



## Randolph County Department of Social Services

1512 N. Fayetteville Street, Asheboro, NC 27203

*Serving by empowering, protecting, educating, and promoting stability.*

Request for Proposal: Security Camera System at Social Services

RFP# 19-0910

Issued on Tuesday, September 10, 2019

## NOTICE TO VENDORS

Pursuant to General Statutes of North Carolina Section 143-129.8 as amended, proposals will be received by the Randolph County Purchasing Officer for the following:

### SECURITY CAMERA SYSTEM

Randolph County is requesting proposals from qualified contractors to provide a security camera system for the Randolph County Department of Social Services located at 1512 North Fayetteville Street, Asheboro, North Carolina 27203. The proposal submitted in response to this RFP will include various combinations of equipment for each space and all associated design, installation, materials, labor and training required for a complete turn-key system.

All proposers must return a completed proposal by **Thursday, October 3rd, 2019 at 11:00 AM EST as determined by cellphone network time.**

**A mandatory pre-bid walk-through will be on Thursday, September 19, 2019 at 1512 North Fayetteville Street, Asheboro, NC 27203. Contact Pat Skelly at (336) 683-8136 to set up an appointment.** All inquiries for information concerning mandatory walk-through, Proposals, Bid Submission Requirements or Procurement Procedures shall be directed to (in writing):

Randolph County Purchasing Office  
ATTN: Lisa Garner, Purchasing Officer  
725 McDowell Rd  
Asheboro, NC 27205  
Phone: (336) 318-6304  
lisa.garner@randolphcountync.gov

Proposals should be emailed, mailed or hand delivered to the department shown above, marked as "Security Camera System at Social Services Proposal # 19-0910". It is the sole responsibility of the Bidder to ensure that their bid reaches the Purchasing Office by the designated date and hour indicated above.

Randolph County reserves the right to award in whole, or in part, and to accept or reject any or all proposals, to waive any technicalities or irregularities and to award to the vendor that has the best overall proposal as determined by Randolph County.

## **Issuing Office and Inquiries**

This Request for Proposal (RFP) is issued by the Randolph County Purchasing Office on behalf of Randolph County. Any inquiries, clarifications, or interpretations regarding this RFP should be directed in writing to:

Lisa Garner  
Purchasing Officer  
Randolph County Government  
725 McDowell Road  
Asheboro, NC 27205  
(336) 318-6304  
[lisa.garner@randolphcountync.gov](mailto:lisa.garner@randolphcountync.gov)

Responses to inquiries that affect the content of this RFP will be provided in writing to all recipients of the RFP through an addendum that will be posted on the County website, <http://www.randolphcountync.gov/Departments/Purchasing-Office/Bids>. It is the responsibility of each vendor to inquire about any aspect of the RFP that is not fully understood or is believed to be susceptible to more than one interpretation. **A mandatory pre-bid walk-through at 1512 North Fayetteville Street, Asheboro, NC will be on Thursday, September 19, 2019 by appointment only. No proposals will be accepted from vendors who fail to attend the walk-through. The County will accept only written inquiries regarding the RFP until Tuesday, September 24, 2019 at 11:00 A.M.** All times listed are understood to be Eastern Standard Time as determined by cellphone network time unless otherwise noted. The County's interpretation of the RFP shall be controlling in all cases.

## **Important Dates**

Issue Date:	Tuesday, September 10, 2019
Date of the Mandatory Walk-through:	Thursday, September 19, 2019 by appointment only
Final Date for Written Questions:	Tuesday, September 24, 2019 by 11:00 AM
Final Date for Addenda Posting:	Thursday, September 26, 2019 by 5 PM
Deadline for Submitting Proposals:	Thursday, October 3, 2019 at 11:00 AM
Anticipated Award Date (tentative):	October 2019

## **Introduction/Overview:**

Randolph County Department of Social Services (DSS) is currently seeking proposals for the purchase and installation of a video camera surveillance system. This system will consist of internally and externally mounted IP based cameras, network cabling, and any associated components as required for installation.

DSS currently utilizes a mixture of several analog camera systems. Due to declining system performance and lack of capabilities, the current systems need replacement. Randolph County Information Technology in conjunction with DSS IT support and DSS Security have reviewed the interior and exterior areas in need of camera surveillance and have marked these prospective camera locations on a building floorplan which is included in this document.

Randolph County currently utilizes Milestone Video Management Software, (version; XProtect Professional+ 2019 R2) in other county locations. We intend to leverage our existing investment in this enterprise software, and as such intend to add the DSS cameras installed under this project to our existing software platform.

We expect this project to be completed within 60 business days of commencement.

