

**INVITATION TO BID**

**No. 17-20**

**ROCKDALE COUNTY, GEORGIA**

**April 12, 2017**

**Portable Closed Circuit Television Unit (CCTV) & Trailer**



**ROCKDALE COUNTY FINANCE DEPARTMENT  
PROCUREMENT OFFICE  
958 Milstead Avenue  
CONYERS, GA 30012  
770-278-7552**

**INTRODUCTION:**

Rockdale County is soliciting Invitations to Bid from qualified vendors to provide a **Portable Closed Circuit Television Unit (CCTV) & Trailer**.

Rockdale County provides equal opportunity for all businesses and does not discriminate against any person or business because of race, color, religion, sex, national origin, handicap or veterans status. This policy ensures all segments of the business community have access to supplying the goods and services needed by Rockdale County.

**PURCHASING CONTACT FOR THIS REQUEST:**

All questions concerning this solicitation and all questions arising subsequent to award are to be addressed to the Procurement Officer at the following address:

Rockdale County Finance Department  
Procurement Division  
Attn: Meagan Porch, Buyer  
958 Milstead Avenue  
Conyers, GA 30012  
Phone: (770) 278-7557, Fax: (770) 278-8910  
E-mail: [meagan.porch@rockdalecountyga.gov](mailto:meagan.porch@rockdalecountyga.gov)

To maintain a "level playing field", and to assure that all consultants receive the same information, consultants are requested **NOT** to contact anyone other than the contact above until after the award of the contract. Doing so will result in disqualification of the consultant.

**ITB COPIES FOR EVALUATION:**

One (1) original hard copy and four (4) compact disc (CD's) in Adobe PDF format will be required for review purposes. CD's that are blank or have incorrect information on them will not be acceptable and may be justification for disqualification. Check your disk(s) to ensure that they have the appropriate material before submitting.

**DUE DATE:**

Qualifications will be received at the Rockdale County Finance Department, Procurement Division, 958 Milstead Avenue, Conyers, GA 30012 no later than **2:00 P.M., local time, Thursday, May 18, 2017**. Bids received after this time will not be accepted.

**QUESTIONS AND CLARIFICATIONS:**

All questions and/or requests for clarifications concerning this ITB must be submitted to the Purchasing Division via email to [meagan.porch@rockdalecountyga.gov](mailto:meagan.porch@rockdalecountyga.gov) or at the above address no later than **2:00 p.m., local time, on Thursday, May 11, 2017**. It shall be the Bidders responsibility to seek clarification as early as possible prior to the due date and time. Written responses from the County to the questions it receives will be in an addendum and posted to the County's website at [www.rockdalecountyga.gov](http://www.rockdalecountyga.gov), under Bid Opportunities. Questions or requests for clarifications received after this deadline will not receive a response.

**ADDENDA:**

Answers to questions submitted that materially change the conditions and specifications of this ITB will be issued in an addendum and posted to the County's website at [www.rockdalecountyga.gov](http://www.rockdalecountyga.gov) under Bid Opportunities. Any discussions or documents will be considered non-binding unless incorporated and issued in an addendum.

**LOCAL VENDOR PREFERENCE POLICY**

The Rockdale County Board of Commissioners adopted a Local Vendor Preference Policy on March 26, 2013. The policy will apply to all qualified Request for Qualifications after May 1, 2013. The Local Vendor Preference Policy allows Rockdale County vendors to get an extra 5 points on the evaluation criteria scoring for Request for Qualifications. A copy of the Policy may be downloaded from the County website at [www.rockdalecounty.org](http://www.rockdalecounty.org), under Finance/Purchasing.

The Local Vendor Preference Policy will apply to this ITB.

**QUALIFICATIONS OF OFFERORS:**

Vendors must have a current business license from their home based jurisdiction and provide a copy of that license with the submittal of their proposal response.

Qualifications from any vendor that is in default on the payment of any taxes, license fees, or other monies due to Rockdale County will not be accepted.

**PROPRIETARY INFORMATION**

Careful consideration should be given before submitting confidential information to Rockdale County. The Georgia Open Records Act permits public scrutiny of most materials collected as part of this process. Please clearly mark any information that is considered a trade secret, as defined by the Georgia Trade Secrets Act of 1990, O.C.G.A. §10-1-760 et seq., as trade secrets are exempt from disclosure under the Open Records Act. Rockdale County does not guarantee the confidentiality of any information not clearly marked as a trade secret.

**SELECTION PROCESS:**

The Rockdale County Procurement Office and Evaluation Committee makes a recommendation for award. The Board of Commissioners will make the actual award of the contract and has the authority to award the contract to a company different than the company recommended by the Procurement Office and/or Evaluation Committee.

Award will be made to the responsible vendor whose product qualifications represent the best value after evaluation in accordance with the factors listed below. Rockdale County Board of Commissioners may reject any or all qualifications and to waive any technicalities or informalities if such action is in the County's interest.

Rockdale County may evaluate qualifications and award a contract without discussions with vendors. Therefore, the vendor's initial qualification should contain the consultant's best terms from a technical standpoint. The County reserves the right to conduct discussions if the County later determines them to be necessary.

The County intends to award the contract to the responsible and responsive consultant whose qualification is determined in writing to be the most advantageous to the County taking into consideration all of the evaluation criteria.

Vendors will be evaluated based on the compliance with specifications outlined below and lowest pricing offered.

**GENERAL INFORMATION**

No ITBs received after said time or at any place other than the time and place as stated in the notice shall be considered. No responsibility shall attach to Rockdale County for the premature opening of a response not properly addressed and identified.

**WITHDRAWAL OF QUALIFICATIONS:**

A vendor may withdraw their submittal before the due date, without prejudice to the vendor, by

submitting a written request of withdrawal to the Rockdale County Procurement Office.

