PROCUREMENT DEPARTMENT
Rm 120 Municipal Services Building
Philadelphia, PA 19102-1685
FAX: (215) 686-4716

CITY OF PHILADELPHIA

Hugh Ortman
Procurement Commissioner

December 1, 2011

BID NUMBER: T2VZ6010

TITLE: Provision of Video Surveillance Cameras, Maintenance/Service, Supplies and Installation

DEPARTMENT: Department of Technology

DATE TO OPEN: December 14, 2011 at 10:30 AM

ADDENDUM # 1

TO ALL BIDDERS:
You are hereby notified of the following changes to the above mentioned bid:

To All Bidders:

Please note the following changes to Bid T2VZ6010.

- Paragraph 1.6.2, page 4, Exhibit A is deleted in its entirety. It shall be replaced with Appendix A.
- Paragraph 1.8.2, page 6, end of paragraph reference (See Section 2.2.6) is deleted in its entirety. It shall be replaced with (See Schedule A).
- Paragraph 2.1.1, page 13, referenced Schedule C shall be added to bid T2VZ6010, as attached.
- Paragraph 2.2.5, page 15, referenced Schedule A and schedule B shall be added to bid T2VZ6010.

Please sign, date and return this addendum with your bid to the Procurement Department, 1401 J.F.K Boulevard, Bid Room 170A, Philadelphia, PA 19102-1685 as it now becomes a part of the proposal.

Buyer, T. Vinson

AUTHORIZED SIGNATURE

FIRM NAME (PRINT)

DATE

TV/sj

attachment

SCHEDULE A

MAINTENCE, REPAIR, AND INSTALLATION SERVIES FOR OIT

1. Contractor for the services component for OIT cameras will provide maintenance services, including preventive maintenance and on-call repair services, and any required new camera installation services for City video surveillance cameras located throughout the City of Philadelphia, as set forth below.

2. Preventive Maintenance Services - For each camera identified by OIT's Project Manager or his or her designee (OIT Project Manager), Contractor shall provide preventive maintenance services, including cleaning (interim and semi-annual), annual wire connection check, and triage all equipment..

3. On-Call Repair Services – The OIT Project Manager will provide a list of locations and summary of reported camera problems to the Contractor selected, as well as a network map showing the location of each aggregation point and any associated gateway radios or high sites for each camera. For each camera identified by the OIT Project Manager, Contractor will be required to perform basic inspection and trouble-shooting services, in accordance with the terms describe below, to restore camera functionality. If the basic inspection and trouble-shooting services fail to restore functionality, the Contractor will, at the City's sole discretion and only upon authorization from the OIT Project Manager: perform repair services in the field; replace non-operational camera bundles with operational camera bundles, as described in Section 4 below; or remove equipment for repair at Contractor's premises.

   3.1. Inspection and Trouble-Shooting Services. For each camera identified by the OIT Project Manager, Contractor will perform inspection and trouble-shooting services, including, but not limited to, the following: inspection of all cable connections to the camera, including electrical connections and network connections; removal, inspection, and cleaning of the camera housing; and inspection of the camera's strobe light.

   3.2. Testing of Camera Functionality. Contractor will provide all network trouble shooting services that may be required to restore a network connection to the camera, including but not limited to: inspection and adjustment of the camera's wireless radio and antenna, if applicable; inspection and adjustment of associated gateway radios and antenna, if applicable; inspection of all terminal connectors and fiber links between the camera and the associated aggregation point, including, for wireless-networked cameras, inspection of all terminal connectors between the associated gateway radio and aggregation point. Contractor will advise the OIT Project Manager if network connectivity cannot be restored to a camera due to a problem with fiber link.

   3.3. Field Repair Services. Upon authorization from the OIT Project Manager, Contractor will perform field repair services, including, but not limited to, the repair or replacement of individual components of each camera bundle; repair or replacement of termination connectors at the camera; replace dome light; replace or triage power supply; repair or replace strobe light; repair and reseal bundle weather seal.

3.3.1. If necessary to restore network connectivity, and upon authorization from the OIT Project Manager, Contractor will repair or replace termination connectors at any associated gateway radio, and at any associated switch at the aggregation point.

3.4. Off-site Repair Services. Upon authorization from the OIT Project Manager, Contractor will remove equipment from the field for repair at Contractor's premises.

4. Camera Bundle Assembly, Testing, and Installation Services. Contractor for the services component will be required to assemble and install operational camera bundles, in accordance with the terms described below, for new locations as directed by the City, as well as when the City directs that an existing non-operational camera be substituted by operational camera bundles. In either case, the City may direct the use of all new equipment, or equipment in the City's inventory or from a third party, or a combination thereof. At the City's sole discretion, Contractor will either furnish required parts and equipment to perform the services, or will use parts and equipment furnished by the City, or by a third party at the City's direction.

