



Request for Proposals

Video Camera System

June 1, 2022

City of Platteville
75 N. Bonson St.
Platteville, WI 53818

INTRODUCTION

The City of Platteville is in the southeast portion of Grant County amongst the rolling hills of southwestern Wisconsin. The current population of Platteville is 12,569. Platteville is home to 14 parks, the Mining and Rollo Jamison Museums, the Stone Cottage, the University of Wisconsin-Platteville campus, the Big M, and the historic downtown Main Street area. The city is serviced by WI State Highways 80 and 81 and US Highway 151, as well as the Platteville Municipal Airport. The City of Platteville has 80+ permanent employees supplemented by seasonal and intern employees. The City's primary departments include administration, community development, fire, library, museum, parks and recreation, police, and public works. The 2021-2023 Strategic Plan, 2022 City Budget, and 2020 Financial Statements and Audit Reports are available online at: <http://www.platteville.org>

The City of Platteville is requesting proposals from qualified solution providers to provide video camera solutions to replace our existing video camera systems with a consistent, unified, and expandable system.

PROJECT SUMMARY

The City of Platteville currently utilizes numerous disjointed systems to monitor and record video camera images/footage in various areas throughout the city. These systems vary in brand, technology, age, capacity, and capability. The City wishes to replace all these systems with a unified and centralized system that is capable of expansion as the city grows. The solution must be able to change building infrastructure in response to changes that occur in office/facility layout over time.

PROJECT COMMUNICATION

This project will require an approach that supports a philosophy of shared information, openness, and collaboration between many different interests. The proposal should describe specifically how your team will support and sustain a high level of communication and collaboration. Further, it should demonstrate your ability to communicate the video camera system terminology clearly and concisely in easy-to-understand public communications.

The main point of contact for this RFP shall be Adam Ruechel, City Manager, in association with Doug McKinley, Police Chief. They can be reached as follows:

Adam Ruechel, City Manager – citymanager@platteville.org, Phone – (608)-348-1821

Doug McKinley, Police Chief – mckinleyd@platteville.org, Phone – (608)-348-2309

SCOPE OF SERVICES

The Scope of Services is based on achieving the following goals for the City of Platteville:

- Allow for seamless and easy integration into the City's growing virtual infrastructure.
- Optimize the video retention in terms of time, space, and centralization of City activities.
- Provide reliability, flexibility, expandability, and usability to last for several years without "fork-lift" replacement of the system.
- Accommodate archiving or vaulting of specific video recordings based on legal or statutory requirements.

A Phased Approach to the implementation of a solution is anticipated. The Police Department has immediate requirements to address with this RFP by the end of the 4th quarter 2023.

A. Phase 1 –Initial Camera Rollout

The City of Platteville seeks an enhanced public safety camera system for the following city campuses: City Hall, Police Department, Downtown Main Street, Broske Event Center, and Legion Park, and the City Dump Site. General goals and objectives expected to result from the new system include:

- Modernization of existing camera system at the Police Department to address security concerns and protect staff against potential threats.
- Modernization of existing camera system within Downtown Mainstreet to address security concerns and protect staff against potential threats.
- Installation of camera system at City Hall to address security concerns and protect staff against potential threats.
- Installation of camera system at Broske Event Center and Legion Park to address security concerns and protect facilities from after-hours threats.
- Ability for camera system at each of the facilities to function via power over Ethernet or via Wi-Fi or a combination of both.
- Ability for cameras at each of the facilities to be monitored at the Police Department Communications Center.
- Ability for camera system to record and retain data for up to 120 days.

B. Phase 2 – Remaining Departments and Beyond

Other locations and facilities in the City of Platteville not currently monitored may be considered for future inclusion in an over-all security/camera scheme. This RFP may not lead to integrating new solutions for other City of Platteville locations but is discussed for the purpose of unifying technologies in the future. Other facilities within the city may benefit from video cameras and could include the library, city parks, and trails, Platteville Family Aquatic Center, airport, public works buildings, water/sewer facilities, and outbuildings, Platteville Mining Museum, outbuildings, and remote facilities.

ENVIRONMENTAL OVERVIEW

The desire of the City is to establish a standard brand and architecture for video camera systems throughout the city of Platteville. Additionally, the proposed systems should be viable and useable for the City for a period of at least five (5) years and offer upgrade paths that reduce future forklift upgrades. The current equipment and methodology are antiquated and will require analysis and revision to leverage contemporary technologies and capabilities.