**REJECTION OF QUALIFICATIONS:**

Rockdale County may reject any and all ITBs and must reject a qualification of any party who has been delinquent or unfaithful in any formal contract with Rockdale County. Also, the right is reserved to waive any irregularities or informalities in any qualification in the soliciting procedure. Rockdale County shall be the sole judge as to which qualification is best, and in ascertaining this, will take into consideration the business integrity, financial resources, facilities for performing the work, and experience in similar operations of the various consultants.

**NON-COLLUSION AFFIDAVIT:**

By submitting an response, the vendor represents and warrants that such proposal is genuine and not sham or collusive nor made in the interest or in behalf of any person not therein named, that the vendor has not directly or indirectly induced or solicited any other vendor to put in a sham response, or any other person, firm or corporation to refrain from proposing and that the vendor has not in any manner sought by collusion to secure to that vendor any advantage over any other vendor.

**INTEREST OF:**

By submitting a bid response, the consultant represents and warrants that a Commissioner, Administrator, employee, nor any other person employed by Rockdale County has, in any manner, an interest, directly or indirectly, in the proposal or in the contract which may be made under it, or in any expected profits to arise there from.

**DOCUMENTS DEEMED PART OF THE CONTRACT:**

The notice, invitation to vendors, general conditions, and instructions for vendors, special conditions, specifications, proposal, and addenda, if any, will be deemed part of the contract.

**STANDARD INSTRUCTIONS**

1. The instructions contained herein shall be construed as a part of any solicitation invitation and/or specifications issued by Rockdale County and must be followed by each consultant.
2. The following number, **17-20** must be written clearly on the outside of each ITB envelope in order to avoid prior opening in error.
3. All ITB responses must be received in-hand at solicitation due date and time. Each vendor assumes the responsibility for having his/her bid response received at the designated time and place of solicitation due date. Responses received after the stated time and date may be subject to rejection without consideration, regardless of postmark. Rockdale County accepts no responsibility for mail delivery.
4. Unless otherwise stated, all responses submitted shall be valid and may not be withdrawn for a period of 120 days from the due date.
5. Each response form submitted must include the name of the business, mailing address, the name, title and signature of the person submitting the proposal. When submitting a bid response to Rockdale County the first page of your package should be the solicitation form listing the price, delivery date, etc., unless the solicitation form is requested to be in a separate envelope.
6. Telephone, Telegraphic or Facsimile proposals will not be accepted.
7. If applicable, warranty information shall be provided.
8. Vendors shall identify any sub-contractors, and include an explanation of the service or product that they may provide.

## CONSULTANT QUALIFICATIONS AND RESPONSIBILITIES

### PREPARATION OF THE PROPOSAL

Bid responses should be submitted in binders, or spiral bound, tabbed for each section outlined below. The total length of the proposal, including cover letter, should be no more than 10 pages. Font size should be no smaller than 11 point. Section dividers will not count toward the 11 page limit.

Proposals must be submitted in the following format:

1. Cover Letter
2. Firm Background
3. Specification/Compliance checklist
4. Bid Estimate

#### TAB 1: COVER LETTER

The cover letter should briefly introduce your firm and any sub-contractors.

- Specify the location of your local office from where service and support for equipment will be supplied;
- List the individual with contract signatory to enter into an agreement with Rockdale County; and
- Provide contact information for any follow-up questions regarding this ITB.

#### TAB 2: FIRM BACKGROUND

Provide a general description of your firm, including information related to its history, overall size, and local Georgia resources with direct emphasis on CCTV Equipment service needs, training, and software support.

#### TAB 3: SPECIFICATION COMPLIANCE CHECKLIST

Complete the specification compliance checklist for each section and explain variances. Separate field and office software packages will be considered.

#### Tab 4: Bid Estimate

Complete the bid estimate for the entire system as specified.

## Specification Requirements for Portable CCTV Pipe Inspection System, Trailer and Software

### *I. System Basics*

Complete inspection system shall have:

1. Three components:
  - a. Automatic cable drum with cable
  - b. Single hand held operator pendant with viewing, digital recording and system controls
  - c. Crawler with zoom camera for 6" diameter and larger pipe inspection
2. Ability to connect to a network via network cable port for lifetime remote firmware upgrades and/or diagnostic services and data exchanges.
3. Camera and crawler operator functions to be able to work simultaneously.
4. Self contained, lockable, water proof transportation trailer rated for standard roadway use.
5. Auxiliary light and wheel kits.

**Comply: Yes / No (Circle One)**

**Comments:** \_\_\_\_\_  
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### *II. Operator Pendant and Wireless Controller*

The system control pendant shall have:

1. At minimum an 8" hand held color touch-screen monitor with minimum 800 x 600 display resolution for viewing, recording video and accessing control and configuration functions.
2. Pendant to have strap-handles and be curved for comfortable operation.
3. Power on/off switch.
4. Standard ability to connect to a network in order to access remote server download for lifetime automatic performance and feature upgrades and data exchange.
5. Optional ability to connect to a network in order to work with troubleshooting software for remote diagnosis.
6. Integral error code maintenance and repair protocol which informs the operator of current or pending operating or maintenance tasks that need to be addressed by flashing a code or warning during use.
7. Backside of pendant to have mounting hardware for various storage and mounting options. System to provide hardware for tilting-mount on a desktop or other flat surface.
8. Dual software programmed joysticks for camera and crawler functions.
9. Video signal output.
10. Multifunction joystick to control crawler's forward/reverse, left/right turning and speed.
11. Multifunction joystick to control camera's pan/tilt, zoom and home functions.
12. Controls for manual and automatic focus of camera.
13. Ability to display crawler pressure, temperature, sonde status, pitch (inclination) and roll.
14. Controls for adjusting illumination intensity of camera and auxiliary lighting.
15. Ability to control cable reel functions: auto, manual, speed, direction, torque of the cable reel.
16. A master single button to regain control from wireless controller.

