

# INVITATION TO BID



## City of Fort Oglethorpe

POLICE DEPARTMENT

900 City Hall Drive

Fort Oglethorpe, Georgia 30742

Phone: 706-866-2512 Fax: 706-866-2532

**ITB# 011-19**

### **POLICE DEPARTMENT –BODY WORN CAMERA SYSTEM**

Pursuant to Georgia Laws, the City of Fort Oglethorpe hereby solicits and request sealed bids for the purchase of Officer Worn Body Camera System for use by the Fort Oglethorpe Police Department. The bid shall specify a per unit price. The City plans on purchasing twenty-six (26) body cameras.

The body cameras shall comply with provided specifications and meet and/or exceed all Federal requirements and the latest Underwriters Laboratory (UL) requirements. Written inquiries concerning the body camera system should be made to Chief of Police Mike Helton at [mhelton@fortoglethorpega.gov](mailto:mhelton@fortoglethorpega.gov).

Bid documents will be available on the City website Wednesday, August 7th, 2019 at: <https://fortogov.com/bids-and-proposals/>

TWO (2) Bids for this project must be SEALED and delivered in person, by mail, or by overnight delivery service to The City of Fort Oglethorpe Police Department, 900 City Hall Drive, Fort Oglethorpe, Georgia 30742 Attention: Chief of Police Mike Helton, not later than 2:00 p.m. Wednesday, September 4th, 2019. Bid opening will be scheduled for 2:15pm on September 4<sup>th</sup>, 2019. The envelope shall state “SEALED BID – POLICE BODY CAMS” to prevent accidental opening. Any Bid received after this time may not be considered. The City of Fort Oglethorpe reserves the right to accept or reject any and all Bids. Award will be made based on the most responsive and responsible Bid that has met the requirements of this ITB’s criteria. Bid price should stand for 90 days minimum from September 4<sup>th</sup>, 2019.

## ITB# 011-19 – SPECIFICATIONS

Responders shall be prepared to give a complete demonstration of the merits of the body cameras offered as directed by the purchaser.

Awards will be made to the best responsible responder as determined by the City of Fort Oglethorpe. The quality of the articles to be supplied, their conformity with the specifications, their suitability to requirements and delivery terms shall be taken into consideration.

### NEW

#### A. Wearable Camera Unit

1. Full color audio/visual camera
  - a. Video capture must reflect the point-of-view of the officer, capturing both audio and video
  - b. Wide angle view of at least seventy degrees
  - c. Greater than or equal to 142° diagonal field of view camera lens
  - d. Low-light capability less than or equal to 0.1 lux
  - e. Pre-event buffer: Captures previous thirty seconds or more of video which is saved upon activation.
2. Power On/Off switch or button
  - a. Indicator displaying camera status
  - b. Any illumination controls or indicators have a user option which allows them to be extinguished during a tactical/darkness scenario.
  - c. Recording Time: Must record for a minimum of four hours per activation to allow for lengthy interviews and investigations.
  - d. System prevents user from deleting or editing original video file.
3. Audio On/Off with volume control
4. Video can be reviewed in the field
5. Multiple Mounting Options
  - a. Multiple mounting options to accommodate varying uniform/field situations.
  - b. Minimum of two (2) mounting options provided for each camera.
6. Operating Temperature range less than or equal to -4°F to greater than or equal to 122°F
7. Meets or exceeds IEC 60529 IP67 standards
8. Meets or exceeds MIL-STD-810G standards
9. Maximum rate of no less than 30 frames per second

10. Minimum video resolution:
  - a. 640 X 480 VGA
  - b. 1920 X 1080 HD
11. Rechargeable, replaceable lithium-ion polymer battery with minimum of 3000mAh capacity.
  - a. At least 12-hours of standby time
  - b. Each camera will be provided a docking station and/or cable to charge and upload data.
12. Indicator displaying battery life capacity
13. Approximately 11 hours of video storage at highest quality recording setting
14. USB, Bluetooth, and Wi-Fi capable
  - a. Must have ability to activate recording when emergency equipment is activated in patrol vehicle and/or when a Taser™ Conducted Energy Weapon is powered on.
15. Remote viewing of stored video available for field personnel via web-based interface and/or application available for use on department mobile data terminals

