



**MILES**  
**COLLEGE**

**REQUEST FOR PROPOSAL**  
**RFP 01-2122**  
**SECURITY CAMERA SYSTEM UPGRADE**

## **1.0 Purpose and Background**

### **1.1 Purpose**

The purpose of this Request for Proposal (RFP) is to invite prospective qualified vendors to submit a proposal to supply and install a Security Camera System to Miles College located in Fairfield, Alabama.

### **1.2 Coverage & Participation**

The intended coverage of this RFP, and any agreement resulting from this solicitation, shall be for the use of Miles College. Miles College reserves the right not to enter into any contract, to add and/or delete elements, or to change any element of the coverage and participation at any time without prior notification and without any liability or obligation of any kind or amount.

### **1.3 Original RFP Document**

Miles College shall retain the RFP, and all related terms and conditions, exhibits and other attachments, in original form in an archival copy. Any modification of these, in the vendor's submission, is grounds for immediate disqualification.

### **1.4 The Organization**

Miles College is a senior, private, liberal arts Historically Black College with roots in the Christian Methodist Episcopal Church that motivates and prepares students, through committed faculty, to seek knowledge that leads to intellectual and civic empowerment. The Miles College education engages students in rigorous study, scholarly inquiry, and spiritual awareness enabling graduates and to become life-long learners and responsible citizens who help shape the global society. More information can be found at [www.miles.edu](http://www.miles.edu).

### **1.5 Schedule of Events**

The following is a tentative schedule that will apply to this RFP, but may change in accordance with the organization's needs or unforeseen circumstances. Changes will be communicated by e-mail to all invited bidders.

<b>RFP Posted</b>	<b>March 7, 2022</b>
<b>RFP Closing Date</b>	<b>March 11, 2022</b>

## **2.0 Proposal Preparation Instructions**

### **2.1 Vendor's Understanding of the RFP**

In responding to this RFP, the vendor accepts full responsibility to understand the RFP in its entirety, and in detail, including making any inquiries to Miles College as necessary to gain such understanding. Miles College reserves the right to disqualify any vendor who demonstrates less than such understanding. Further, Miles College reserves the right to determine, at its sole discretion, whether the vendor has demonstrated such understanding. That right extends to cancellation of award, if award has been made. Such disqualification and/or cancellation shall be at no fault, cost, or liability whatsoever to Miles College.

### **2.2 Good Faith Statement**

All information provided by Miles College in this RFP is offered in good faith. Individual items are subject to change at any time. Miles College makes no certification that any item is without error. Miles College is not responsible or liable for any use of the information or for any claims asserted there from.

### **2.3 Communication**

Verbal communication shall not be effective unless formally confirmed in writing by a specified procurement official in charge of managing this RFP process. In no case shall verbal communication govern over written communication.

**2.3.1 Vendors' Inquiries.** Applicable terms and conditions herein shall govern communications and inquiries between Miles College and vendors as they relate to this RFP. Inquiries, questions, and requests for clarification related to this RFP are to be emailed to: Cedric J. Norman, Manager of Information Technology Services at [cnorman@miles.edu](mailto:cnorman@miles.edu).

**2.3.2 Informal Communications** shall include, but are not limited to: requests from/to vendors or vendors' representatives in any kind of capacity, to/from any Miles College employee or representative of any kind or capacity with the exception of Procurement Staff for information, comments, speculation, etc. Inquiries for clarifications and information that will not require addenda may be submitted verbally to the named above at any time.

**2.3.3 Formal Communications** shall include, but are not limited to:

- Questions concerning this RFP must be submitted in writing and be received prior to March 11, 2022 at 5:00 p.m. (CST Time)
- Errors and omissions in this RFP and enhancements. Vendors shall recommend to Miles College any discrepancies, errors, or omissions that may exist within this RFP. With respect to this RFP, vendors shall recommend to Miles College any enhancements, which might be in Miles College's best interests. These must be submitted in writing and be received prior to March 9, 2022 at 5:00 p.m. (CST Time).
- Inquiries about technical interpretations must be submitted in writing and be received prior to March 9, 2022 at 5:00 p.m. (CST Time). Inquiries for clarifications/information that will not require addenda may be submitted verbally to the buyer named above at any time during this process.
- Verbal and/or written presentations and pre-award negotiations under this RFP.
- Addenda to this RFP.