17. Control cable that connects the automatic cable drum with the pendant via an emergency on/off switch box junction.
18. Ability to record digital video.
19. Ability to capture digital stills.
20. Ability to generate text on video.
21. Ability to inform operator if operator is close to flipping the crawler.
22. Ability to directly engage or disengage electronic clutch.
23. Ability to capture, correlate and store still images with distance and observation information, all of which can be output into several reporting packages or viewed onscreen.
24. Captured data can be output via a PACP compliant database file which will automatically validate and populate relevant fields within existing or new software database.
25. PACP compliant coding platform with prompts for mandatory fields.
26. Captured visual data can be printed in an inspection report that has manhole to manhole schematic, observations, distances, asset information, operator details and PACP codes.
27. Ability to operate crawler in cruise control mode where an operator does not need to touch the joystick for crawler speed.
28. Ability to view system operational history and performance
29. Ability to view a full schematic and observation inspection report on the pendant.
30. Ability to pause video when adding an observation so as to not waste video file storage capacity.
31. Ability to generate a graphic inclination report to show pipe grade along inspection route.
32. Minimum file storage for an average of 40 hours of digital video or thousands of digital stills.
33. Output compartment that contains S-video, USB and network connections.
34. On/off control of digital zoom function.
35. On/off control of auto shutter speed.
36. Control for remotely controlled motorized camera lift.
37. Short cut button to activate automated software routine for viewing laterals on the left.
38. Short cut button to activate automated software routine for viewing laterals on the right.
39. Short cut button to activate automated software routine for performing a circumferential scan of a pipe joint.
40. Short cut button to activate automated software routine for auto-return that automatically returns the crawler within 5 feet of the insertion manhole and alerts the operator of its return for final extraction.
41. The ability to operate larger and smaller crawlers with no need for additional control unit or cable upgrades.
42. Total weight of no more than 10 lbs.

**Comply: Yes / No (Circle One)**

**Comments:** \_\_\_\_\_  
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**III. Wireless controller shall have**

1. Portable battery powered belt clip wireless controller with crawler, camera and cable reel functions for easy direct single person deployment and retrieval of the crawler at the access points.
2. Wireless controller to have dual function buttons with clear labels as the function of each.
3. Wireless controller to have colored LED indicators to inform operator as to what functions the buttons are activated for.
4. Digital control to have a range of at least 50' without radio frequency interference being able to compromise the signal.
5. Wireless encoder must work with a specific system in order to provide secure control when several systems are being operated in the same area. For operator safety and system protection, there shall be no chance for operational interference.

**Comply: Yes / No (Circle One)**

**Comments:** \_\_\_\_\_  
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**IV. Steerable Motorized Crawler**

The system crawler shall have:

1. Minimum of 6-wheel drive (3 wheels per side) to generate traction necessary to crawl at least 1000' in wet and slippery pipes.
2. There shall exist a wheel configuration that avoids high centering and can traverse over joints and debris.
3. The tractor shall have proportional left, right, forward and reverse capability via manual and automatic controls amongst the operator pendant and wireless controller.
4. Proportional steering means that the wheels on the left and the right of the crawler will move proportionally at the same time to move the crawler in the intended left, right, forward, backward or combination direction. Crawlers that can only drive in a single direction to the left, right, forward or backward at a time will be deemed unacceptable.
5. An electronic clutch that can be engaged and disengaged without needing to move the crawler. Systems that demand movement of the crawler to engage or disengage a mechanical clutch will be deemed unacceptable.
6. System to be isolated and protected so that electronic components will not be destroyed if there is a cut and connection between power and other wires within the cable.
7. Full sensor package with inclination, roll, sonde, pressure, heat and motor readings.
8. Optional rearview color camera with LED lighting with no increase in the diameter of the crawler body.
9. Ability to remotely toggle between rear- and forward-viewing cameras using the operator control pendant.
10. Rear receptacle that allows cable attachment with no special tools needed.

11. Cable connector with a secure connection and pull strength beyond the 1000-lb-rated break strength of the cable.
12. Length that allows for easy navigation through 90-degree inverts without rolling.
13. Tractor chassis of hardened metals only, and must ensure maximum protection against leaks and bending stresses.
14. Wheels shall be tapered and conform to pipe sidewalls.
15. All wheels shall have a method for secure and quick wheel change-out. Systems that use bolts and washers as the only means to secure a wheel will be deemed unacceptable.
16. Control architecture that allows for precision control, diagnostic monitoring and future upgradeability.
17. Multiple wheel sets and spacers for inspection of pipes 6-24".
18. System shall include:
  - a. Rubber wheels grooved and smooth for both small and large pipes.
  - b. Grease wheels set with traction grit embedded for both small and large pipes.
  - c. Carbide wheels set for both small and large pipes.
19. Must be able to fit in 8" pipe with auxiliary lighting attached.
20. Rear cable connector must be designed to provide protection to cable during deployment into manhole.
21. Stainless cable connector must carry a lifetime warranty.
22. Integral sonde to facilitate locating crawler.
23. Auxiliary lighting shall provide:
  - a. LED lamps adequate for inspecting large pipes.
  - b. Easy mounting to crawler with no exposed wiring or pigtailed.
  - c. Waterproof design with ability to withstand external pressure.
24. Remotely operated motorized camera lift that has:
  - a. Ability to raise camera at least 6" from complete down position.
  - b. Ability to attach to crawler with no special tools and easy connector.
  - c. Internal pressurization to protect against water ingress.
  - d. Accessory port for access to power, video and CAN BUS control.
  - e. Can be remotely controlled using operator pendant.
  - f. Ability to make direct, waterproof connection to camera port for power, video and control. Systems with pigtailed or loose wires will be deemed unacceptable.
  - g. Ability to accept pan/tilt color zoom camera or side scanning camera without compromising any of the camera's functionality.
  - h. Ability to be controlled via automated software routines where auto centering and other features can be conducted with the single push of a button.
25. Large-diameter carriage that has:

- a. The ability to use the same base crawler and remotely operated camera lift and wheel options, carriage to provide centering performance in pipes 24-48".
- b. Ability to attach to crawler with minimum hardware and a single tool.
- c. Compatibility with all large crawler wheel sets.
- d. Must have greater clearance along centerline, which, along with large wheels, reduces resistance of water flow on crawler.
- e. Ability to add weight plate to bottom of crawler.

