



**TOWN OF RUMFORD
RUMFORD POLICE DEPARTMENT**

**REQUEST FOR PROPOSAL (RFP)
FOR UPGRADED SECURITY CAMERA SYSTEM
(INDOOR AND OUTDOOR)**

**Rumford Police Department
150 River Street
Rumford, ME 04276
Phone: (207) 364-3449 | Fax: (207) 364-8697
chief@rumfordpd.com**

**ALL BIDS MUST BE RECEIVED BY
1:00 P.M. SEPTEMBER 20, 2021**

**Prepared by:
Chief Tony L. Milligan
Date Posted: September 2, 2021**

REQUEST FOR PROPOSAL (RFP)
FOR UPGRADED SECURITY CAMERA SYSTEM
Rumford, Maine

PROPOSAL SUBMISSION DEADLINE: September 20, 2021, 1:00 P.M.

Submit bid and proposal in a sealed envelope marked "CAMERA SYSTEM BID" to the Rumford Police Department, 150 River Street, Rumford, ME 04276. Bids will not be accepted by email or fax.

Questions can be submitted to Chief of Police Tony Milligan via the contact information below prior to the submission deadline on September 20, 2021.

Questions may be submitted in written, electronic or verbal form to:

Project Manager: Chief Tony Milligan

Address: Rumford Police Department
150 River Street
Rumford, Maine 04276

Telephone Number: (207) 364-3449

Email Address: chief@rumfordpd.com

INTRODUCTION

Rumford Police Department invites and welcomes proposals for their Upgrade To Security Cameras project. Please take the time to carefully read and become familiar with the proposal requirements. All proposals submitted for consideration must be received by the time specified above under the "PROPOSAL SUBMISSION DEADLINE."

BIDDERS SHOULD NOTE THAT ANY AND ALL WORK INTENDED TO BE SUBCONTRACTED AS PART OF THE BID SUBMITTAL MUST BE ACCOMPANIED BY BACKGROUND MATERIALS AND REFERENCES FOR PROPOSED SUBCONTRACTOR(S) - NO EXCEPTIONS.

PROJECT AND LOCATION

The project associated with this RFP is located at the Rumford Police Department/Municipal Building at 150 River St, Rumford, ME 04276.

PRE-SUBMISSION SITE VISIT

Prospective bidders may schedule an appointment for a walk-through tour of the project location to view and better understand existing and proposed cameras/locations. To schedule an appointment, contact TAMERA RICHARD (Administrative Assistant) at 207-364-3449 Ext. 1 or email admin@rumfordpd.com.

PROJECT OBJECTIVE

The objective and ultimate goal for this project is to remove 14 existing cameras and any mounting hardware (12 indoor and 2 outdoor) cameras and replace them with new cameras per the specifications listed below.

PROJECT SCOPE AND SPECIFICATIONS

The Rumford Police Department and Municipal Offices are co-located within the Rumford Municipal Building. The building's security camera system contains a mixture of IP and analog cameras recording to one of two separate Digital Video Recorders (DVRs) depending on camera location, both DVRs located on the first floor within the police department.

The Town of Rumford desires to upgrade/replace the existing security camera system to the following **minimum specifications**:

Condition	New
Type/Style Camera	Dome and Fisheye type per "Schedule of Cameras"
Internal Storage	Solid State Drive (SSD) with 30-day internal recording storage
Image Resolution	5 megapixels (5MP) (2688x1944)
Lens	Fixed lens with 3x Digital Zoom
Accessibility	Securely via any computer and smartphone on-site or off-site via Internet to view live feeds and to access archived recordings
External Storage/Archive	Unlimited cloud-based, automatic and manual archiving (no DVRs/NVRs)
Smart Technology	People and vehicle analytics (not LPR)
Firmware/Software	Automatic updating
Hardware Warranty	10 years
Security	End-to-end encryption
Bandwidth	Low-bandwidth impact / 50 kbps usage per camera at rest
Capacity	Unlimited/scalable

Power	Power Over Ethernet (PoE)
Audio	Capability to turn audio on/off on each camera
Recordings	Recording 24/7 (not on motion only) Downloadable, sharable in MP4 format
Connectivity	Ethernet 10/100Mbps RJ-45 cable connector for network/PoE connection
Night Vision	All cameras must have IR (night vision) capabilities
Motion Detection	All cameras must have motion detection capabilities
Outdoor Cameras	Outdoor cameras must be equipped with appropriate heaters to withstand winter/all-weather operations in Maine