## **Scope of Work:**

- Provide and install 47- IP Cameras, including all necessary brackets and mounting hardware
- Provide 47- Milestone Device/Camera Software Licenses
- Position/Aim all cameras for proper area coverage and test operation
- Provide and install 47- Category 6, plenum rated UTP network cables
- Provide and install appropriate lightning protection on all outdoor cameras
- Provide and install patch panels, jacks, and all related components for cable installation
- Test all network cables for performance and provide test results via paper, and electronic copy
- Provide manufacturer's warranty coverage for cabling installed under this project
- Provide all necessary patch cables to connect cameras (2 patch cables per camera)
- Register and provide camera manufacturer's warranty information and documentation for all cameras
- Provide drawing showing camera placement upon project completion (as-built document)

## **\*Materials:**

- 3- Axis, model: P3717-PLVE Cameras
- 6- Axis, model: P3225-LVE Cameras
- 38- Axis, model: M3045-V Cameras
- All necessary camera mounting brackets and hardware
- All necessary lightning protection for outdoor cameras
- Commscope Category 6, plenum rated network cabling, white in color
- Commscope Category 6 jacks and patch panels for cable terminations
- 94- Factory made, molded, Category 6 patch cables in necessary lengths
- Plenum rated cable ties and cable supports as required
- Miscellaneous hardware and fire caulking as required

\*These are suggested materials. We will entertain materials and parts from other manufacturers or suppliers. Substituted materials or parts must be equivalent to those specified in this RFP. Any proposals containing substituted parts or materials must also contain necessary documentation showing equivalency in; quality, performance, warranty, and industry standards.

## **Deliverables:**

- 47- Milestone Device/Camera Software Licenses
- Cabling Manufacturer's Warranty Documentation
- Camera Manufacturer's Warranty Documentation
- Cable performance test results (paper and electronic copy)
- "As-Built" document, a blueprint showing each camera location

## **Standards:**

- TIA/EIA-568-B.2-1
- ANSI/TIA-607-C-1
- ONVIF

## **Contractor Requirements:**

- Must be licensed to install security cameras in North Carolina; copy of NC Burglar Alarm Business license must be provided with Contractor's proposal
- Must have sufficient liability insurance, proof of insurance must be provided
- Must be a Commscope approved contractor, able to provide Commscope cabling warranty

- This project is not re-assignable, all work activities should be performed by the selected company and its direct employees
- Must be respectful and professional when on-site
- May be required to sign a non-disclosure agreement (NDA) if work will be conducted in areas containing sensitive materials
- Must maintain a neat work area and promptly remove any trash or debris generated during the project
- Must identify a single point of contact or Project Manager for the duration of the engagement
- Must abide by all Randolph County and DSS codes of conduct when on premises

### **Site Conditions & Availability:**

- Work will be conducted in and around a typical office environment
- Work will be conducted during normal business hours of between 8:00 AM and 5:00 PM EST. Any work outside of normal business hours must be coordinated
- Proper identification must be worn at all times when on premises
- Parking, loading, and unloading areas will be made available

### **Proposal must contain:**

- System concept and general solution
- Installation
- Hardware item list and pricing
- Software and pricing
- Warranty period of hardware and installation
- Hardware manufacturers warranty must be included in proposal
- Total Price
- Estimated timeline for installation from date of notice to proceed

## General Information:

1. The contract shall begin on the date of award all work shall begin within 10 business days of notice to proceed.
2. Invoice(s) shall be billed to the following:

Patrick Skelly  
1512 North Fayetteville Street  
Asheboro, NC 27203

3. If the project is approved and funded it is the intent of Randolph County to award the contract to the vendor that submits the best overall proposal as determined by the County. The County reserves the right to determine the best overall proposal based on the following factors listed below, said factors listed in no particular order. (a) adherence to all conditions and requirements of the bid specifications; (b) price; (c) qualifications of the proposer, including past performance, financial responsibility, general reputation, experience, service capabilities, and facilities; (d) delivery or completion date; (e) product appearance, workmanship, finish, overall quality, and results of product testing; (f) maintenance costs and warranty provisions; and (g) repurchase or residual value (h) Service response time (i) attendance in pre-bid walk through.
4. The contract shall be deemed binding only to the extent of appropriated funds for the purpose set forth in this contract.
5. Submission of any bid signifies the Vendor's agreement that its' bid and the content thereof are valid for 90 days (three months) following the submission deadline and will become part of the contract that is negotiated between Randolph County and the successful Vendor. All prices submitted with the bid shall remain in effect for the 90-day period.
6. Addenda to these conditions and/or specifications shall be made in writing. Information provided verbally outside the bid specifications shall not be binding. It is the responsibility of the Vendor to periodically check the County's website at <http://www.randolphcountync.gov/Departments/Purchasing-Office/Bids> before submitting a bid to obtain any addenda that have been issued. Each proposer is responsible for determining that all addenda issued by the Randolph County Purchasing Office have been received before submitting a proposal (**Part II, Page 11**).
7. Proposers shall attach to the BID FORM certificates issued by its insurance carrier evidencing insurance coverage. The proposer shall maintain such insurance coverage throughout the contract. (**Part III, Page 11**)

