



CITY OF SNOHOMISH

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REQUEST FOR QUALIFICATIONS (RFQ) FOR SECURITY CAMERA SYSTEMS, PURCHASE, INSTALLATION, REPAIRS, MAINTENANCE SERVICES.

REQUEST FOR QUALIFICATION

Security Camera Systems, Purchase, Installation, Repairs,
Maintenance services. Local server and cloud-based storage experience

INTRODUCTION

The City of Snohomish is soliciting qualifications from a qualified contractor for Security Camera Systems, Installation, Repairs, and Maintenance at city owned facilities. Examples - Boys & Girls Club (Skate Park), Public Works Shop, Wastewater Treatment Plant, and South Zone Water Reservoir, Pilchuck Park, Ferguson Park and Hill Park Facilities. The city is seeking a contractor to fulfill this request. All equipment, material, and labor will be supplied by the contractor. The illustrations in this RFQ (request for qualifications) are conceptual only. The City will also be open to third party monitoring options. The purpose of this RFQ is for your company's experience and successful installations with site monitoring, alarm notification to owner and police when an intrusion occurs, and evidence gathering ability for prosecution. The city is looking for quality of image, integration with existing or upgraded badge entry system, software, and programming support, with remote easy to use monitoring for the owner of the system.

PURPOSE

The City of Snohomish invites qualified public safety surveillance system vendors to submit qualifications for new and/or upgraded surveillance systems to city type facilities examples - City campuses, Boys & Girl Club, Carnegie Building, South Zone Water Reservoir, City Shop, Wastewater Treatment Plant, Hill Park, Ferguson Park, and Pilchuck Park. Qualifications shall be for installation and maintenance of surveillance system software and cameras that function via power over Ethernet or Wi-Fi. Several of the facilities have existing systems that, if feasible, should be utilized in the system. This RFQ is to secure City facilities and shall include experience with local server storage or cloud storage options.

SCOPE OF SERVICES

The scope of services lists different locations that have or will require security monitoring upgrade, maintenance and or installation. The scope of work includes all installation, upgrading, planning, execution, implementation, configuration, and training. The selected vendor will be responsible to recommend a type of security camera (180 Degree, 360 Degree wide view and PTZ (Point Tilt Zoom), brackets, mounts, power connectivity, network infrastructure (wireless, Cat6, cable runs,

keypads), and any other applicable hardware associated with the project. The vendor will need to show they are capable of installation of poles, conduit and wires required in the installation process. The selected vendor must ensure it has adequate resources for designing, building, testing, and implementing the security equipment and it meets the needs of the city.

OBJECTIVES

The City of Snohomish seeks an enhanced public safety surveillance system for the following City campuses, City Hall, Boys & Girls Club, Public Works Yard, Wastewater Treatment Plant, South Zone Water Reservoir and City Parks.

General goals and objectives expected to result from the new system include:

- Modernization of existing surveillance system at South Zone Water Reservoir, facility to address security concerns and protect staff against potential threats.
- Modernization of existing surveillance system at the Police facility to address security concerns and protect staff against potential threats.
- Installation of a surveillance system at the Boys & Girls Club Skate Park to address security concerns and protect facilities from after-hours threats.
- Installation of a surveillance system at the City Shop facility to address security concerns and protect the facility from after-hours threats.
- Installation of a surveillance system at the Hill, Ferguson, and Pilchuck Park facility to address security concerns and protect the facility from after-hours threats.
- Ability for surveillance system at each of the four facilities to function via power over Ethernet, Wi-Fi, or a combination of both.
- Able to tell the difference between animal and human and only send alarm notifications when human activity is detected.
- Ability for information to be stored on either a local server or on the cloud for up to 30 days
- Ability for cameras at each of the campuses to be monitored at the Police Communications Center.
- Ability for the security system at the City Shop, South Zone Water Reservoir, City Hall, Carnegie Building and Boys & Girls Club to be integrated into the new systems.
- Ability to be viewed from a computer via a web browser or cell phone, show historical video while recording, can record on motion, can adjust to daylight and nighttime vision, has the ability to download video, alarm notification has video monitoring station.