**2.3.4 Addenda:** Miles College will make a good-faith effort to provide a written response to each question or request for clarification that requires addenda. All questions, answers, and addenda

will be posted by March 9, 2022 at 5:00 p.m. (CST Time). Miles College will not respond to any questions or requests for clarification that require addenda, if received by Miles College after March 11, 2022 at 5:00 p.m. (CST Time). All addenda will be posted to our Web site only: <http://www.miles.edu/procurement>.

## **3.0 SPECIFICATIONS FOR THE SECURITY SYSTEM UPGRADE**

### MILES COLLEGE REPLACEMENT/UPGRADE VIDEO SURVEILLANCE SYSTEM SPECIFICATIONS AND REQUIREMENTS

#### Video System:

- 1) Network Video Recorder
- 2) 200 IP Cameras
- 3) 4 Licenses Plate Capture Cameras and Licensing
- 4) Enterprise Licensing
- 5) Remote Monitoring Workstation

#### Basic Scope:

The existing analog cameras will be replaced with new IP cameras.

- A. All new cable, patch cables, licensing and miscellaneous hardware must be included to provide the above scope.
- B. Initial product training to be included with the purchase of the system.

Products herein are based on RFP Issuer standard and must be compatible for seamless integration with Systems and Software.

### **3.1 GENERAL**

#### **3.1.1 SUMMARY**

A. This Section specifies the minimum requirements for RFP Issuer Security Systems Upgrade Project. This Security Video Surveillance System shall include but is not limited to the following:

1. Network Video Management Software (NVMS)
2. Network Video Recording Hardware (NVR)
3. Network Switch
4. Remote Monitoring Workstation
5. IP Video Cameras
6. Licenses Plate Capture Cameras

B. Related Requirements:

1. All related sections must be:
  - a. Able to function autonomously during a failure of one of the related sections
  - b. Able to communicate bi-directionally
  - c. Must be provided as a "turnkey" solution

### **3.2 ADMINISTRATIVE REQUIREMENTS**

#### **A. Coordination**

1. Coordinate with owner regarding camera network configuration and estimated bandwidth utilization prior to connection of cameras to owner's network.

### **3.3 SUBMITTALS**

Submittals described in this section shall be submitted by the Contractor with the original bid.

#### **A. Product Data**

1. Submit manufacturer technical specifications, typical installation drawings, system overview drawings and sample images of items included in this section.

#### **B. Proposal Delta**

1. It is the duty of the contractor to provide a working system. Any omissions or errors or differences between this document and the contractor's submitted proposal shall be clearly outlined in a separate document labeled "[\*COMPANY NAME] Proposal Deltas".

#### **C. Qualification Statements**

##### **1. Contractor**

- a. Submit confirmation that contractor is licensed to install video surveillance and security equipment as required by the authority having jurisdiction.
- b. Submit references with contact information where contractor has installed items in this section.
- c. Submit confirmation that installer has received manufacturer training and is certified by the manufacturer on this equipment and that the training the installer received is current.

### **3.4 QUALITY ASSURANCE**

#### **A. Qualifications**

##### **1. Installers**

- a. All camera installation, configuration, setup, program and related work shall be performed by authorized integrators/electronic technicians certified by the manufacturer.
- b. Certification for authorized integrators/electronic technicians shall include at a minimum the installation and service of the equipment provided.

### **3.5 WARRANTY**

A. Contractor shall provide any software maintenance patches and version updates or upgrades at no additional cost to Owner for a period of at least one (1) year.

B. Contractor will provide complete 1-year parts and labor warranty for the products provided in this project.

## **PRODUCTS**

### **3.6 NETWORK VIDEO MANAGEMENT SERVER(S)**

A. Acceptable Manufacturer(s):

1. Design based on Avigilon™ server Hardware and Storage Expansions

a. Avigilon NVR4X-PRM-157TB-NA

2. Other Manufacturers accepted

a. Dell

b. HP

c. Pre-approved equal

B. The Video Management System shall allow the use of off-the-shelf computers, servers, storage and switches from any manufacturer with components that meet the minimum requirements.