8. At least three recent references, preferably in North Carolina are required and shall be indicated on the BID FORM. Randolph County may request additional evidence of the proposer's experience, qualifications, ability, products, and financial standing and the proposer shall be prepared to provide such evidence. (Part V, Page 11)

### **General Information Cont'd:**

9. Randolph County intends to contract with the successful proposer. The successful proposer shall be the prime contractor and shall be solely responsible for all contractual performance.
10. Each proposer shall perform his/her own evaluation and due diligence verification of all information and data provided by the County. The County makes no representation or warranties regarding any information or data provided by the County.
11. The contractor shall comply with all state, federal, or local laws, ordinances, codes rules, or regulations bearing on the conduct of work including equal opportunity employment laws, OSHA regulations, minimum wage and hour regulations as set forth in the Fair Labor Standards Act, and National Fire Protection Association regulations. The proposer shall be responsible for verification for any of it employee's eligibility to legally work in the United States. Randolph County is a drug-free workplace.
12. The contractor shall be responsible for any damage to and/or loss of the County's equipment and/or facilities arising out of an act or omission of the proposer's employees.
13. The deliverables shall be accepted by the County when (1) the deliverables have been delivered, installed and made ready for use at the County's site in accordance with the installation and operating specifications; (2) The County has tested the deliverables and the deliverables have passed testing; (3)The County's staff have received system documentation and training;(4) The County agrees that deliverables meet or exceed the specifications and those contained in the scope of work and order concerning performance and capabilities of the deliverables.
14. Once the deliverables are installed in the County's premises as specified herein with regard to the Final Installation Date, the Contractor shall notify the Project Manager in writing that the deliverables as specified have been installed in good working order and ready for use, that the modifications or enhancements are completed as defined and specified herein, are in good working order, ready for use, and to the best of the Contractors knowledge is one hundred percent operational and that the deliverables as installed is ready for testing. At that point, the County shall have fifteen (15) working days to perform and complete acceptance testing on-site. If the deliverables as installed and represented passes such testing, the County shall so notify the Contractor in writing termed the Certificate of Acceptance.



14.1.1 If the deliverables as installed fails to pass such testing, the County shall notify the Contractor in writing and the Contractor shall then have ten (10) working days to correct any failure. The Contractor shall then certify to the County that the failure has been corrected and the County shall have five (5) working days for additional testing at which time the County shall supply the Certificate of Acceptance if the deliverables passes testing.

**General Information Cont'd:**

14.1.2 If the deliverables fails testing twice, at the County's option: (1) the correction period may be extended as agreed by the parties; or (2) The County may terminate the Agreement, return the specifications, product and documentation to the Contractor and the Contractor will refund to the County any payments previously given to the Contractor for the deliverables and modifications or enhancement pursuant to the Agreement.

15. Upon completion of this contract by the Contractor and acceptance by the County as being in accordance with this proposal, the County shall pay the contract amount within 30 days of the date of invoice.

## PART I: Proposal

Please submit the total proposal amount for a turn-key system.

Quantity	Item	Description	Unit Cost	Total
3	Axis P3717-PLVE Cameras	Include price for cameras and all necessary mounting brackets and hardware		
6	Axis P3225-LVE Cameras	Include price for cameras and all necessary mounting brackets and hardware		
38	Axis M3045-V Cameras	Include price for cameras and all necessary mounting brackets and hardware		
	Lightning Protection	Lightning Protectors for all outdoor cameras		
47	Milestone Device Licenses	Device licenses necessary for adding cameras to our Milestone NVR system		
	Network Cabling	Total price (labor and materials) for installing network cabling and related components. (Commscope Cat6 with manufacturer warranty)		
94	Patch Cables	Factory made/molded Cat6 patch cables in necessary lengths		
	Camera mounting labor	Labor charges for mounting and aiming cameras and brackets		
	Miscellaneous Hardware, etc.	Fasteners, fire caulking, anything not included in other Item categories		
			<b>TOTAL</b>	

**PART II: Addenda Acknowledgements (if applicable)**

Each proposer is responsible for determining that all addenda(s) issued by the Randolph County Purchasing Officer have been received before submitting a proposal.

Addenda	Date Issued	Date Proposer Received
"A"		
"B"		

**PART III:** Certificate of Insurance attached  Yes  No

**Part IV:** Service response time within \_\_\_\_\_ hours.

**PART V: References**

Provide at least three (3) references

Company Name	Contact Name	Phone Number

**PART VI: Submitted by**

Company Name	
Company Address	
Telephone	Fax
Representative (print name)	
Signature of Representative	
Email Address	
Date Submitted	

**Part VII: E-Verify**

Contractor hereby attests that it currently complies with and shall continue to comply with, for the duration of this Agreement, Article 2 of Chapter 64 of the North Carolina General Statutes (commonly referred to as "E-Verify") and further attests that it ensures and continues to ensure that any subcontractors utilized by Contractor also comply with said Article.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