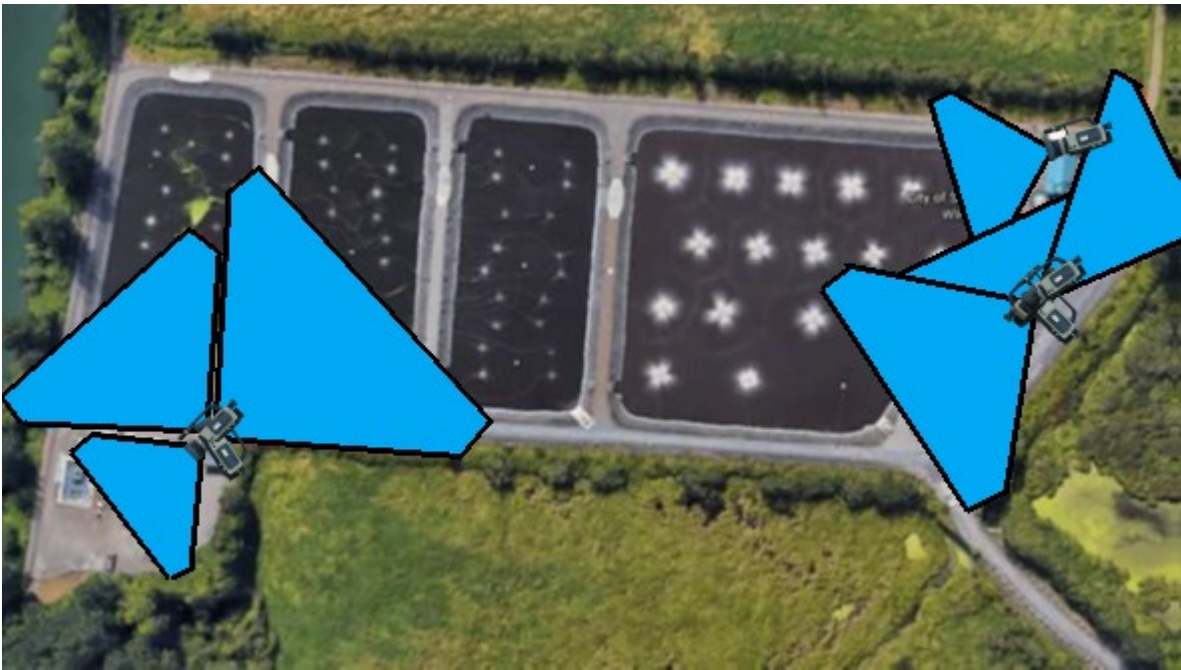
The City reserves the right to reject all proposals, disqualify nonconforming or incomplete proposals at its sole discretion, waive deviations from the RFQ, and determine whether proposers are qualified, or to make no award. The City reserves the right to issue addenda to the RFQ, to modify the RFQ, to modify the franchise agreement, or to withdraw the RFQ. The City may request clarification or additional information from any proposers in the RFQ process. Proposals must comply fully with the requirements detailed in this RFQ. Required supporting documentation must be included as attachments and be appropriately identified. All proposers should take whatever steps they believe are necessary to establish the actual existing service information when preparing their proposals.

SOUTH ZONE RESERVOIR

Upgrade existing system.

