



City of Fort Morgan

REQUEST FOR PROPOSALS City of Fort Morgan Police Department Security Camera System Replacement/Installation

The City of Fort Morgan is accepting sealed Proposals for the **Replacement/installation of a Security Camera System** for the police department until 3:00 p.m. (our clock) on August 10, 2021, at City Hall located at 110 Main Street, Fort Morgan, Colorado 80701. THERE WILL BE NO PUBLIC OPENING. If hand delivered, they are to be brought to 110 Main Street, Fort Morgan, CO 80701. If mailed, the address is PO Box 100, Fort Morgan, CO 80701. If emailed, the address is cfm.bids@cityoffortmorgan.com.

Proposals must be received at City Hall prior to 3:00 p.m. (our clock), August 10, 2021.

Project Summary: The project includes the replacement of the current security camera system inside and outside the building located at 901 E Beaver Avenue, Fort Morgan, CO, as well as a detached building on the North part of the property. The camera system will include wired cameras as well as IP cameras with at minimum a 10TB NVR. The system will be NDAA/TAA compliant.

Project Site Access: All prospective Respondents are **required** to visit the project site. No proposals will be accepted from Respondents who have not visited the site. Respondents who wish to have access to the project site may schedule appointment with Steven J. Brown at 970-542-3940. Project visits must be completed by August 3, 2021.

A copy of the bid and associated documentation may be obtained as follows:

1. The City Website at www.cityoffortmorgan.com
2. City Hall located at 110 Main Street, Fort Morgan

QUESTIONS: All questions regarding this bid should go to **Steven J. Brown**. Questions must be submitted via e-mail to steve.brown@cityoffortmorgan.com. The cut-off date and time for questions is **August 6, 2021, at 9:00 a.m.** It is the responsibility of the prospective bidders to contact **Steven J. Brown** to verify receipt of questions at **(970) 542-3940**. Based upon such inquiry, the City may choose to issue an Addendum.

Opening Date: The opening will not be a public opening as it will be subject to staff review of anticipated costs, schedule, options, and qualifications.



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INSTRUCTIONS TO RESPONDENTS City of Fort Morgan Police Department Security Camera System Replacement/Installation

I. GENERAL INSTRUCTIONS

All Proposals must be properly signed by an authorized representative of the company with the legal capacity to bind the company to the contractual agreement. In addition, the bidder's authorized signature of the bid assures the company's understanding of the City's Procurement Policy. A copy of the policy is available upon request at the City Clerk's Office.

Proposal(s) may be withdrawn up to the date and time set for closing upon written, faxed or e-mailed notice to the City. Proposal(s) may not be withdrawn for a period of sixty (60) days after the date of opening. Negligence upon part of the bidder in preparing their Proposal(s) shall not constitute a right to withdraw a Proposal(s) subsequent to the bid opening. A conditional or unqualified bid may be cause for rejection.

Only Proposals properly received will be accepted. Each Proposal and applicable documentation as requested must be submitted in a sealed envelope, if mailed or delivered, addressed to:

**City of Fort Morgan
Proposal for Security Camera System Installation
Attention: Commander Steven J. Brown
P.O. Box 100
Fort Morgan, CO 80701**

and bear the name of the bidder and their address.

If emailed, the address is cfm.bids@cityoffortmorgan.com.

All price(s) must include, but are not limited to, equipment cost, attachments, warranty, manuals, parts, freight, packaging, delivery and discounts. Separate pricing will not be considered unless otherwise noted. The intent of this RFP is to purchase fully functional equipment for the purpose it is designed to meet.

II. DESCRIPTION

The security camera equipment will be installed inside and outside the Police Department and a detached building.

III. SPECIFICATIONS

ALL EQUIPMENT MUST BE MINIMUM FULL GRADE COMMERCIAL OR BETTER AND PREFERENCE TO NAME BRAND EQUIPMENT AND/OR PARTS AS LISTED, IF APPLICABLE. THE CITY OF FORT MORGAN RESERVES THE SOLE RIGHT TO DETERMINE IF THE BID MEETS SPECIFICATIONS.

A. Minimum Specifications:

1. Equipment shall be new, not used and of the current year model. **See attached Appendix A** for a list of items.
2. Items should be listed and priced individually and can be listed as a no-more-than cost or approximate.
3. Standard factory warranty.
4. Manuals: All applicable manuals and associated documentation



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B. Warranty:

Manufacturer's warranty shall be not less than one (1) year on entire unit including all parts and labor. Bidders submitting literature stating warranties which do not fully comply with warranty requirements of these specifications must submit a letter from the manufacturer certifying warranty compliance as an integral part of their proposal.

C. Additional Warranties:

Please include information on any warranty options such as extended warranty options in the Proposal.

D. Options:

Any option that could improve the safety, serviceability, reduced ownership/operating costs, durability or operator comfort of unit is of interest. Please list all available options and cost for these options that are not covered in the "Minimum Specifications" section of this document, separately in the Proposal.

E. Delivery:

1. All freight is to be FOB Destination.
2. The vendor awarded this bid will be required to furnish equipment in accordance with standard new equipment "make ready", with all approved optional equipment in place and in operational condition.
3. All parts and service manuals must accompany the unit at time of delivery.
4. At the time of delivery to City of Fort Morgan, all of the unit and optional equipment must meet or exceed all Federal, State of Colorado, OSHA, MSHA, and DOT safety, noise, lighting, and health standards for this type of equipment.
5. Delivery shall be complete to the following address (unless otherwise agreed to) : N/A

IV. SUBMITTALS

A. All proposals submitted pursuant to this invitation shall contain:

1. Completed and signed Submittal Form.
2. Attached price list sheet or the price list can be submitted on a DVD/CD.
3. All modifications made to the standard production unit described in the manufacturer's brochures must be certified by the manufacturer and submitted with the bid, or the bid will be deemed "non-responsive" and rejected without further review. Bidder must be prepared to demonstrate a unit similar to the one proposed, if requested.
4. If applicable, a copy of the factory standard warranty policy for the unit bid and copies of any extended warranty policies available.