CURRENT SYSTEMS IN PLACE

Police Department

- Panasonic DVR's (2) utilizing ND Viewer software and VLC Media Player
- 9 synchronized A/V cameras for interview rooms and prisoner processing areas
- 9 video only cameras for site security-4 indoor and 4 outdoor

City-wide

- Panasonic DVR utilizing ND Viewer software
- 4 outdoor pan/tilt/zoom video cameras

GENERAL REQUIREMENTS

Security Camera System with Video Management Software

- A. The integrator is to provide and install an IP based camera system throughout the City of Platteville with...
 - a. This camera network will include:
 - i. Cameras
 1. *The basis of design shall be Hanwha/Wisenet Cameras along with WAVE Video Management Software. Equivalent Camera manufacturers will be considered.*
 2. *Use of multi-sensor cameras which require only one VMS license per device will be heavily favored.*
 - ii. Internal and external camera mounting equipment
 1. Brackets
 2. Housing
 - iii. Cabling
 - iv. PoE (Layer 2 Switches)
 - v. Networking and Wireless expertise
 - B. All cameras should come standard with a 5-year warranty.
 - a. Manufacturer's warranty will be presented to Owner before project is awarded.
 - C. All cameras must be **NDA Compliant**.
 - D. Camera network must be server-based network video recorder (NVR) with scalability. This excludes appliance-based recorders. Server must be running a currently supported Windows server operating system and can be either virtual or a rack-mounted physical server. Alternative Operating Systems are not allowed.
 - E. Integrator must provide camera coverage map with bid materials
 - F. Integrator will have to justify any VMS software that requires yearly software renewals.

- G. Integrator must provide a VMS software package that allows the use of existing Microsoft Active Directory credentials for accessing the system.
- H. For future network expansion, integrators who have expertise in license plate recognition will be heavily favored.
- I. Integrator will provide detailed documentation detailing at minimum 120-days of video storage retention.
 - a. Minimum 10 fps
 - b. Utilizing H.265
 - c. 20 GOV
 - d. 24/7 continually recording for all cameras
- J. Integrator must supply three municipality references.
- K. Integrator must be certified in the camera manufacturer that is being promoted in this project.
- L. Video management system must not be exclusively cloud based.
- M. All cameras and VMS must be ONVIF compliant.

Network Infrastructure

- A. Integrators who can provide both information technology network engineering and structured cabling without sub-contracting these services will be heavily favored.
 - a. Possible information technology requirements for the network infrastructure build-out may include - cabling, racking, switching, IP cameras, and wireless/network port configuration.
- B. All cable and cabling runs will come with a 25-year warranty
- C. All cable is to be CMP rated.
- D. All cable runs must be terminated as a permanent link.
- E. Integrator must be a certified installer of the cable that will be utilized for the project. Integrator will provide verification of manufacturer's certification to Owner before the project is awarded.
- F. Integrator must properly route cabling throughout building utilizing proper cable management hardware. Techniques include bridals, J-hooks, conduit, and raceways. Draping on top of ceiling tiles will not be accepted.
- G. Integrator must install secondary IDF closet to ensure all cables are within 100 meters. Power to be provided by owner.
 - a. Network rack capable of supporting at minimum 6U
 - b. Switching
 - c. Rack mounted 24-port patch panel
- H. All cameras must be powered through an integrator provided PoE+ network switch. This switch must be layered 2 managed. Integrator is responsible for ensuring port density and PoE power budget. Switch must be rack mounted. Switch must have a 5-year minimum warranty. This includes the MDF and IDF locations.
- I. Integrator must provide a firewall that will connect external services.
- J. NVR server and switching to be installed in the Owner's existing MDF.

Close-out Procedures

- A. Provide cable certification for all cable runs (A PDF report for each cable run's performance, attenuation, NEXT, and propagation delay) utilizing a Fluke DSX-8000 cable analyzer.
 - a. Cable analyzer must be within its annual calibration range.
- B. Shop drawings to include all manufacturer's data cut sheets and manuals.
- C. Training: Integrator will be responsible to train Owners on operation, adjustment, and maintenance of system.

Training and Support

- A. Integrator must provide training for VMS and access control usage.
- B. Integrator must include 1-year of support on the security camera and access control solution while also providing structured pricing for an extended maintenance plan.
- C. Integrator must provide 1-year of monitoring that includes notification of camera outages, equipment failures, VMS monitoring and ensuring clean lenses are clear of obstruction.

RFP RESPONSE INSTRUCTIONS

It is the responsibility of the Consultant to carefully read the entire Request for Proposal, which contains provisions applicable to the successful completion and submission of an RFP. If any ambiguity, inconsistencies, or errors are discovered in the RFP, the City must be notified in writing. Only interpretations or corrections of the RFP made in writing through addenda by the City will be considered binding. The City must receive all requests for interpretations or corrections no later than the date specified in the RFP timetable. The RFP consists of all documents identified in the Scope of Work section of the RFP.

The following information must appear on the lower left-hand corner of the container:

RFP for Video Camera System

The information must be addressed to: City Manager, 75 N. Bonson St., Platteville, WI 53818.