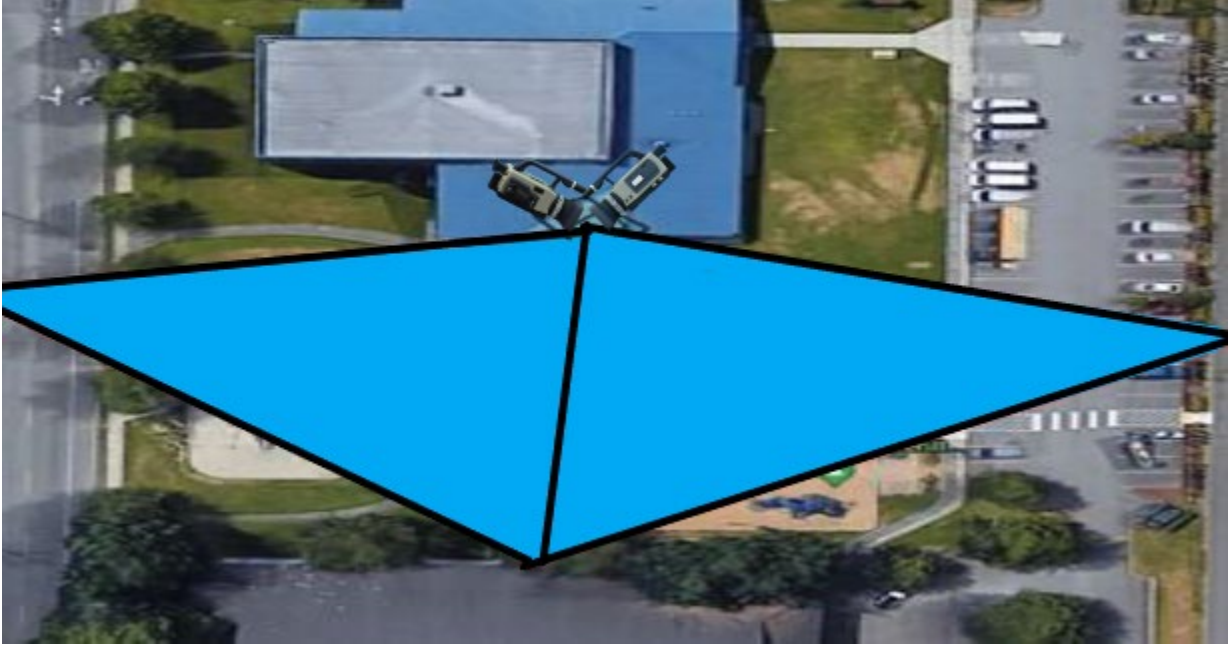


WASTEWATER TREATMENT PLANT.
New security system installation.



