphone activation, record and stop, record event categorization and record event playback. Software shall support Windows XP SP3 and Windows 7 (32 and 64 bit). Connection between the DVR and MDC shall be Ethernet. Application must support touch screen interface. Application shall not leverage the MDC for any processor intensive DVR tasks including, but not limited to video encoding and/or video conversion.		
16	Optional Live Video Streaming – System must be able to output one or two video streams optimized for LVS applications without requiring additional hardware and without sacrificing the system's ability to record 4 high resolution video streams.		

Item #	Specification	Meets Specification?	
		Yes	No
17	LED Indicators for Audio, Video and Record - To ensure Officer awareness, the system must have LED indicators showing record, microphone, and camera activity.		
18	System Power-Up Behavior Control - The system power behavior must be configurable to allow a supervisor to independently set the system to manually or automatically turn on or off with the vehicle.		
19	System Shut Down Timers - The system must have two independently configurable shutdown timers, selectable from 0 to 60 minutes each that begin after the ignition is turned off. Timer 1 shall simply delay the system's recognition that the ignition has been turned off. Timer 2 must be a low power state timer that allows video to transfer wirelessly and firmware upgrades to continue. If there is no video to transfer or firmware upgrades to perform, Timer 2 must expire and shutdown the system immediately.		
20	Screensaver - For the comfort and convenience of the users, especially nighttime users, the system must have a screensaver setting that automatically turns off the LCD monitor after a pre-set amount of time. Another setting shall determine if a recording automatically disables Screensaver. Regardless, any button push or touch screen press shall exit screensaver. Screensaver must also be able to be active only when the camera is configured for Night View. The settings shall be saved independently for each user and be remembered when the user logs in.		
21	Multiple Resolution Encoding - The system must record the front camera in two resolutions at all times. One resolution must be 1280x720 (720P) and the other resolution must be a minimum of 864x480 (480P).		
22	Critical Event Rules - In order to maintain an average file size of approximately 1 gigabyte per hour, the system must be configurable to allow each Event Category to be saved in either the maximum or standard resolution. On average, approximately 10% of our agency's recordings will be kept in maximum resolution.		

Item #	Specification	Meets Specification?	
		Yes	No
23	DVR-Side Event Rules - The record event must be complied with either the standard or maximum resolution (based on the Event Category Rule) in the DVR so that the un-needed version is not transferred to the server. This will optimize both video storage on the server and video transfer speeds. Any system that uploads 100% of video in High Definition will not be considered.		
24	H.264 Compression - The system must compress all video with H.264 High Profile (not Baseline or Main).		
25	Adjustable Pre and Post Event Recording - The system must be capable of automatically capturing and appending both pre-event and post-event video for as little as 15 seconds and up to 10 minutes per event. These settings are to be independently adjustable and restricted by a supervisor. Pre- and post-event times must be continuous with the record event. Systems that record pre- and post-event times onto separate video events will not be acceptable.		
26	Simultaneous Record and Playback - System shall be able to playback previously recorded video while simultaneously recording new video on two cameras and two microphones simultaneously.		
27	Disc Usage Meter and Low Disc Warnings - The system shall have 2 on-screen Disc Usage Meters that graphically show the user how much video is on the current USB Flash Drive and the internal Hard Drive along with how much space remains. Additionally, the system shall have audible and visual warnings when the drive is nearing its capacity.		
28	Automatic Video Overflow Handling - When a USB Drive fills to video capacity during a recording, the system will automatically store overflow video on the integrated hard drive until a new USB Drive is inserted. The system shall be capable of “overflowing” at least 5 USB Drives worth of Video.		
29	Covert Recording - To allow the user to covertly record, the system shall have the ability for the user to quickly disable the system’s screen and LED indicators while automatically activating all audio and video recording.		

Item #	Specification	Meets Specification?	
		Yes	No
30	Crash Detection - The system must include a 3-axis, solid-state crash detection sensor that is adjustable to different G Force impact levels. In order to prevent improper installation, the sensor must be factory integrated into the DVR enclosure. Settings must be provided through the system's graphical menu to allow the agency to choose an appropriate crash sensor sensitivity level in order to minimize false crash detections.		
31	Record Triggers - The emergency lights, siren, auxiliary input, wireless microphone, vehicle speed, and crash detection sensor may all be programmed to automatically activate a new record event.		
32	Event Categorization - System must allow record events to be categorized via the on screen menu. Categorization selections must be administratively configurable and allow selection via a pre-defined list, numeric text, or alphanumeric text input.		
33	Programmable Event Categories - System must allow the agency to program up to six different event category prompts in order to collect data deemed relevant regarding each record event. Event prompts must display automatically after each event recording has been stopped by the Officer. Prompts must not preclude the system from continuing to record video to its buffer.		
34	Recorded Metadata - System must record event metadata including but not limited to event category, date, time, officer name, record status, microphone status, emergency lighting status, brake status, GPS coordinates, etc. for fast searching and video navigation.		
35	Auto Stop - The system must have a means of detecting when the system is inadvertently left in record mode. The system must allow an option to prompt the user or automatically stop the record event.		
36	Record-After-the-Fact - System must have a graphical user interface for recording any portion of the hard drive buffer (events and non-events) as a new recording. This feature must allow the agency to go back at least 45 hours to capture video not previously recorded.		