**Comply: Yes / No (Circle One)**

**Comments:** \_\_\_\_\_

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#### **V. Pan/Tilt Color Zoom Camera**

*The system camera shall have:*

1. Minimum 10X optical zoom with 12X digital zoom multiplier for a total zoom of 120X.
2. Ability to produce a high-quality color video image with a readable resolution of no less than 420 HTV lines.
3. Pan and tilt motors with no exposed gears or wires.
4. Ability to pan a full 360 degrees and tilt  $\pm 135$  degrees for full viewing of laterals and joints.
5. Ability to view behind crawler for upstream view.
6. Solid-state circuitry designed to withstand shock and vibration while being pushed, pulled or propelled through the pipe.
7. Ability to connect to crawler body with waterproof connection plug.
8. Front housing made of aluminum and stainless steel, with windshield made of impact-resistant, distortion-free material.
9. Housing that is fully sealed and waterproof per IP68 to withstand external pressure up to 1 bar without damage or leaking.
10. Encoders to measure pan and tilt position, allowing camera to be controlled using automated software routines stored in the operator pendant and to show camera position on the pendant.
11. Lighting must illuminate targets beyond 10'.
12. A valve for purge and pressurization of camera-body. (Pressurization helps prevent ingress of water and helps prevent internal condensation and fogging.)
13. Integral clutches to protect pan and tilt motors.

**Comply: Yes / No (Circle One)**

**Comments:** \_\_\_\_\_

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#### **VI. Motorized Automatic Cable Drum**

*The system cable reel shall have:*

1. Capacity for the systems 1000' cable.
2. A hub equipped with a continuous-contact slip-ring assembly to allow the cable to be dispensed and retrieved while the camera and tractors are operational.
3. A motorized system with sensors that monitor cable tension in order to coordinate cable feed/retrieval with direction and exact speed of the crawler.
4. Ability to perform all forward, backward and different speed functions without the operator having to control any cable reel functions directly.
5. An emergency stop switch.
6. Work with pendant based speed and torque controls to adjust for different pipe conditions and user preferences.
7. Work with a remote wireless pendant granting control of crawler and reel while away from the primary control pendant.
8. Ability to operate manually, with direct control of speed, direction and torque.
9. Large extension pulley arm option for extending the cable drop point 3' from the cable reel.
10. Integral drip tray at bottom beneath stored cable cabinet that allows for liquids to drain and be collected in a specific area for health and safety reasons which can be slid out the front without tools for emptying and cleaning.
11. BNC video output for local video connection.
12. Handles for easy movement and transport.
13. Pendant-based power/torque controls for winching back crawler in optional free-wheel mode.
14. All moving hazardous components to be completely covered/enclosed to prevent injury – hand or clothing can't reach dangerous moving parts. Open access design of the front, top and sides where an operator can touch level-wind mechanism, gears, chains and belts will be deemed unacceptable.
15. Optional cable protection accessories, including:
  - a. Upper cable guide roller mounted to lightweight frame to protect cable from abrasion during operation, and to limit operator strain during setup.

**Comply: Yes / No (Circle One)**

**Comments:** \_\_\_\_\_  
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#### ***VII. Lightweight Heavy Duty Transmission Cable***

*The system cable shall have:*

1. 1000' of cable with continuous-length multi-conductor wires for lightweight and easy maintenance performance.
2. Kevlar reinforcement to provide a minimum break strength of 1000 lbs.

3. Light weight, to promote portability, long crawler runs and easy handling for multiple sized crawlers.
4. Strain relief to be internal to the cable and cable connector. No external wires, pig tails or other visible external strain mechanisms will be accepted.
5. Waterproof rating of at least 1 atmosphere.
6. Tough outer jacket to resist tears and scrapes.
7. Smooth outer jacket to reduce friction.
8. Steel-armored jacket at crawler end to prevent cable damage around pipe bends.
9. Solid stainless steel connector at crawler end that does not require tools or screws.
10. Compatibility with fully automatic cable reel or manual cable reel.
11. Cable to be only single connection regardless of use of optional items such as additional lighting, side scanning camera, rear camera, laser circle, laser dots, remotely operated lift or large pipe carriage.

**Comply: Yes / No (Circle One)**

**Comments:** \_\_\_\_\_

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#### **VIII. Data Collection Software and Hardware**

*The CCTV Data Collection System shall allow for data collection, logging, video image character overlay, still image and live video capture, report generation and printing. This can be utilized through a combination of field data collection and office data management software. Details should be provided in comment area for each section.*

1. The software shall be certified by NASSCO for the PACP version 7.0.
2. Pipe Inspection Data Collection system will be required to integrated with data collection mainline camera inspection unit. All hardware, software and cabling shall be included in the proposal.
3. All computers shall be built for use in an industrial environment where it is known that the equipment will be subject to frequent mechanical shock. This shall include incorporating shock mounted and locked circuit boards and a heavy duty computer case with handles & lockable access cover to protect controls.
4. Proposed hardware platform should be of a specific level of quality that Pipeline Inspection system software upgrades will not require hardware changes for a minimum of 4 years.
5. Protection Plus Warranty for 3 years to include damage from accidental drops, harsh environmental conditions and other unintentional mishaps.
6. DVD Recorder System
7. Pipeline Data Collection & Real Time Video Capture and Titler (embedded or exterior)
8. For each inspection, the user shall be able to review the inspection information recorded by the operator, the defect/observation information, watch the entire inspection video, and print customized reports.
9. A scoring system incorporated in the software shall assist personnel in making proper pipe condition assessments. Scoring is to be based upon grades assigned to observation codes and calculated using standard PACP algorithms.
10. The software's basic module database shall have the means to sort in ascending and descending order according to date, pipe id, street name, structure id, observed footage, pipe materials, pipe diameters, work order numbers, etc.