SCHEDULE OF CAMERAS

Camera Number	Location	Existing (qty)	Type Camera To Replace With (qty)
1	River St. sidewalk and alley at bldg corner (360°)	Bullet (2)	Outdoor Fisheye (1)
2	CID & Chief's offices entrance	Dome (1)	Indoor Dome (1)
3	1st floor hallway	Dome (1)	Indoor Dome (1)
4	2nd floor hallway (outside courtroom facing towards Congress St)	Dome (1)	None - Combine with camera #6
5	2nd floor hallway (top of stairs facing towards courtroom)	Dome (1)	Indoor Dome (1)
6	2nd floor hallway (facing Congress St/Town Offices area)	Dome (1)	Indoor Fisheye (1)
7	Alley/cruiser parking area on corner by Court private entrance (360°)	None	Outdoor Fisheye (1)
8	Police Dept - cell	Dome (1)	Indoor Dome (1)
9	Police Dept - holding area / fingerprinting	Dome (1)	Indoor Dome (1)
10	Police Dept - Booking Room	Dome (1)	Indoor Dome (1)
11	Police Dept - Evidence Room	Dome (1)	Indoor Dome (1)
12	Police Dept - Intoxilyzer Room	Dome (1)	Indoor Dome (1)
13	Police Dept - Interview Room	Dome (1)	Indoor Dome (1)

14	Police Dept - Temp Evidence Storage Area	Bullet (1)	Indoor Dome (1)
15	Police Dept - Prisoner Entrance/Hallway off alley	None	Indoor Dome (1)

TOTAL CAMERA COUNT: Outdoor Fisheye (2), Indoor Fisheye (1), Indoor Dome (11)

Any camera mounting hardware shall be included with bids. Outdoor Fisheye cameras will be attached to a corner of a brick building - one with existing conduit and the other without. All indoor camera locations will be flush-mounted to ceiling tile or plaster wall.

THIS RFP REQUESTS BIDDERS TO SUBMIT TWO PROPOSALS.

PROPOSAL #1 WILL BE FOR EQUIPMENT ONLY PER THE SPECIFICATIONS AND SCHEDULE OF CAMERAS LIST (SHIPPING INCLUDED BUT INSTALLATION SEPARATE).

PROPOSAL #2 WILL BE FOR EQUIPMENT AND INSTALLATION (INCLUDING PULLING ETHERNET CABLE TO EACH CAMERA LOCATION. THE TOWN WILL SUPPLY PoE SWITCH).

WARRANTY

The bidder shall include with their proposal a 10-year warranty on cameras.

SCHEDULED TIMELINE

The following timeline has been established to ensure that our project objective is achieved; however, the following project timeline shall be subject to change when deemed necessary by management.

Start of Project: On or after September 27, 2021

Completion of Project: By January 1, 2022

PROJECT PROPOSAL EXPECTATIONS

The Town of Rumford/Rumford Police Department shall award the contract to the proposal that best accommodates the various project requirements. The Town of

Rumford reserves the right to accept or reject any or all bids, or accept the bid that would be in the best interest of the Town.

DEADLINE TO SUBMIT PROPOSAL

All proposals must be received by the Town of Rumford/Rumford Police Department no later than 1:00 P.M. on September 20, 2021 for consideration in the project proposal selection process.

PROPOSAL SELECTION CRITERIA

Only those proposals received by the stated deadline will be considered. All proposals, submitted by the deadline, will be reviewed and evaluated based upon information provided in the submitted proposal. In addition, consideration will be given to cost and performance projections. The Town of Rumford/Rumford Police Department reserves the right to cancel, suspend, and/or discontinue any proposal at any time, without obligation or notice to the proposing bidder.

PROPOSAL SUBMISSION FORMAT

The following is a list of information that the Bidder should include in their proposal submission:

- A. Summary of Bidder Background
 - Bidder's Name(s)
 - Bidder's Address
 - Bidder's Contact Information (and preferred method of communication)
 - Bidder's Federal Employee Identification Number (FEIN)
 - Evidence of legal authority to conduct business in Maine (e.g. business license number and completed W-9 Form).

- B. Proposed Outcome
 - Summary of timeline and work to be completed.

- C. Equipment or Service

- List any and all equipment or services required for this proposed project and the number of each.
- Detailed estimated cost for each piece of equipment or service.
- List any equipment or services required of a subcontractor, along with a brief explanation.

D. Cost Proposal Summary and Breakdown

- A detailed list of any and all expected costs or expenses related to the proposed project.
- Summary and explanation of any other contributing expenses to the total cost.
- Brief summary of the total cost of the proposal.

E. Insurance

- Bidders must provide evidence/details of liability or other insurance provided with regard to the staff or project.

