



CITY OF CONCORD  
CONCORD, NORTH CAROLINA

FOR

**BID# 2260**  
**IN - CAR VIDEO CAMERA SYSTEMS**

FOR

POLICE DEPARTMENT

ANNOUNCED DATE: MONDAY, MARCH 23, 2015

DUE DATE: TUESDAY, MARCH 31, 2015

TIME: 10:00 AM  
IN THE MEDIA ROOM  
CITY OF CONCORD - POLICE DEPARTMENT  
41 CABARRUS AVENUE WEST  
CONCORD, NORTH CAROLINA 28025

## REQUEST FOR BID

The City of Concord will receive sealed bids on Tuesday, March 31, 2015 at 10:00 AM, in the Media Room, City of Concord – Police Department, 41 Cabarrus Avenue West, Concord, North Carolina 28025. Said proposals will be publicly opened and read for:

### **BID# 2260** **IN – CAR VIDEO CAMERA SYSTEMS**

Copies of the specifications if not included in the bid can be obtained by contacting the Purchasing Department, Alfred M. Brown Operations Center, 850 Warren C. Coleman Blvd., P.O. Box 308, Concord, North Carolina 28025. Telephone # 704-920-5441, Fax # 704-785-8856.

NC General Statutes, including G.S. §143-129, and the city of Concord, NC General Specifications and Instructions to bidders will govern the RFB and award of the contract.

The City of Concord reserves the right to reject any or all bids.

Sid Talbert  
Purchasing Manager  
City of Concord, NC

In accordance with state law (G.S. 143.129), the award shall be made to the lowest responsible, responsive bidder, taking into consideration quality, performance, the time specified in the bid. Prices should be quoted for each line as well as a price for the total award.

Each bid must be submitted in a sealed envelope, so marked as to indicate its contents when being opened. **All bids should be marked BID #2260 IN - CAR VIDEO CAMERA SYSTEMS**

An authorized official of the firm must sign the bid.

The vendor will be required to submit a written request for payment. Payment will depend on projected delivery date stated in the bid for items and certified acceptable by Wendell Rummage – Major / Police Department, City of Concord, 41 Cabarrus Avenue West, Concord, North Carolina 28025. Telephone # 704-920-5016. Questions concerning bid requirements or specifications should be directed to the Purchasing Manager, Alfred M. Brown Operations Center, 850 Warren C. Coleman Boulevard, P.O. Box 308, Concord, North Carolina 28025. Any changes in specifications will be in writing in form of an addendum and furnished to all bidders. Verbal information obtained otherwise will not be considered in the awarding of bids. No changes to specifications will be permitted within (5) days to the bid opening.

Instructions for preparation and submission of a bid/proposal are contained in the attached packet. Please note that specific forms for submission may be required. Any changes to the conditions and specifications must be in the form of a written addendum to be valid; therefore, the Purchasing Department will issue a written addendum to document on all approved changes. Any bid submitted which does not acknowledge the receipt of an issued addendum will not be considered. Bidders should have no contact with elected officials or appointed officials except the Purchasing Manager during the bidding process. Any such contact will subject bidders to immediate disqualification. Questions regarding specifications should be directed to the Purchasing Manager. A bid proposal from your firm will be appreciated.

**Bid Proposal**

City of Concord  
P.O. Box 308  
Concord, North Carolina

Gentlemen/Ladies:

The undersigned, as bidder, hereby declares the proposal is made without connection with any other person, company, or parties making a similar bid or proposal, and that it is in all respects fair and in good faith without collusion or fraud. The Bidder has carefully examined the annexed form of the specifications and instructions to the bidder and hereby declares that he will furnish the material called for in a manner prescribed in the specifications and instructions to bidders for the following prices listed.