11. The application software shall be capable of controlling the following functions: play, eject, live to recorder video, stop, still, record, rewind, fast forward, reset counter.
12. Data gathered during the project inspection shall be available to view by the selected structure. Therefore, all inspections can be viewed on a structure even if gathered in different projects.
13. A context-sensitive, complete on-screen help file should be available.
14. Drop-down boxes shall be available to quickly reference common information such as defects, pipe materials, survey purpose, locations, pipe usage, etc.
15. Software should have the ability to make survey fields mandatory for the CCTV operator.
16. Software should include a Reader that is free and redistributable and can be installed on any computer to share the collected data.
17. Users shall be able to "single click" to burn CD/DVD's, or generate reports.
18. The user shall be able to change the field labels. The module to change labels shall be part of the system and shall not require third party software.
19. All drop-down look up values shall be customizable by the end user without the use of third party programs.
20. The application shall allow for the addition of the optional PACP custom fields available in the user interface without the need of third party applications.
21. The inspection software shall include Manhole/Structure inspection module to capture inspection and observation details that shall be linked to the manhole, structure or node.
22. On playback, single click selection of a Main, Lateral or Node Observation shall start the video from the moment the observation was made, and subsequent selections of observations will "jump" the video playback to the corresponding spot
23. Footage count shall be attached to the corresponding video image and shall appear on the reports indicating the correct footage when the image was captured during the pipeline inspection.
24. During data collection:
  - a. Each observation code shall be validated for all required mandatory entries upon input.
  - b. Continuous defect numbering shall be automatically recorded and displayed in the data log, and closure requires just one click of the mouse.
  - c. A severity rating for each observation/defect noted shall be collected. The severity rating shall be able to vary based upon the user's defined severity standard and shall coordinate with the defect.
  - d. The observation area of the field software shall allow for unlimited observations to be input for each inspection.
  - e. The field software must be customizable to fit any header or code list as desired and determined by the County. Including but not limited to the latest NASCCO PACP v7 format.
  - f. The user shall have the ability to create drop-down menus for any or all of the values listed in the header section information area. These drop-down menus shall be configured to either allow free typing or limit the user's choice to one of the items in the list.
  - g. The licensed software provided in the field vehicle shall be an editing and modifying version of software.
  - h. The inspection database shall include an asset-based architecture which allows multiple inspections to be performed and retained as a historical record for the same physical location (asset).
  - i. The "project- based" database architecture shall store and immediately show all inspections for each asset.
  - j. The code editor shall provide the ability to add, modify, and/or delete the code systems per the inspection requirements or user's preferences.
  - k. A "thumbnail" preview of all pictures at an observation shall be available. The pictures shall be able to be expanded from thumbnail to full screen.

- l. The application shall have the ability to filter all data using any data field in the application. Filter should be savable for future use. Multiple filters can be saved. Filters can be defined graphically or by SQL query language.
- m. Users shall have the ability to perform data entry and automatically control the video text overlay simultaneously to eliminate the need for dual entry.

Users shall have the ability to check for invalid data. To avoid corruption, data gathered from the field inspection shall be error checked. Inconsistent or erroneous data shall automatically be displayed and allow the user or supervisor to add or change data before being input into the database.

**Comply: Yes / No (Circle One)**

**Comments:** \_\_\_\_\_

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**25. GIS Integration:**

- a. A search tool highlights items on a GIS map simply by entering an identifier number or item.
- b. The user must have the ability to select a map feature and import asset information from the GIS into the header fields of the inspection software.
- c. All costs associated with ESRI licenses needed for these capabilities to exist in the field and office must be provided to the County at no additional cost.
- d. Software must be able to import user-selected feature attributes from the GIS operating on ESRI ArcGIS platform from within the pipeline inspection program.
- e. Pipes may be selected from the map open to create a project of surveys.
- f. In the work order header, with the map open, the asset detail for the selected pipe or manhole fills the detail fields.
- g. Software shall allow user to access the GIS map within the viewer to select assets, review inspections, and run reports.
- h. Both an "import" and "export" profile shall be provided in the software to strictly control the attributes exchanged between the GIS and Inspection systems.
- i. An interactive and integrated GIS map shall be viewable from within the application and allow for the initiation of inspection, creation of multiple inspections in a project format, viewing, exporting, burning, and reporting of inspections for selected assets, map layer management, and customizable filtering capabilities for selection of map features.
- j. An interface must exist that allows the user to search the map based on manhole numbers, street name or sewer district for efficient locating of map features within the field-based inspection software.

**Comply: Yes / No (Circle One)**

**Comments:** \_\_\_\_\_

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**26. Data Management and Storage:**

- a. Software shall be required to export all inspection into one comprehensive PACP version 7 database.
- b. All generated ratings for PACP shall also be required to be exported with coordinating inspection work order details.
- c. Field software must provide the ability to auto-transfer pipeline data and video from the field to the County's network and automatically update GIS database files on the truck computer.
- d. User must be able to define the location and pre-set the date and time for inspection data to be transferred as a scheduled transaction.

- e. All files created shall be of an open nature and able to be exported into other databases.
- f. Information on database schema, data file headers, format, and relations shall be available to allow the data to be directly accessed by the user for use in other applications or software.
- g. The Database structure shall have the ability to use Microsoft Access, or an OLE DB database, such as Oracle or Microsoft SQL Server.
- h. Import/Export with validation from PACP versions as well as other industry standards.
- i. Databases and media directories shall be able to be created in the default directory or on any writable drive available.
- j. The database, videos, pictures shall have the ability to be "Exported". Export is the process of selecting all or portions of the original data, video, and pictures, and creating a complete and independent copy of this information, which can be run independently or imported into the County's CMMS program, Lucity.
- k. All or part of a database can be exported from the TV Inspection database with or without videos and pictures. This new file can be burned to a CD/DVD, or transferred to a USB Hard drive and brought into the office from the truck, or vice versa.
- l. The export process shall have built-in error checking for duplicates, code validation, conflicts, updates and any modifications to the data being exported.
- m. Log files must be created for quality review purposes.
- n. The software program shall be able to combine databases from multiple sources into a master database and link media to a central location.
- o. The software shall have a Scheduler module included that allows for a daily, weekly, or monthly scheduled export and transfer of information and media to selected directory location.
- p. Exporting activities can be independently scheduled.
- q. User shall also have the ability to define when old inspection data should be purged automatically.
- r. Software must be able to distinguish between data already transferred and newly acquired inspection data since the last transfer session so that only new data is transferred.
- s. The user shall be able to import data from PACP standard databases.