All submittals by mail, email, or in-person must be received no later than 4:30 p.m. on Friday, June 24, 2022. Hand carried proposals may be delivered to the above address ONLY between the hours of 8:00 a.m. to 4:30 p.m., Monday through Friday, excluding holidays observed by the City.

Proposers 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.

Electronic proposals (email) may be submitted via citymanager@platteville.org. PDF format shall be utilized in this format.

RFP RESPONSE FORMAT

RFP responses should be clear, accurate, and comprehensive. Generic marketing material is discouraged. Excessive or irrelevant material will not be favorably received.

Preferably, RFP responses should be organized in the order presented below:

COVER PAGE

SECTION 1: Firm History and Background with General Response to RFP

Include a brief history of the company and provide any background information that may be relevant to the integration of a video camera system for the city.

SECTION 2: Project Approach

Provide a summary and an approach to project management, including addressing the preliminary elements of the Scope of Work contained within this RFP, and any additional anticipated issues and proposed strategies for addressing the issues based on additional insight, capabilities, and/or perspectives of the Integrator. Please outline your approach to security and the security standards and features of your solution.

SECTION 3: Project Team Qualifications

Briefly outline your project team including PM, technical resources, support staff, and proposed sub-consultants or product vendors. Describe the value they bring to your organization and the City of Platteville.

SECTION 4: Summary of Similar Projects

Include similar example projects (government references preferred), including client references from projects that the Solution Provider has completed within the past two (2) years that demonstrate the experience of the proposed team members to satisfy the scope of work. Additional project information may be provided.

RFP PROPOSALS & PRICING

Solution Provider's proposed costs shall include a detailed cost breakdown for each of the of the components proposed, including parts, equipment, installation, integration, testing, and training. Include any billing rates, total task completion cost, services by others, and reimbursable direct expenses.

Any additional work or services proposed by the Integrator must be included as separate line item(s) in the proposal.

RFP RESPONSE CONFIDENTIALITY

All RFP responses will become the sole property of the City. All proposals and related documents become a matter of public record, except for those parts of a response that are trade secrets, as that term is defined by statute, and which are identified by the responder as a protected trade secret. The City of Platteville shall have no responsibility for identification of any trade secret material and no obligation to protect any information not identified as such.

If any part of an RFP Response contains any trade secrets the responder does not want disclosed to the public, the responder shall mark that part of the response as “trade secret”. The City, however, shall not in any way be liable or responsible for the disclosure of any response or any part thereof if disclosure is required under the Wisconsin Open Records Law (Section 19.31, Wisconsin Statutes) or pursuant to law or legal process.

In addition, by submitting an RFP Response, a Responder agrees to save, defend, keep, hold harmless, and fully indemnify the City, its elected officials, officers, employees, agents, and volunteers from all damages, claims for damages, costs, or expenses, whether in law or in equity, that may at any time arise or be set up for not disclosing a trade secret pursuant to the Wisconsin Open Records Law.

EVALUATION CRITERIA

The evaluation team will base their decision on the qualifications and experience of the firm and staff along with feedback from references and other sources. The evaluation process will include a review and ranking by each individual member of the review team of each proposal. The review team will meet and combine their rankings to select the top firms to interview.

The recommendation to award the contract will be to the firm that has the highest point total of the top selected firms.

Subject to change, the following is a general list of evaluation points:

- Firms experience with Video Camera Solutions, (25 points)
- Experience of key personnel proposed for this project, including any sub-consultants, with relevant experience to carry out a successful project. (25 points)
- Experience of firm and key individuals with sustainable design. (10 points)
- Demonstrated ability to communicate effectively with City of Platteville Project Management Staff, Police Department, Common Council, and other key stake holder groups formed around the Video Surveillance Solution project. (15 points)
- Proposed scope of work including project approach. (25 points)
- Total Maximum Points: 100 points

PROJECT TIMELINE

Please note the following All-In schedule:

RFP Available for Distribution	Wednesday, June 1, 2022
Deadline for Submittal of RFP	Friday, June 24, 2022
Interviews (As Needed)	Week of June 27-July 8, 2022
Council Review	Tuesday, July 12, 2022
Possible Council Determination	Tuesday, July 26, 2022

NEGOTIATIONS

Upon selection of the top-rated firm, the City may enter limited negotiations with the selected top-rated firm to clarify the scope of services to be provided. Note, however, that costs for services are part of the evaluation and scoring of points. You are encouraged to submit your best and final offer with the proposal.

TERMS OF AGREEMENT

Upon mutually agreeing to the terms of the contract, written agreement will be prepared by the City.

Failure to Reach Agreement

If an agreement cannot be reached with the top-rated firm, negotiations will be terminated, and the City will open negotiations with the second rated firm. The negotiation process will continue until an agreement is reached with one of the short-listed firms. If no agreement is reached with the short-listed firms the negotiation process will be terminated at the City's discretion.