CAMERA PRICE: \_\_\_\_\_

ADDITIONAL COSTS FOR PARTS NEEDED FOR CAMERA OPERATION:  
\_\_\_\_\_

TRAINING & INSTALLATION COSTS: \_\_\_\_\_

PER DEVICE PRICE FOR UNLIMITED CLOUD STORAGE FOR ONE (1) YEAR:  
\_\_\_\_\_

COMPANY NAME \_\_\_\_\_

AUTHORIZED SIGNATURE \_\_\_\_\_

TYPE NAME AND TITLE \_\_\_\_\_

FEDERAL ID # \_\_\_\_\_

NC CONTRACTORS LICENSE # \_\_\_\_\_

TELEPHONE # \_\_\_\_\_

**Note:**  
**This signature page must be signed for your bid to be valid.**

## **GENERAL SPECIFICATIONS & INSTRUCTIONS TO BIDDERS**

### **Scope**

It is the intent of this bid invitation to obtain proposals for supplying the materials, supplies and/or equipment listed on the Proposal Sheet. You are requested to submit your bid on the enclosed Proposal Sheet and return the entire sealed package to Sid Talbert, Purchasing Manager, City of Concord (hereinafter "City"), PO Box 308, Concord, NC 28026-0308 no later than the time specified in the bid advertisement. Bidders will be required to comply with all applicable statutes, regulations, and local ordinances, ect. And those attached to and made a part of the proposal.

### **Marking of Bid Envelopes**

Bids must be contained in a sealed envelope, plainly marked, showing the bid name, bid number, date, time for opening bids and the bidder's name.

### **Late Bids Not Considered**

Bids received after the stipulated bid opening date and time will not be considered.

### **Compliance With Specifications**

Your bid must be in strict compliance with the specifications and offer the same or equal equipment. Exceptions are to be listed separately in a letter that will become a part of your proposal; otherwise, it is fully understood that the equipment offered is exactly as specified. The City reserves the right to allow or disallow minor deviations from the specifications in order to purchase what is best for the City from a standpoint of quality, price and service to be rendered.

### **Standard Equipment**

To protect the interest of the City, the bidder guarantees that the equipment bid is standard equipment with parts regularly used for equipment offered. There must be no parts or attachments substituted or applied contrary to the manufacturer's recommendations and standards unless expressly called for in the specifications.

### **Warranty**

In submitting a bid, the bidder warrants that all goods furnished shall be free from all defects and shall conform in all respects to the Technical Specifications established herein. Unless otherwise specified, all items shall be guaranteed for a minimum of one (1) year against defects in material and workmanship. At any time during that period, if a defect should occur in any item, that item shall be repaired or replaced by the seller at no cost to the buyer except where it can be shown that the defect was caused by misuse. The bidder expressly warrants that all items bid are fit and sufficient for their intended purpose. If the specifications contain a statement of the particular

## ***City of Concord North Carolina General Specifications and Instructions to Bidders.***

purpose for which the goods will be used, the goods offered by bidder shall be fit for this purpose.

### **Shipping**

All prices are to be quoted f.o.b. Concord N.C. delivered unless otherwise specified. Risk of loss and/or damage shall be upon the seller until such time as the goods have been physically delivered and accepted by the buyer.

### **Unit Prices to Prevail**

Prices shall be submitted on per unit basis by line item. In the event of a disparity between the unit price and the extended price, the unit price shall prevail.

### **Bid Price Corrections**

All prices and notations shall be written in ink or typed. Changes or corrections made on the bid form must be initialed by the individual signing the bid. No corrections will be permitted once bids have been opened.

### **Withdrawal of Bids**

Bids may be withdrawn at any time prior to the time specified for the bid opening upon written or personal request of the bidder. No bid may be withdrawn for a period of sixty (60) days after the scheduled bid opening time and date. Negligence on the part of the bidder shall not constitute a right to withdraw the bid subsequent to such bid opening.

### **Use of Brand Names and References**

Unless otherwise stated, the use of manufacturer's names and product numbers are for descriptive purposes and establishing general quality levels only. They are not intended to be restrictive. Bidders are required to state exactly what they intend to furnish; otherwise it is fully understood that they shall furnish all items as stated.