**Comply: Yes / No (Circle One)**

**Comments:** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**27. Media – Video and Images:**

- a. System shall have the ability to write/save a minimum of 12 hours of video with full 'linked' pipeline data observation information. 'Linking' is defined as storing the video time or frame with each observation or defect with the ability to navigate from/to any previously recorded observation or defect instantaneously. Systems that do not provide the 'linked' video pipeline observation location and pipeline data observations for import/export shall be deemed unacceptable.
- b. System shall include MPEG 4 capture module to provide database/video linking and store 'real time' live video on the system controller's hard disc or external storage drive.
- c. Software shall have the ability to store the compressed video files in industry standard MPEG 4 format and be transferable with the inspection database by removable hard drive to an external personal computer.
- d. The system shall have videotext overlay capability.
- e. As images are captured to coordinate with an observation/defect, these files will automatically be saved utilizing a user defined naming convention
- f. When the operator determines an image is necessary to show a defect's severity, the

- operator shall, directly from the main screen of the software, be able to capture and store the image.
- g. Alternatively, the user can utilize the Auto-Snapshot feature within the software to automatically take a snapshot of every observation.
  - h. The video window shall have the capability of being sized by the user.
  - i. The user shall have the ability to playback video at various speeds (1/8x, 1/4x, 1/2x, 1x, 2x, 4x, 8x, 16x, etc).
  - j. The user shall have the ability to select a specific observation from a list of logged observations and "jump" to the exact video frame associated with that observation.
  - k. The user shall be able to "scroll" through the video utilizing a scrollbar located at the bottom of the video window to allow for quick access to portions of the inspection video.
  - l. The user shall have the ability to pause the video recording and to resume the recording while creating only one video file. There shall be no limit to the number of times the user is capable of pausing the video recording.
  - m. Video recording features shall include Stop, Pause and Resume.
  - n. Survey details will be written as text onto the video signal.
  - o. Image Capture should have Full screen controls to adjust color and sharpness.
  - p. Image Capture shall allow the user to take pictures and add additional time stamps for added defects in the log.
  - q. The Video capture files shall be in MPEG or WMV format with linking to the database Observations. The "Link" of the video capture file to the database observation file is required and each Observation shall record the name of the video file and the frame number or time stamp referencing the time in the video when the inspection was made.
  - r. The Inspection image files (pictures) shall have the ability to be exported to Industry Standard Formats to include JPEG, BMP, and TIFF formats and be transferable by disk, DVD and/or External Hard drive to an external personal computer utilizing standard viewers and printers.
  - s. There shall not be a limitation to the number of pictures allowed per observation.
  - t. Images can be captured and linked to an observation directly from "live" video during the TV inspection, or from the video playback at the office.
  - u. Footage count shall be attached to the corresponding video image and shall appear on the reports indicating the correct footage when the image was captured during the pipeline inspection.
  - v. A "thumbnail" preview of all pictures at an observation shall be available. The pictures shall be able to be expanded from thumbnail to full screen.

**Comply: Yes / No (Circle One)**

**Comments:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

#### 28. Overlay/Titler

- a. The distance (length down the pipe) shall be immediately input from the overlay/titler system and the user shall not be required to request this distance when an observation is made within the software.
- b. The overlay shall continuously display the current footage as well as insert it into the video signal, several other options may be displayed and turned on and off as the operator sees fit.
- c. A footage counter shall be attached to guide and measure cable. The cable measurement accuracy shall be plus or minus .5% per 500 feet. It shall be driven by the footage counter wheel. An electronic sensor will provide cable travel information to the computer. The computer program shall be able to recalibrate the footage.
- d. A keyboard, mouse, and footage counter shall provide the interfaces to the Video Character Generator and controller's windows program. Camera footage shall be

maintained in real time and shall be displayed on the video monitor as well as the video character generators illuminated footage display at the control console. All other information for titling shall be sent to the character generator by a serial communication port connection from the system controller.

- e. An Overlay/Title that communicates with the field-based software must also be furnished. The software shall allow the user to customize which Header fields that will be displayed. The user shall also be able to customize and define placement and selection of which fields shall be displayed persistently throughout inspection of pipe
- f. Throughout the pipeline inspection, the software shall be capable of automatically displaying the observations/defects noted on the video for a user defined amount of time (measured in seconds).
- g. The operator shall have the ability to reset the distance.
- h. The operator shall have the ability to preset the distance.
- i. The operator shall have the ability to change character colors.
- j. The operator shall have the ability to modify the background color appearing behind text from transparent, black or white.
- k. The operator shall have the ability to remove all overlay display off screen, without stopping the distance counter from continuing to count if cable is pulled out or in.