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SUBMITTAL FORM

City of Fort Morgan Police Department

Security Camera System Replacement/Installation

PROPOSAL DUE DATE: August 10, 2021 at 3:00 p.m. (our clock)

WE HEREBY ENTER OUR SUBMITTAL FOR THE CITY OF FORT MORGAN REQUIREMENTS FOR SECURITY CAMERA INSTALLATION PER THE REQUEST FOR PROPOSALS AND ANY REFERENCED SPECIFICATIONS AND DRAWINGS. THE UNDERSIGNED CERTIFIES THAT HE/SHE HAS EXAMINED THE SPECIFICATIONS AND INSTRUCTIONS TO REPENDENTSS AND HAS SUBMITTED A PROPOSAL IN FULL COMPLIANCE AND WITHOUT COLLUSION WITH ANY OTHER PERSON, INDIVIDUAL OR CORPORATION.

Payment for work performed or goods sold to the City of Fort Morgan can be expected within 30 days after receipt of the invoice and satisfactory acceptance from the department receiving the service or goods. Any discount allowed by the vendor for prompt payment, etc., must be reflected in the bid figure, and not entered as separate pricing on the bid.

Description:

The request is for a new Security Camera System to be installed at the City of Fort Morgan Police Department.

I. Security Camera System:

Item	Description	System Cost
1.	"See attached Appendix A"	----

II. Options: (Options listed may be purchased if funding is available)

Item	Description	Option Cost
1.	"See attached Appendix A"	----

ADDENDA:

Addendum Number	Date of Addendum	Date Received
_____	_____	_____
_____	_____	_____
_____	_____	_____

SIGNED: _____ TITLE: _____

PRINTED NAME: _____

FIRM: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

DATE: _____ TELEPHONE NUMBER: _____

EMAIL: _____



APPENDIX A

City of Fort Morgan Police Department Security Camera System Replacement/Installation

PROPOSALS DUE: August 10, 2021, at 3:00 p.m. (our clock) NO PUBLIC OPENING

Criteria and Scope of Work:

1. Criteria for Selection

The evaluation of each response to this RFP will be based on its demonstrated competence, compliance, format, and organization. The purpose of this RFP is to identify those suppliers that have the interest, capability, and financial strength to supply City of Fort Morgan with a network camera solution identified in the Scope of Work. Selections will be based on the capability of the vendor to meet the following criteria:

2. Evaluation Criteria:

1. Capability of vendor to provide IP Security Camera Solution
2. Capability of vendor to provide all necessary equipment (IP Cameras, Network Video Recorder, Protective Camera Domes, LED Monitor, Cabling (CAT6), Networking equipment, Camera Mounts, etc.)
3. Vendor's depiction average response times for support requests
4. Vendor's ability to demonstrate timeline and implementation strategy for the proposed system
5. Ease of operations, management and support of the IP Security Camera solution
6. Capability of vendor to provide administrator and/or end user training
7. NDAA/TAA Compliant

3. Scope of Work, Specifications & Requirements

City of Fort Morgan Police Department (FMPD) is requesting proposals from qualified firms interested in providing Indoor and Outdoor IP Security Cameras, Camera Mounting Hardware, a Network Video Recording (NVR) System with storage, NVR Software, a Video Management System, Support, Maintenance, Warranty, Cabling (CAT6) and Training. This system will replace the current CCTV system at the FMPD. The FMPD building has 2 floors, outdoor areas and one detached building that require camera presence.

4. Capacity and Scalability

The IP Security Camera solution should be capable of handling multiple cameras outside the Police Department. The solution should have the capability of adding cameras as deemed necessary by the FMPD. IP 7

5. Indoor and Outdoor Camera

All outdoor cameras should be vandal proof and anti-vibration compliant. All indoor and outdoor cameras should have the following specifications at a minimum:



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APPENDIX A

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- A. Full High Definition (FHD)
- B. Protection against dust and environmental elements
- C. Vandal resistant housing
- D. Infrared Illumination for night visibility
- E. Defocus Detection
- F. View DR (120dB) for areas that have lighting differences
- G. Capability to produce 20 FPS or more
- H. Image stabilizing to reduce blurring
- I. Day/Night capability
- J. Zoom capability
- K. RJ45 Connectivity
- L. Power Over Ethernet (PoE)
- M. 4-megapixel resolution
- N. Must have tamper detection
- O. Must have motion detection
- P. Capability to record audio
- Q. SD Card Slot

6. Video Management System

The proposed solution should describe the administration/management interface that will be used. Preference will be given to RFPs that demonstrate systems that are easy to use, that have the option to integrate with Active Directory, have an HTML client, have the ability to record on alarm, supports video aging, and have the option to search by thumbnails. Additionally, the system must be able to do the following:

1. Provide multiple levels of administrators that will have varying roles in the system.
2. Provide email notification of critical system events.
3. Has the capability to store at least 9TB.
4. Has the capability to provide video monitors.
5. Has the capability to view live video and review historical video up to 1 month.