### **Alternate Bids**

Bid submitted as alternate which do not meet or exceed the minimum specifications shall be rejected except that minor deviations may be acceptable. The City shall be the sole judge of what is considered a minor deviation.

### **Time For Delivery**

The time for delivery must be stated in calendar days on the Proposal Sheet and may be a factor in making awards, price notwithstanding.

*City of Concord North Carolina General Specifications and Instructions to Bidders.*

**Rejection of Bids**

The City reserves the right to reject any and all bids.

**Bonds**

A 5% bid bond is waived for the purchases of apparatus, supplies, materials or equipment as stated in the cover section. A 100% performance bond is also waived.

**Award**

Award shall be made to the lowest responsible, responsive bidder, taking into consideration quality, performance, time specified in the bids for the performance of the contract.

**Brochures and Literature**

The proposal must be accompanied by descriptive literature marked, indicating the exact item(s) bid upon. The term "as specified" will not be acceptable.

**Addendums**

The City shall not be responsible for any oral instructions made by its employees or officers of the City with regard to bidding instructions, drawings, specifications or contract documents. Any changes to the specifications will be in the form of an Addendum, which will be mailed to all bidders who are listed with the Purchasing Department as having received the invitation or any other bidder who requests an Addendum.

**Responsibility of Compliance With Legal Requirements**

The bidder's products, service and facilities shall be in full compliance with any and all applicable state, federal, local, environmental and safety laws, regulations, ordinances and standards, or any standard adopted by nationally recognized testing facilities regardless of whether or not they are referred to in the invitation.

**Taxes**

The City of Concord is subject to 7% N.C. Sales & Use tax. Tax will not be shown on the proposal; however, invoices will indicate all applicable sales tax. The city is exempt from Federal Excise Tax and will provide a Federal Exemption number.

**Terms and Conditions**

Payment will be made by the City in full for all equipment delivered as soon after complete delivery and receipt of a correct invoice as can be processed in accordance with these specifications.

## ***City of Concord North Carolina General Specifications and Instructions to Bidders.***

Any company submitting a "No Bid" response to a bid invitation should clearly mark the outside of the envelope.

Terms and Conditions attached to the bid by the bidder and made a condition of purchase may render the bid non-responsive and may be rejected by the City.

Terms and Conditions included herein are an integral part of the bid document and shall prevail, unless changes or attachments are agreed to and initialed by the City prior to the bid opening.

### **Introduction in Use of Goods: Demonstration**

A demonstration may be required of the goods bid upon. The demonstration shall be at no cost to the City. If the bidder cannot make a demonstration within twenty days of the request, his or her bid may be rejected. Performance of the equipment at the demonstration must be made with the exact equipment offered in the bid and may be completed at the same time as competitive demonstrations.

### **Trade-ins**

Goods listed for trade-in, if any, may be examined after contacting the Purchasing Department. Goods listed for trade-in are represented "as is" and "where is". Such goods will be released to the successful bidder after receipt of the new equipment and in the same condition as when examined, excepting normal wear and tear.

The City reserves the right to retain goods listed as trade-in if it is deemed to be in the best interest to do so.

### **Training/Safety**

When requested or required, a factory-trained representative shall be present at the time of delivery to train City personnel in the use of and/or safety aspect of the equipment or chemical. The factory representative shall effectively train the City personnel in all aspects, including assembly, disassembly, operating procedures, safety and any other training necessary for its safe and effective use. Items received without sufficient training when requested will be set aside and payment withheld until sufficient training can be completed.

Training shall include OSHA related training in the handling of hazardous materials.

MSDS sheets must be sent with each order. Failure to provide MSDS sheets prior to or at the time of delivery will result in withholding payment until such sheets are received.