**Comply: Yes / No (Circle One)**

**Comments:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## 29. Reports

- a. All reports should have the ability to be printed in batch mode or individually.
- b. Reports should be color-coded to five PACP defect categories or grade values for easy viewing and identifying of critical pipes.
- c. A pipe graph shall be interactive and the pane viewable during the inspection.
- d. The pipe graph shall show service connections with a graphic indicating the location of the connection.
- e. Footage count shall be attached to the corresponding video image and shall appear on the reports indicating the correct footage when the image was captured during the pipeline inspection.
- f. A report showing defects by inspection shall be available and programmable to list specific defects observed with corresponding footage, starting and ending manhole numbers, structural pipe defects (i.e. cracks, offsets, defective laterals, collapsed pipe, etc) and service oriented defects (i.e. roots, grease, obstructions, infiltration, etc).
- g. A report showing grading scores shall be available and summarize the structure ID's, pipe material and diameter, and the PACP grade scores for each survey with totals.
- h. The software shall allow users to create additional reports as needed.
- i. All reports printed within the field-based software shall be customizable to include items that the County desires (including logos, graphics, contact information, etc).
- j. The user shall have the option to print Inspection Image printouts. The user shall have the ability to control the number of images that print per report page.
- k. On the Inspection Image printout, below each image shall be shown the footage/metric distance the image coordinates with, and the observation/defect description selected for the image.
- l. The following types of reports should be included in the standard software issued:
  - 1) Site Observation: Displays detailed site observation reports in landscape or portrait views.
  - 2) Directory Report: Displays a list of all projects sorted by street name.
  - 3) Pipe Inspection: Displays a graphical display of the site including footage, observations, and comments.

- 4) PACP Pipe Scores: Displays the PACP Pipeline Work Order Header information, and the individual Observation Structural and Observation grades, Pipeline Segment Grade scores, Structural Pipe Rating, Operation and Maintenance Pipe Rating, Overall Pipe Rating, Peak Observation Score, and PACP Quick Rating for Pipeline.

**Comply: Yes / No (Circle One)**

**Comments:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**30. Setup and Training**

Successful bidder must provide the following installation and training as part of the overall system package:

- a. Two (2) days of on-site training and installation for both field-based and office-based software.
- b. Any non-compliance or alternatives need to be listed in the connects section below so it can be evaluated, and include if it will affect the purchase price as cost needs to be listed with the bid.
- c. Manufacturer shall have full time, in house support staff for both hardware and software.
- d. Three years of enhanced software support shall be provided at no cost to the end user.
- e. Maintenance and Upgrades free for one year
- f. Vendor shall offer comprehensive Annual Support Plans which include Web-based troubleshooting tools, online assistance, user forums, and access to downloadable upgrades and documentation via an established Support web site.

**Comply: Yes / No (Circle One)**

**Comments:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## BID FORM

Instructions: Complete all THREE parts of this Bid Form.

### PART I: Cost Estimate

<b>As defined in specs: Portable CCTV Unit, Accessories, Software, and Training</b>	\$ .00	<b>Total</b>
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### PART II: Addenda Acknowledgements (if applicable)

Each consultant is responsible for determining that all addenda issued by the Rockdale County Finance Department – Purchasing Division have been received before submitting an SOQ.

Addenda	Date Vendor Received	Initials
"1"		
"2"		
"3"		
"4"		
"5"		
"6"		

### PART III: SubContractor Information:

Company Name	
Address	
Telephone	
E-Mail	
Representative (print name)	
Signature of Representative	
Date Submitted	

**ROCKDALE COUNTY BOARD OF COMMISSIONERS**  
**NON-COLLUSION AFFIDAVIT OF VENDOR**

State of \_\_\_\_\_)

County of \_\_\_\_\_)

\_\_\_\_\_, being first duly sworn, deposes and says that:

(1) He is \_\_\_\_\_ (owner, partner officer, representative, or agent) of \_\_\_\_\_, the Vendor that has submitted the attached RFQ;

(2) He is fully informed respecting the preparation and contents of the attached RFQ and of all pertinent circumstances respecting such RFQ;

(3) Such RFQ is genuine and is not a collusive or sham RFQ;

(4) Neither the said Vendor nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affidavit, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Vendor, firm or person to submit a collusive or sham RFQ in connection with the Contract for which the attached RFQ has been submitted or refrain from proposing in connection with such Contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Vendor, firm or person to fix the price or prices in the attached RFQ or of any other Vendor, or to fix any overhead, profit or cost element of the proposing price or the proposing price of any other Vendor, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against Rockdale County or any person interested in the proposed Contract; and

(5) The price or prices quoted in the attached RFQ are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Vendor or any of its agents, representatives, owners, employees, or parties in interest, including this affidavit.

\_\_\_\_\_  
 (Signed)

\_\_\_\_\_  
 (Title)

Subscribed and Sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20

Name \_\_\_\_\_

Title \_\_\_\_\_

My commission expires (Date)

**ROCKDALE COUNTY BOARD OF COMMISSIONERS  
NON-COLLUSION AFFIDAVIT OF SUB-CONSULTANT**

State of \_\_\_\_\_ )

County of \_\_\_\_\_ )

\_\_\_\_\_, being first duly sworn, deposes and says that:

(1) He/She is \_\_\_\_\_ (owner, partner officer, representative, or agent) of \_\_\_\_\_, the sub-consultant that has submitted the attached RFQ;

(2) He is fully informed respecting the preparation and contents of the attached RFQ and of all pertinent circumstances respecting such RFQ;

(3) Such RFQ is genuine and is not a collusive or sham RFQ;

(4) Neither the said sub-consultant nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affidavit, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Vendor, firm or person to submit a collusive or sham RFQ in connection with the Contract for which the attached RFQ has been submitted or refrain from proposing in connection with such Contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Vendor, firm or person to fix the price or prices in the attached RFQ or of any other Vendor, or to fix any overhead, profit or cost element of the proposing price or the proposing price of any other Vendor, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against Rockdale County or any person interested in the proposed Contract; and

(5) The price or prices quoted in the attached RFQ are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the sub-consultant or any of its agents, representatives, owners, employees, or parties in interest, including this affidavit.