Item #	Specification	Meets Specification?	
		Yes	No
37	Multiple Camera Support - The system must support a minimum of two (2) cameras with the ability of supporting up to six (6) cameras. Users must be able to activate up to all six (6) of the cameras to record simultaneously through the system's graphical menu. All cameras selected must have the ability of being displayed on the systems display simultaneously while also providing the user with the ability to isolate anyone of the camera images without disrupting the recording of the other cameras. LED indicators for each camera/video stream shall be present and illuminate when its corresponding camera/video stream is active.		
38	Multiple Video Stream Support – System must be capable of creating six (6) separate video streams simultaneously, including: one 720p H.264 HP stream, one 480p H.264 HP stream, two D1 H.264 HP streams, and two output streams optimized for low bandwidth LVS applications.		
39	High Definition Front Camera – The front camera shall be capable of recording video in multiple resolutions, including 1280x720 (720P) High Definition.		
40	Ultra-Wide Dynamic Range Camera – The front cameras that utilize dual exposure technology to create an optimally exposed image under all lighting conditions and eliminate any need for a manual backlight compensation mode to compensate for backlit conditions (i.e. dusk or dawn).		
41	Camera LUX Rating - Cameras must be 0.85 LUX or better when operating with normal video settings (measured in full color mode, 30 frames per second, and a shutter speed of 1/60th of a second). LUX ratings that claim 0.85 LUX or better only when operating with non-standard camera settings (like IR modes, slow shutter modes, or reduced frame rates) will not be considered.		
42	Panoramic Camera – The system shall include a compact camera that has two high definition cameras built into one housing: a 138° Panoramic Camera and a 68° main forward facing camera. The camera housing must mount behind the rearview mirror to provide minimal interference with a user's line of sight while driving.		

Item #	Specification	Meets Specification?	
		Yes	No
43	Optional Zero Sightline Camera – The system shall include a compact camera that has no interference with a user’s line of sight while driving. It must be able to be neatly installed behind the rearview mirror. This camera must have the capability of recording high definition video with a 16:9 aspect ratio and 68 degree field of view.		
44	Optional Zoom Camera – The system shall have the option to upgrade to a zoom camera capable of a total zoom of at least 12x optical zoom. It shall be capable of recording high definition video with a 16:9 aspect ratio and 57 degree field of view.		
45	Camera Controls - The front zoom camera must have backlit controls on the camera back for auto-zoom, zoom in, zoom out, auto-focus, focus far and focus near. All camera controls must also be accessible using the system's touch screen control panel with the addition of the following controls: backlight compensation and night view mode.		
46	Backseat Camera - The back seat camera must be a high resolution color camera with at least 420 TV lines of resolution and provide at least 1 LUX sensitivity without the aid of IR lights and the ability to record in total darkness with the aid of IR lights. Black & White cameras shall not be acceptable. Bid price must include a color backseat camera.		
47	Nighttime Optimization - The camera's nighttime optimization setting (Night Mode) must engage and disengage automatically by the DVR without any user intervention in order to eliminate the possibility of the user forgetting to enable Night Mode.		
48	Separate Audio Channels - In order to isolate the audio during playback between the wireless microphone(s) and the cabin microphone using a standard left/right stereo fader control, the system shall record the audio tracks separately onto the left or right channel. One wireless microphone and one cabin microphone must be standard with the option to upgrade to a second wireless microphone. All microphones must be recorded on separate channels.		