### **Service**

## ***City of Concord North Carolina General Specifications and Instructions to Bidders.***

All vehicles furnished under a bid shall receive without additional cost whatsoever the usual check-up, guarantees and adjustment identical to that which is normally furnished on vehicles sold to the general public.

### **Manuals**

One parts, one service, and one operators manual shall be furnished with each type vehicle delivered if applicable to this bid.

### **Bankruptcy**

Successful bidders shall execute a contract that contains the following language:

If any bankruptcy or insolvency proceedings are commenced against the contractor And are not dismissed within thirty (30) days after service of such proceeding on the Contractor, or if the contractor shall file petition in bankruptcy or for reorganization or To effect a plan or other arrangement with creditors, or be adjudicated bankrupt or make an assignment for the benefit of creditors, or be dissolved or liquidated, or shall admit in writing its inability to pay its debts generally as they become due, or a receiver, trustee or liquidator of the contractor or of all or substantially all of the property of the contractor is appointed in any proceeding brought by the contractor, or if any such receiver, trustee, or liquidator is appointed in any proceeding against the contractor, and any such receiver, trustee or liquidator is not discharged within (30) days after service of such appointment on the contractor, this agreement shall be null and void.

### **W-9 Form**

Prior to the first payment by the City under any contract awarded to the successful bidder, the successful bidder shall submit a complete and accurate W-9 form to the Purchasing Manager.

### **Dissolution of Corporate Status**

Successful bidders shall execute a contract that contains the following language:

Failure to register the agent of the corporation or other business entity, if any, with the N.C. Secretary of State or voluntary, judicial or administrative dissolution of the corporation or other business entity shall automatically terminate this contract or agreement unless the bidder or contractor notifies the City of Concord in writing within 72 hours of the dissolution or failure to register the agent and makes satisfactory arrangements and/or guarantees with the City Purchasing Officer and City Attorney to fulfill the contractors obligations under the contract or agreement.

### **Concord NC Licenses and Taxes**

*City of Concord North Carolina General Specifications and Instructions to Bidders.*

ALL BIDDERS SHOULD BE IN COMPLIANCE WITH THE CITY OF CONCORD PRIVILEGE LICENSE TAX ORDINANCE AND AWARD OF BID WILL BE CONTINGENT UPON RECEIPT OF COPY OF LICENSE IF APPLICABLE.

## **BID SPECIFICATIONS FOR IN-CAR VIDEO / CLOUD STORAGE SYSTEMS**

The City of Concord, Police Department (CPD) is seeking proposals for approximately 25 - 35 in car video camera systems. The camera systems will be outfitting 2013-2016 Ford Explorer Police Interceptors.

### **In-Car Camera Hardware Specifications**

- A minimum of two cameras shall be supplied per unit, a front facing camera and rear backseat camera.
- Shall include two audio recording devices, an officer worn wireless microphone and an in car cabin microphone.
- The backseat camera shall have wide angle capability to cover the entire backseat.
- All cable and hardware required for installation shall be supplied.
- The camera shall offer a minimum of 640 x 480 format. The camera shall also offer low light capability.
- Cameras should be auto focus.
- Cameras shall be fanless.
- Cameras should have digital zoom capability.
- All equipment should be the most current up-to-date model and factory new; discontinued or end of life models will not be accepted. In the event that less than 720p technology is initially accepted and a newer replacement model with improved video recording quality (i.e. 720p or 1080p) is released within one year of purchase, a free upgrade, including cabling and hardware if needed, will be provided to CPD with the trade in of the original equipment.
- Recording triggers shall include but not be limited to: vehicle emergency lights, vehicle siren, activation of wireless microphone, exceeding a vehicle's predetermined GPS speed threshold.
- Must be capable of crash sensor pre-event trigger.
- Wireless microphone shall allow officer to remotely activate record function by pressing button on or attached to microphone.
- Shall include programmable pre-event recording mode allowing it to capture images up to 30 seconds prior to the activation of record mode.