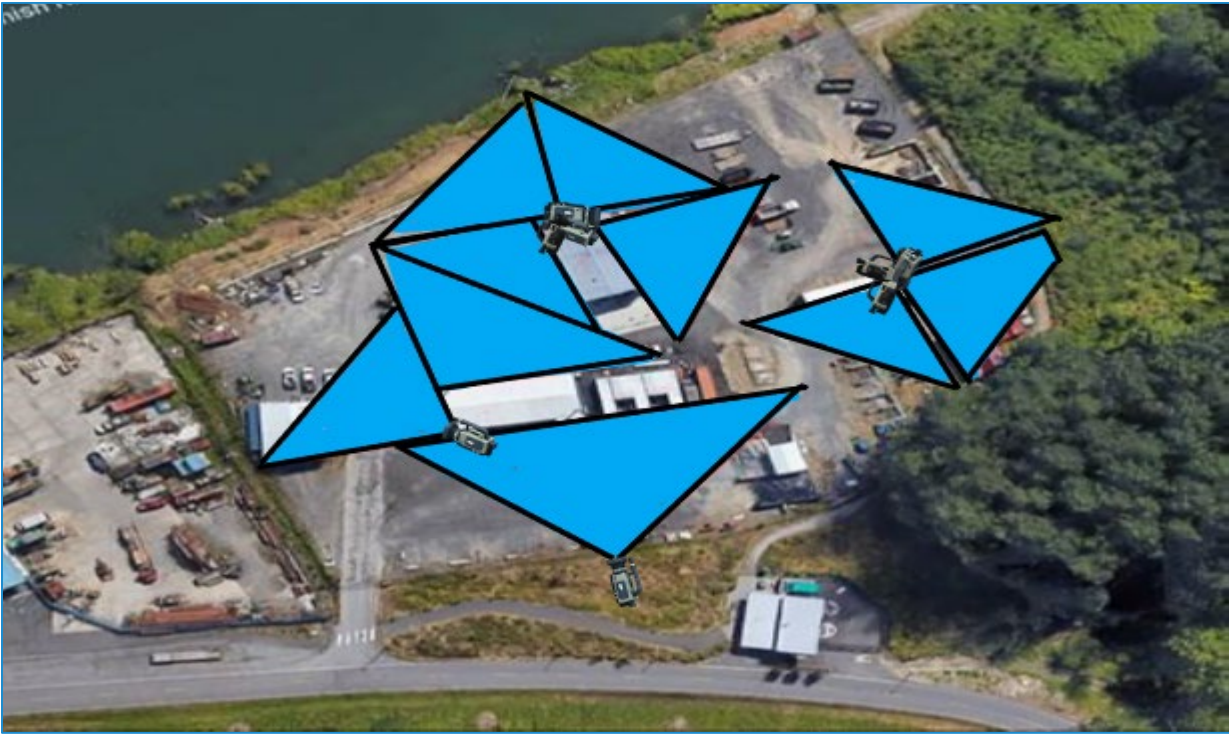
BOYS AND GIRLS CLUB

Upgrade existing system. This site will require public access to view live footage from link on City website.



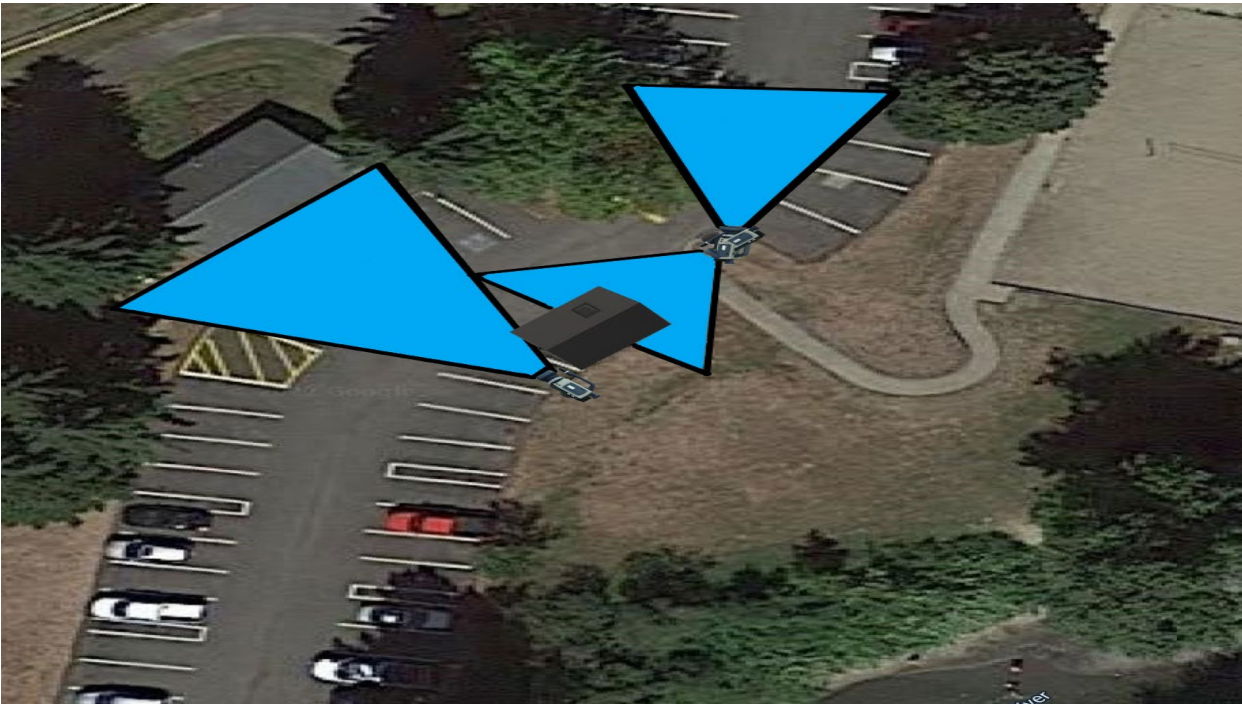
PUBLIC WORKS SHOP

Upgrade existing security system.



PILCHUCK PARK

New security system installation. No current internet at this facility. Poles required for camera mounting.



HILL PARK

New security system installation. No current internet at this facility. Poles required for camera mounting.



FERGUSON PARK

New security system installation. No current internet at this facility. Poles required for camera mounting.



CONSULTANT REQUIREMENTS

The selected consultant shall obtain a business license before executing a contract. The selected consultant is expected to comply with all applicable federal, state, and local regulations.