Item #	Specification	Meets Specification?	
		Yes	No
49	Simultaneous Audio Recording – Both the main wireless microphone and cabin microphone audio recording sources must be able to record regardless of what cameras are being recorded. If a second wireless microphone is added to the system, there must be independent control of each microphone through the different video streams.		
50	High Fidelity Wireless System – They system must include a High Fidelity 900MHz wireless microphone system consisting of a belt pack transceiver and a single charging / synchronization base mounted in the vehicle with the option of adding a second High Fidelity 900 MHz wireless microphone system. The wireless microphone(s) must have near CD audio quality, a 1 to 2 mile line of sight range, and building penetration capabilities.		
51	High Fidelity Wireless Transceiver – The belt pack transceiver must have a lithium polymer rechargeable battery. The transceiver must have its primary audio pick up and antenna built into the transmitter so full operation is possible without a wired lapel microphone or external antenna. Systems with external antennas will not be acceptable as to the risk of restricting officer movement or causing damage to the antenna due to officer activity.		
52	Multi-Mode Transceiver Alerts - Transceiver shall allow the user to set the transceiver’s alert mode to accommodate all tactical environments. Alert modes shall include: Beep Only, Beep and Vibrate, Vibrate Only, and Silent.		
53	Variable Transmit Power - In order to produce the longest battery life, the transceiver shall utilize automatic Variable Transmit Power so only necessary transmitting power is used. When needed however, the Transceiver shall automatically transmit at the FCC’s maximum allowable power of 50 milliwatts.		
54	Automatic Microphone Activation - The wireless microphone(s) must have the ability to trigger the camera to record, and the camera system must be able to automatically turn on the wireless microphone(s) when the recorder is activated.		

Item #	Specification	Meets Specification?	
		Yes	No
55	Charging / Synchronization Base - Each wireless microphone shall include a single in-car charging / docking base that automatically synchronizes the communication link when the belt pack transmitter is docked into the base. The Base must also have LED indicators for "charging" state an "in-use" state. Systems with separate charging and synchronizing bases will not be acceptable as this will increase the amount of equipment that needs to be installed in the vehicles.		
56	Microphone Power Management - To simplify installation, the charging/docking station must draw power from the video system, and does not require running additional power cables from the vehicle's electrical system. In addition, when the system is turned off, it must automatically cut power to the Charging Base after allowing the wireless transceiver to fully charge in order to minimize power drain on the vehicle's battery.		
57	Unique Synchronization - Any wireless transmitter(s) shall be capable of synchronizing to any base via the docking cradle which will disable any previously docked transmitter.		
58	40 Digital Channels - The wireless recording system shall consist of 40 individual channels to avoid multiple systems at the same incident recording on another system.		
59	Cabin Microphone - Each system must include an internal cabin microphone that will record on a separate sound audio channel from the wireless microphone system when activated. This microphone must be amplified in order to clearly pick-up even the faintest of conversations. Additionally, this microphone must be wired and extendable so that it may be installed in an optimal location for any type of vehicle.		
60	Charging and Talk Time - The wireless microphone transceiver with low battery shall become fully charged within 2.5 hours of being placed in the charging station and provide a quick charge feature, which after ten (10) minutes of charging provides 50% battery life. When in-use, the wireless transceiver shall allow for up to 30 hours of continuous talk time and up to 25 days of standby time.		

Item #	Specification	Meets Specification?	
		Yes	No
61	No Deleting or Overwriting Video Shall be Possible - To guarantee data security and integrity, the system shall be able to ensure that the user cannot delete, edit, or erase video data from either the hard drive buffer or the USB Flash Drive.		
62	Supervisor Controls - The system must provide the ability to restrict access to any and all settings by way of supervisor passwords. Multiple supervisors and supervisor passwords must be supported.		
63	Media Security - Access to the USB Flash drive must be secured by a lock to protect from unauthorized access.		
64	Video Authentication - Video must be subjected to a 128-bit MD5 hash prior to being transferred from the DVR to the Server. Every file transfer from then on must include another hash of the file so that the results can be compared and logged each time the file is moved. The results of every hash must be logged and accessible and exported with each record event.		
65	Video Review Access Permissions - The system must allow the agency to restrict video review access in the car. This must not be a single setting that locks out video review altogether. Officers must be able to review their own video. However, with Supervisor or Administrator privileges (configurable) the agency shall be able to review all video buffered on the hard drive.		
66	Cables - The system will include cables necessary for a complete vehicle installation including all power cables, all vehicle system input cables, etc.		
67	Optional GPS - The system must offer the capability of maintaining the location of the patrol vehicle by Global Positioning System (GPS). When installed, the system shall be able to show vehicle coordinates and speed in the on screen text and recorded meta data. Additionally, GPS shall allow the system to automatically and continually update its date and time to ensure accuracy across the fleet.		
68	One Year Warranty - Warranty shall be a minimum of one (1) year from the date of shipment.		