## Video Recording and In-Car Interface

- Officer must be able to easily review the video in the car in both daylight and nighttime conditions.
- Officer should be able to playback the recording while recording continues.
- It is intended for the in car MDT to act as the camera's software controller/client and monitor, without the need for a separate recorder or processing unit.
- Officer must be able to view the live feed from the cameras via the in car MDT.
- Systems using an incorporated rearview mirror as a monitor device will NOT be considered.
- Metadata including GPS data and trigger sensor data should also be recorded and saved within the system.
- Client software updates are 'pushed' from the server and do not have to be updated at each individual client.
- One camera shall be Day/Night/Infra-red mounted facing the prisoner transport area.

This camera shall have a wide-angle lens covering the back seat of a standard patrol car.

- The digital recording interface shall be able to record all cameras simultaneously.
- The digital recording interface shall record two audio tracks simultaneously with the video signal.
- The system shall utilize common non-proprietary video formatting (i.e. MPEG-2, H.264) Main Profile compression to maximize recording time and allow recordings from the system to be played on any PC.
- It shall be possible to prevent officers from editing or deleting recordings from within the vehicle
- The software shall be capable of producing a printed output (i.e.: snap shot) of a selected and enhanced video frame.
- The system will have the capability of streaming live video from the in car video system to the police station for real time viewing by command officers. This streaming will occur over the existing Verizon 4G LTE connection that is currently utilized by the patrol units.

- It is desired for the software to be able to integrate with in car radar systems to display target vehicle speed embedded within the video.
- Allow for multiple officers to login to the car video system at once.

### Video Transfer to Storage Server

- The system must include a storage solution being either cloud hosted or provide management software to self-host any video produced. Video produced must record in non-proprietary formats (e.g. H264, mp4) in order to be compatible with an online cloud based storage solution.
- The system shall be equipped to transfer recorded images, audio and data to a server for long-term storage without manual intervention (e.g. recording to CD/DVD, copying to USB drives, etc.).
- The video system shall transfer recorded images from the vehicle to a central server for storage using Cellular 4G LTE network connection again without manual intervention. This process should occur automatically.
- The vendor must quote pricing for unlimited video storage for in-car and body wear camera systems.

### Video Storage and Management

- The Management system shall operate on a Microsoft Server Platform if desired to be self-hosted.
- Must be using Microsoft Azure Cloud computer platform.
- An option for the solution to be hosted is also required and should be web-based. The site must be compatible with major web browser platforms.
- The server and Video Management System must have necessary security levels for users up to administrators.
- Assign unique passwords to users and administrators.
- Configurations shall be maintained from the centralized host server and pushed to individual vehicles. This includes version updates, camera settings (frame size, rate, and bitrate), pre/post recording duration, upload location and other features.
- The Police Department may be moving to a body worn camera for its patrol officers in the near future. Where offered, video storage solutions must be compatible with and support recorded media from body camera vendors who allow non-proprietary video storage.
- The Management system shall allow system administrators to send firmware updates

and/or configuration changes to any or all vehicles automatically and wirelessly.

- The software shall provide administrators with an audit trail of every action associated with a video in the database.
- The software shall provide for selective access to video files based upon user privileges.

### Support

- Minimum 1 year Parts and Labor Warranty is required with extension up to 4 years (5 years total) preferred.
- Online RMA issuance with tracking for warranty repair is preferred.
- Provide all software upgrades and bug fixes as a part of support agreement.
- Provide remote access capabilities as part of support agreement.
- Software updates and Bug reporting available via the Internet.
- Initial installation assistance and or training.
- Resellers must supply a letter of authorization from the manufacturer stating they are a legitimate reseller.

### Quote

- Vendor should quote per camera price.
- Vendor should include additional costs for parts needed for camera operation separately.
- Vendor should include training and installation costs separately.
- Vendor should quote per device price for unlimited cloud storage for one year period beginning July 1, 2015 through June 30, 2016.