1. Contractor shall supply all 19" rack support rails, mounting kits, and cable management modules to install Video Management server.

2. The Performance requirements for the VMS Server are as follows:

a. Form Factor: 1- 2U Rack Mounted

b. Processor: Intel Xeon Processor (current generation)

c. System RAM: 32 GB

d. Nvidia P2200 GPU

e. Perc H740P-8GBQ

3. Internal Storage Hard Drive(s): Hot swappable, RAID configuration

a. Storage shall be 12TB, RAID 5.

b. At least two Network Interface(s): minimum 1GbE per port

c. Operating System shall be certified to work by the Video Management Software's manufacturer.

This Network Video Management Server will be utilized for both the Video Surveillance System mentioned later in this document.

### **3.7 NETWORK VIDEO MANAGEMENT WORKSTATION(S)**

A. Acceptable Manufacturer:

1. Design based on Avigilon™ server Hardware with Internal Storage
  - a. Avigilon RM6-WKS-2MN-NA
  - b. Avigilon RM6-WKS-4MN-NA
2. Provide all marketing sheets and specification documentation on products proposed within the proposal response
3. Other manufacturers may be considered and accepted
  - a. Dell
  - b. HP
  - c. Pre-approved equal

B. The Performance requirements for the VMS workstation are as follows:

1. Processor: 6th Gen Intel Core i5-6600 or newer
2. System RAM: 8 GB RAM
3. Network Interface: 2 Gigabit Ethernet ports
4. Operating System shall be certified to work by the Video Management Software's manufacturer and be the following: Microsoft Windows Embedded Standard 7

### **3.8 Monitors**

A. All Monitors shall be a minimum 32" 1080p with proper inputs for the workstations output.

1. Must be commercial grade and operate 24/7.

### **3.9 NETWORK VIDEO MANAGEMENT SOFTWARE (NVMS)**

A. Acceptable Manufacturer:

1. Design based on Avigilon™ Control Center 7 (current version)
2. Other Manufacturers accepted
  - A. Pre-approved equal
  - B. Contractor shall provide all applicable Network Video Management Software (NVMS) modules and licenses (Enterprise Level) required to provide a complete and fully functional integration.
  - C. The NVMS shall be installed on hardware which meet or exceed the manufacturer's recommended requirements:
  - D. The design and performance requirements for the NVMS software are as follows:
    1. The NVMS shall be available as a stand-alone software offering or pre-loaded on turn-key workstations and servers running Microsoft Windows with configurable storage.



2. The NVMS shall be available in a staged licensed software solution at the Enterprise Level.
3. The NVMS shall be an enterprise level software solution that shall be scalable from one client, server and camera up to:
  - a. 100 servers per Site.
  - b. 300 cameras per server or 10,000 cameras per site
4. The NVMS shall consist of server software applications and client software applications.
5. The NVMS shall include a gateway software application that connects mobile devices and other thin clients to the NVMS.
6. The Network Video Management Software (NVMS) shall support integration with iOS and Android mobile devices with the ACC Mobile app installed.
7. The ACC Mobile app shall provide the following functionality:
  - a. Receiving push notifications for alarms:
    - i) The Mobile device shall have the ability to receive alarm notifications on supported iOS and Android devices.
    - ii) The Mobile device shall have the ability for personnel to receive instant alarm notifications.
8. The NVMS shall support High Definition Stream Management (HDSM)<sup>™</sup> architecture which includes:
  - a. Support for industry standard compression formats including but not limited to:
    - i) JPEG2000
    - ii) MJPEG
    - iii) MPEG-4
    - iv) H.264
    - v) H.265
  - b. High Definition Stream Management (HDSM) shall be supported for local users, remote users and mobile devices.
9. The Network Video Management Software (NVMS) shall support recording and management of video and audio sources including but not limited to:
  - a. Avigilon<sup>™</sup> IP Cameras and Encoders