Item #	Specification	Meets Specification?	
		Yes	No
69	Back Office Server Software - System must show pricing for the back-office server software. Server software must be Windows Server 2008 R2 64-bit / Windows Server 2012 / 2012 R2 compatible and utilize Microsoft SQL Server 2008 R2 Standard / Microsoft SQL Server 2012 for its database backend.		
70	Universal Client Application - System must show pricing for a universal client application. Client software must be compatible with Windows XP Professional, Windows 7 and Windows 8 and 8.1 operating systems.		
71	Fleet Management - System must push configurations and firmware upgrades wirelessly and without any user intervention in the car. Settings must be group based to allow a single setting change to affect a large number of cars instantly.		
72	Firmware Upgrades - Once pushed to the in-car DVR wirelessly, DVR firmware upgrades must occur without any user intervention in the car.		
73	Security Management - System must have fully customizable user and group based permission that allow administrators to tailor each user's ability to use the system. Specific permissions must be able to allow access to; login and view one's video, other's video, restricted video, export video, evidence management, security management, fleet management, edit event data.		
74	Evidence Management - System must allow evidence to be deleted or archived automatically on a schedule or manually according to customizable retention period.		
75	Metadata Playback Graph - System must allow a full time lined metadata playback graph that graphically shows the status of all vehicle inputs, including speed, radar and braking information so that crucial times of the event may be easily identified during playback.		
76	Export Playback - When exporting video, the system must automatically include a standalone playback application to be included with the exported video. When used on another computer, the playback application must run solely from the export media (DVD, USB, etc.) and not require any software installation on the local playback computer. Video must also be accompanied by a full audit log showing every time the event was moved, reviewed, or exported with full MD5 hash verification data.		

Item #	Specification	Meets Specification?	
		Yes	No
77	Client Playback Buffering - System must have a built in buffering scheme so that playback from a client begins as soon as the event has downloaded enough of a buffer to begin playback. Systems that require the full event be cached locally before playback initiates will not be considered.		
78	Export Video Anywhere with Permission - System must allow the video to be exported by a user with the appropriate permission from any client computer. Systems that allow exporting video from only a single workstation will not be considered.		
79	Integrated Case Management – Software must have Case Management functionality for the purpose of managing other types of digital media/evidence. Cases must be able to be created as part of a record event from the in-car video system or completely independent of a record event.		
80	Record Event Trimming Feature – Software must support the ability to trim video for the purpose of removing part of the video file by trimming the beginning and/or end portions of the event. The trimmed file must be saved as a new file in order to preserve the original file.		
81	File Conversion Options – Software must support the ability to convert the in-car video native files into the following formats: MP4, MP2, AVI and WMV.		
82	DVD Robot Support – Software must natively support the ability to interface with both a standard DVD Robot and Blu-Ray DVD Robot without the need for additional modules or software.		
83	Built-in Support for Live Video Streaming – The DVR must have built in support for Live Video Streaming without requiring additional or different hardware from the manufacturer.		

Upon request of the agency, a working demonstration shall be provided by a representative of the bidder or by delivery of a sample unit to the agency within 15 working days of the written request. Any and all cost related to this demonstration shall be incurred by the bidder.

Final determination of any purchase will not be exclusively on price. Factors that may be considered are price, ease of installation, interface options, service, warranty, ease of programming, ease of use for the RFB 17-005

Mark here if any additional pages of exceptions are to be attached as part of this bid



NON-COLLUSION AFFIDAVIT

The following affidavit is to accompany the bid:

STATE OF _____

COUNTY OF _____

Owner, Partner or Officer of Firm

Company Name, Address, City and State

being of lawful age, being first duly sworn, on oath says that he/she is the agent authorized by the bidder to submit the attached bid. Affiant further states as bidder, that they have not been a party to any collusion among bidders in restraint of competition by agreement to bid at a fixed price or to refrain from bidding. Affiant also states as bidder, that they have not been a party to any collusion with any officer of the City of Commerce or any of their employees as to quantity, quality or price in the prospective contract; and that discussions have not taken place between bidders and any office of the City of Commerce or any of their employees concerning exchange of money or other things of value for special consideration in submitting a sealed bid for:

Firm Name _____

Signature

Title

Subscribed and sworn to before me this _____ day of _____, 20____.

Notary Public



ADDENDA ACKNOWLEDGEMENT

The vendor has examined and carefully studied the Request for Proposals and the following Addenda, receipt of all of which is hereby acknowledged:

Addendum No. _____
Addendum No _____
Addendum No. _____
Addendum No. _____

Authorized Representative/Title (Print or Type) Authorized Representative (Signature) (Date)

Vendors must acknowledge any issued addenda. Submittals which fail to acknowledge the vendor's receipt of any addendum will result in the rejection of the offer if the addendum contained information which substantively changes the owner's requirements.