\_\_\_\_\_  
(Signed)

\_\_\_\_\_  
(Title)

Subscribed and Sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

Name \_\_\_\_\_

Title \_\_\_\_\_

My commission expires (Date)

**Consultant Affidavit under O.C.G.A. §13-10-91(b)(1)**

By executing this affidavit, the undersigned consultant verifies its compliance with O.C.G.A. §13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services on behalf of (\_\_\_\_\_) has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. §13-10-91. Furthermore, the undersigned consultant will continue to use the federal work authorization program throughout the contract period and the undersigned consultant will contract for the physical performance of services in satisfaction of such contract only with sub-consultants who present an affidavit to the consultant with the information required by O.C.G.A. §13-10-91(b). Consultant hereby attests that its federal work authorization user identification number and date of authorization are as follows:

\_\_\_\_\_  
Federal Work Authorization User Identification Number

\_\_\_\_\_  
Date of Authorization

\_\_\_\_\_  
Name of Consultant

\_\_\_\_\_  
Name of Project

\_\_\_\_\_  
Name of Public Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on \_\_\_\_\_, \_\_\_\_, 201\_\_ in \_\_\_\_\_(city), \_\_\_\_\_(state).

\_\_\_\_\_  
Signature of Authorized Officer or Agent

\_\_\_\_\_  
Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME  
ON THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 201\_\_.

\_\_\_\_\_  
NOTARY PUBLIC  
My Commission Expires:  
\_\_\_\_\_

**Sub-consultant Affidavit under O.C.G.A. § 13-10-91(b)(3)**

By executing this affidavit, the undersigned sub-consultant verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services under a contract with (name of consultant) on behalf of (name of public employer) has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91. Furthermore, the undersigned sub-consultant will continue to use the federal work authorization program throughout the contract period and the undersigned sub-consultant will contract for the physical performance of services in satisfaction of such contract only with sub-consultants who present an affidavit to the sub-consultant with the information required by O.C.G.A. § 13-10-91(b). Additionally, the undersigned sub-consultant will forward notice of the receipt of an affidavit from a sub-consultant to the consultant within five business days of receipt. If the undersigned sub-consultant receives notice that a sub-consultant has received an affidavit from any other contracted sub-sub-consultant, the undersigned sub-consultant must forward, within five business days of receipt, a copy of the notice to the consultant. Sub-consultant hereby attests that its federal work authorization user identification number and date of authorization are as follows:

\_\_\_\_\_  
Federal Work Authorization User Identification Number

\_\_\_\_\_  
Date of Authorization

\_\_\_\_\_  
Name of Sub-Consultant

\_\_\_\_\_  
Name of Project

\_\_\_\_\_  
Name of Public Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on \_\_\_\_\_, \_\_\_\_, 201\_\_ in \_\_\_\_\_(city), \_\_\_\_\_(state).

\_\_\_\_\_  
Signature of Authorized Officer or Agent

\_\_\_\_\_  
Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME  
ON THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 201\_\_.

\_\_\_\_\_  
NOTARY PUBLIC  
My Commission Expires:  
\_\_\_\_\_

**Sub-Consultant Affidavit under O.C.G.A. §13-10-91(b)(4)**

By executing this affidavit, the undersigned sub-consultant verifies its compliance with O.C.G.A. §13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services under a contract for (name of sub-consultant or sub-sub-consultant with whom such sub-consultant has privity of contract) and (name of consultant) on behalf of (name of public employer) has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. §13-10-91. Furthermore, the undersigned sub-consultant will continue to use the federal work authorization program throughout the contract period and the undersigned sub-consultant will contract for the physical performance of services in satisfaction of such contract only with sub-consultants who present an affidavit to the sub-consultant with the information required by O.C.G.A. §13-10-91(b). The undersigned sub-consultant shall submit, at the time of such contract, this affidavit to (name of sub-consultant or sub-consultant with whom such sub-consultant has privity of contract). Additionally, the undersigned sub-consultant will forward notice of the receipt of any affidavit from a sub-sub-consultant to (name of sub-consultant or sub-consultant with whom such sub-consultant has privity of contract). Sub-consultants hereby attest that its federal work authorization user identification number and date of authorization are as follows:

\_\_\_\_\_  
Federal Work Authorization User Identification Number

\_\_\_\_\_  
Date of Authorization

\_\_\_\_\_  
Name of Sub-Consultant

\_\_\_\_\_  
Name of Project

\_\_\_\_\_  
Name of Public Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on \_\_\_\_\_, \_\_\_\_\_, 201\_\_ in \_\_\_\_\_(city), \_\_\_\_\_(state).

\_\_\_\_\_  
Signature of Authorized Officer or Agent

\_\_\_\_\_  
Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME  
ON THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 201\_\_.

\_\_\_\_\_  
NOTARY PUBLIC

My Commission Expires: \_\_\_\_\_

**Affidavit Verifying Status  
For County Public Benefit Application**

By executing this affidavit under oath, as an applicant for the award of a contract with Rockdale, County Georgia, I \_\_\_\_\_ [Name of natural person applying on behalf of individual, business, corporation, partnership, or other private entity] am stating the following as required by O.C.G.A. Section 50-36-1:

1) \_\_\_\_\_ I am a United States citizen

**OR**

2) \_\_\_\_\_ I am a legal permanent resident 18 years of age or older or I am an otherwise qualified alien or non-immigrant under the Federal Immigration and Nationality Act 18 years of age or older and lawfully present in the United States.\*

In making the above representation under oath, I understand that any person who knowingly and willfully makes a false, fictitious, or fraudulent statement or representation in an affidavit shall be guilty of a violation of Code Section 16-10-20 of the Official Code of Georgia.

\_\_\_\_\_  
Signature of Applicant:

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name:

\* \_\_\_\_\_  
Alien Registration number for non-citizens

SUBSCRIBED AND SWORN  
BEFORE ME ON THIS THE  
\_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Notary Public  
My commission Expires:

**\*Note:** O.C.G.A. § 50-36-1(e)(2) requires that aliens under the federal Immigration and Nationality Act, Title 8 U.S.C., as amended, provide their registration number. Because legal permanent residents are included in the federal definition of "alien", legal permanent residents must also provide their alien registration number. Qualified aliens that do not have an alien registration number may supply another identifying number below.

\_\_\_\_\_