**B. Requirements for Management System**

1. Secure cloud-based data storage system
2. Ability to upload files from a mobile data terminal
3. Chain of Custody: an audit trail is generated for every incident and tracks all user activity
4. System has ability to be configured to set variable retention rules per agency preferences
  - a. Administrators have ability to delete/purge files based on retention rules
5. Capable of organizing and managing incidents searchable by:
  - a. Name
  - b. Date
  - c. Event
  - d. Device
  - e. Case/Incident number
  - f. Category
6. Ability to categorize, add/edit case numbers, and notes to each file

7. Security

- a. Ability to track and assign all devices within system
- b. System administrator must be able to set and control user rights
- c. Ability to provide data security without a virtual private network
- d. Ability to create/assign multiple permission levels
- e. Authentication through active directory or user name/password
- f. Secure log-in for each user with multi-factor authentication

8. Access and Data Management

- a. Access to information stored shall be governed by the agency.
- b. Storage solution must provide ability to control the length of retention of individual case videos
- c. Ability to create video clips from larger video files
- d. System has ability to complete various searches using keywords, names, dates, categories, wildcards, etc..
- e. Ability to allow officers to access files after storage upload
- f. Ability to share data through secure means
- g. Ability to upload/download files from multiple users simultaneously
- h. Storage must be in compliance with the Federal Information Security Management Act
- i. Software updates at no additional cost up to, but not limited to, 5 years
- j. Data uploaded to the system remains the property of the agency and will not be accessed by the provider unless approved by the Chief of Police or his designee.

**C.** Requirements for Client Support

- a. Support is available to assist with all software/hardware issues within one business day
- b. Vendor must have live customer support available

**D.** Multi-bay Docking Station

- a. Minimum of six (6) bays to charge/sync/upload data from cameras

# BID FORM

**SCOPE OF WORK:** POLICE DEPARTMENT – OFFICER WORN BODY CAMERA SYSTEM

**LOCATION:** City of Fort Oglethorpe, Georgia

ITEM No.	DESCRIPTION	UNITS	BID AMOUNT
		EA	\$
		EA	\$
		EA	\$
		EA	\$
		EA	\$
		EA	\$
		EA	\$
		EA	\$
		EA	\$

**NOTES:**

1. Copy Bid Form and use as needed if multiple line items. Or attach formal bid.
2. Respondent understands that the City reserves the right to reject any or all Bids. Award will be made based upon the most responsive and responsible Bid that has met the requirements of this ITB criteria. **The respondent agrees that his Bid shall be good and may not be withdrawn for a period of NINETY (90) days after the scheduled closing time for receiving Bids.**

**EXECUTION OF BID**

DATE: \_\_\_\_\_

The Respondent certifies the following by placing an “X” in all blank spaces:

- \_\_\_\_\_ That this Bid was signed by an authorized representative of the company.
- \_\_\_\_\_ That all labor costs associated with this project have been determined, including all direct and indirect costs.
- \_\_\_\_\_ That the Respondent agrees to the conditions as set forth in this Request for Bid with no exceptions.

Therefore, in compliance with the foregoing Request for Bids, and subject to all terms and conditions thereof, the undersigned offers and agrees, if the Bid is accepted within ninety (90) days from the date of the opening, to furnish the items for the prices quote within the timeframe required.

COMPANY NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CONTACT: \_\_\_\_\_ CELL: \_\_\_\_\_

EMAIL: \_\_\_\_\_

**ADDENDA ACKNOWLEDGEMENT**

The vendor has examined and carefully studied the ITB and the following Addenda, receipt of all which is hereby acknowledged:

Addendum No. 1 \_\_\_\_\_ Addendum No. 2 \_\_\_\_\_  
 Addendum No. 3 \_\_\_\_\_ Addendum No. 4 \_\_\_\_\_

Authorized Representative/Title (Print or Type)	Authorized Representative	Date
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(Copies of each addendum issued must accompany your Bid – It is the sole responsibility of the vendor to check the city website on August 7th, 2019.)