PROJECT PROGRESS

The consultant must begin upon approval by the City, and the selected consultant shall commence work after notification to proceed by the City. The selected consultant is advised that any recommendation for contract award is not binding on the City until the Agreement is fully executed and approved by the City of Snohomish.

EVALUATION CRITERIA

The agency will consider the following in its evaluation:

- Proposal response
- Demonstration of recommended security system for each of the above-listed City Facilities.
- Site visits
- Price.
- How well the system meets our agency's needs. The City reserves the right to select a vendor who best meets the "overall" needs of the City of Snohomish based on the following criteria:
- Ability of the vendor to provide separate bids for each facility.
- Recommend the proper surveillance system software and cameras that will address the security needs at each facility.
- Ability of the vendor to provide a surveillance system that operates via power over Ethernet or Wi-Fi, or a combination of both.
- Ability of the vendor to provide a surveillance system that stores video and audio on a local server or on the cloud for up to 30 days.
- Ability of the vendor to provide a surveillance system that can be monitored at the Police Department Communications Center.
- Ability of the vendor to integrate the security system at the City Shop, Boys & Girls Club, and South Zone Reservoir, PW yard, into the new security system.
- Amount of vendor support that will be available for installation, project management, training, ongoing software enhancements and software support.
- Ability of the vendor to act as a Prime contractor who will be responsible for the timeliness, quality and deliverables provided by any subcontractors under the Prime contractor's agreement.
- Vendor's performance record-to-date in meeting the requirements of their existing customers, including the customer installations similar in size and scope to the City of Snohomish.
- Financial stability, longevity, and strength of the vendor.

VENDOR'S UNDERSTANDING OF RFQ

In responding to this RFQ, the vendor accepts full responsibility to understand the RFQ in its entirety, and in detail, including making any inquiries to the city as necessary to gain such understanding. The City of Snohomish reserves the right to disqualify any vendor who demonstrates less than such understanding. Further, the City reserves the right to determine, at its sole discretion, whether the vendor has demonstrated such understanding. That right extends to cancellation of the award if the award has been made. Such disqualification and/or cancellation shall be at no fault, cost, or liability whatsoever to The City of Snohomish.

GOOD FAITH STATEMENT

All information provided by the City of Snohomish in this RFQ is offered in good faith. Individual items are subject to change at any time. The city makes no certification that any item is without error. The city is not responsible or liable for any use of the information or for any claims asserted there from.

Security Camera System proposals must be submitted, with all copies having been signed by an official with the power to bind the company in its proposal and must acknowledge the RFQ has been read and understood. To be considered, all proposals must be completely responsive to the RFQ.

For questions regarding this RFQ, email Tim Cross at cross@snohomishwa.gov or Nova Heaton at Heaton@snohomishwa.gov . Questions via telephone will not be accepted. Questions must be received no later than 5:00 PM (PST) on Friday, June 09, 2023. Questions received after this date and time will not be answered. Submitted questions and answers will be posted to the City “Bids, RFQs & RFPs” webpage, <https://snohomishwa.gov/105/Bids-RFPs-RFQs> The RFQ will be posted at this location on Wednesday, May 17, 2023.

Proposal shall be limited to ten (10) 8½” x 11” pages, single sided. Email a pdf copy of the proposal to cross@snohomishwa.gov or heat@snohomishwa.gov . Proposals must be received no later than 5:00 PM (PST) on Friday June 16,2023. Include “Professional Qualifications for Security and Camera system” in the email subject line. Resumes will not count towards the number of pages.

Addenda, clarifications, and notices for this RFQ will be posted to the City “Bids, RFQs & RFPs” webpage, <https://snohomishwa.gov/105/Bids-RFPs-RFQs>. It is in the best interest of the Consultant to check the website periodically to ensure all updates are received. The City is not responsible for failure of the Consultant to receive notifications of changes or corrections made by the City and posted as stated above.

Proposals must be delivered/received by email delivery no later than June 16, 2023, 5:00 P.M.

to:

City of Snohomish
Attn: Tim Cross
P.O. Box 1589
Snohomish, WA 98291