4.1. Camera bundle installation includes the camera and all housings and other ancillary equipment, staging and testing, and installation at locations designated by the OIT Project Manager. Each camera bundle assembled f shall include a Sony camera, Dotworkz or Videoalarm housing, Newmar Photocell Tap, power connectors, Dotworkz Blue Strobe Light, strobe light bracket, Fibrolan or Transition Networks media converter, LC fiber cable, Ethernet cable, and a cat5e crossover cable. All camera bundle assembly and pre-installation testing shall be conducted in a location providing suitable and clean conditions, free of dust or other contaminants which could damage or impede the proper functioning of the equipment.

4.2.The City expects that there will be a regular need for repair and maintenance of the 192 existing cameras, as well as for any new cameras installed, although new cameras will initially be under warranty. However, any award made pursuant to this Invitation and Bid does not commit the City of Philadelphia to the purchase of any specific number of either type of video surveillance hardware or any services as listed in Section 5 this Invitation and Bid.

4.3.Multiple requests for camera installations in a short time frame may be issued by the City and would require sufficient numbers of installation crews to provide a timely completion of jobs. Contractor must meet City service requirements without causing delays, and should be prepared to make rapid adjustments in the installation work force as may be required. Contractor may choose to seek City approval to use subcontractors to achieve the flexibility needed .

4.4.Subcontractors must be approved by the Deputy of Communications in advance.

5. City Authorization. Contractor will obtain an authorization number from the City's OIT Project Manager for all repair services described in this Schedule A. The City shall have no obligation to pay for any repair services for which the Contractor has failed to obtain an authorization number. Authorization numbers may be requested from the field via radio or phone; the City anticipates that the OIT Project Manager will respond to requests for authorization within one hour.

6. Contractor is responsible, at their sole expense, for acquiring all required permits, licenses, fees, and approvals to comply with City of Philadelphia codes and regulations.

7. Additional consulting and services may be required in performance of this bid. These may include, but are not limited to design and engineering decisions, field of camera views, and evaluation of future technology.

8. IMPLEMENTATION PLAN FOR CAMERA INSTALLATIONS

   Within thirty (30) business days after receipt of a Purchase Order for camera installations, the Contractor shall submit to the Deputy of Communications for approval an implementation plan or PERT (Program Evaluation and Review Technique) chart showing the date that each section of work will be started and completed. The period of one (1) week shall be used as the unit of time on the chart.

   8.1. Sufficient detail shall be provided in order to track and monitor the project. Upon approval, five (5) copies shall be provided to the Deputy of Communications. Implementation shall begin upon approval of the plan/chart by the Deputy of Communications and shall be vigorously prosecuted in order to ensure completion at the agreed date within the prescribed time limit.

   8.2. The Deputy of Communications shall make available any appropriate personnel the Contractor shall need to develop this implementation plan/chart.

   8.3. The Contractor shall be responsible for keeping the implementation plan/chart updated showing progress to date and shall make appropriate personnel available for periodic status and update meetings.

Upon appropriation of funds, the City shall issue individual purchase orders each year to cover the work required. The contractor's obligation to deliver on such purchase orders shall not take effect until the orders are issued.

SCHEDULE B

MAINTENCE, REPAIR, AND INSTALLATION SERVIES FOR PPD

9. Except as noted below, contractor for the services component for PPD cameras will provide maintenance services, including preventive maintenance and on-call repair services, and any required new camera installation services for PPD video surveillance cameras located throughout the City of Philadelphia, in accordance with the term set forth in Schedule A.

10. For the purposes of this Schedule B, MAINTENCE, REPAIR, AND INSTALLATION SERVICES FOR PPD, all references to OIT Project Manager in Schedule A shall be deemed to refer to the PPD Project Manager or his or her designee, and all references to the Director of Communications in Schedule A shall be deemed to refer to PPD Business Owner.

11. Video surveillance camera bundles managed by PPD are comprised of either a Sony or Vivotek video camera connected to a Hoffman component box housing all ancillary equipment, including the media converter, D/C power supply, Ethernet switch, surge protectors, A/C power transformer, data acquisition device, input circuit breaker, input surge protection, and tamper switch. For the purposes of this Schedule B, MAINTENCE, REPAIR, AND INSTALLATION SERVICES FOR PPD, all references to "camera bundle" in Schedule A, shall be deemed to refer to the PPD camera bundle.

12. In addition to the installation of new and replacement camera bundles, contractor will, at the City's sole option and only upon authorization from the PPD Project Manager, assemble, test, and install the component box as described in Section 3, above.

SCHEDULE C
CITY OF PHILADELPHIA VIDEO CAMERA LOCATION INFORMATION

DISTRICTS	***# of CAMERAS in the DISTRICTS***	***PCIPP***
14th District	16 cameras	25 cameras
15th District	13 cameras	
16th District	15 cameras	
17th District	6 cameras	
18th District	10 cameras	
19th District	11 cameras	
22nd and 23rd District	51 cameras	
24th District	5 cameras	
25th District	7 cameras	
26th District	5 cameras	
35th District	13 cameras	
39th District	5 cameras	25 cameras
3rd and 4th District	15 cameras	
5th District	3 cameras	
6th District	10 cameras	
9th District	7 cameras	
Total cameras installed	**192**	**50**

10/14/11