10. The NVMS shall support receiving digital input triggers and triggering digital outputs through an I/O board.
11. The NVMS will provide the mechanism by which individual alarm(s) from a 3rd party system (access control, etc.) can be pre-selected and configured to be monitored, and in turn trigger event driven video operations.
12. The NVMS shall support integration with the following systems:
  - a. Access System
  - b. Motorola Radio Alert
  - c. Motorola Orchestrate
13. The NVMS shall run as a service configured to automatically start when the server or workstation is powered on, and automatically recover from failure or attempted tampering.
14. The NVMS shall support receiving Simple Network Management Protocol (SNMP) messages from servers and alert users.
15. The NVMS shall detect if the video or audio signal is lost and alert the system administrator.
16. The NVMS shall perform motion detection on each individual video source with adjustable sensitivity, threshold and detection zones.
17. The NVMS shall provide the ability to create and schedule alarms and corresponding actions including:
  - a. Provide the ability to email users and system administrators when an event or system health error occurs.
  - b. Provide the ability to schedule when email notifications are sent.
  - c. Provide the ability to include camera images in email notifications.
18. The NVMS shall provide the ability to create customized on-screen messages and email notifications.
19. The NVMS shall provide a maintenance log and audit trail of all system errors and events.
20. The NVMS shall provide the ability to enable and configure PTZ control on the RS-485 interface of a video source.

21. The NVMS shall support the use of uni-directional and bi-directional audio.
  - a. The NVMS shall provide the ability to synchronize audio and video on playback regardless of video, audio, network, or storage parameters
22. The NVMS shall support live or recorded video monitoring in a customizable video display beyond the standard layouts.
23. The NVMS shall offer a Matrix Application Module to provide remote control of multiple monitor displays, including video walls, that can be controlled by an unlimited number of users with appropriate rights and permissions.
  - a. A monitor display connected to the Matrix Application Module shall be able to simultaneously display video streams from multiple sites.
24. The NVMS client software shall:
  - a. Not limit the number of monitors used for monitoring video and audio streams connected to a single workstation.
  - b. Support monitoring live and recorded video and audio streams simultaneously on the same monitor.
  - c. Support viewing the same live or recorded video stream at different zoom levels and areas of interest.
  - d. Support the ability to save views.
  - e. Support the ability to cycle through views (guard tour) based on a specified interval.
25. Alarm and Digital Output Management:
  - a. The NVMS shall support monitoring alarms.
  - b. The NVMS shall support the ability to designate one or more regions/tiles in a window for displaying video directly linked to triggered alarms and rules.
  - c. The NVMS shall support the ability to acknowledge alarms from the designated video display area.
  - d. The NVMS shall support the ability to manually trigger digital output:
    - i) Through the use of a pre-configured software "button".
    - ii) Through the use of a hard-wired dry alarm contact connected to a supported input/output device.
  - e. The NVMS shall support the ability to assign alarms to users.
  - f. The NVMS shall support the ability to acknowledge alarms.
  - g. The NVMS shall support the ability to bookmark alarms.

26. The NVMS shall support creating bookmarks for recorded video and audio. Bookmarks can be:
  - a. Viewed from multiple sources
  - b. Displayed on the timeline during playback
  - c. The NVMS shall support protecting a bookmark so the video and audio data is never overwritten.
  - d. The NVMS shall support private bookmarks that are only visible to the user who designated a bookmark as private, and the system administrator.
27. The NVMS shall support the ability to create a map that represents the physical location of cameras and other devices throughout the surveillance system.
  - a. Maps shall support the ability to drag and drop a video source from the map into a window for live or recorded video and audio monitoring.
  - b. Cameras in a map are highlighted when an alarm linked to the camera is triggered.
28. The NVMS shall support physical and digital zooming and panning on live and recorded video streams.
  - a. The NVMS shall support controlling mechanical pan-tilt-zoom, iris, and focus as well as setting presets and patterns.
  - b. The NVMS shall provide the ability to name pan-tilt-zoom presets.
  - c. The NVMS shall support the ability to center a PTZ camera's field of view by clicking anywhere on the video image where the PTZ supports this function.
  - d. The NVMS shall support the ability to click and drag to define an area for the PTZ camera to optically zoom and center on, where the PTZ supports this function.
  - e. The NVMS shall support controlling mechanical pan-tilt-zoom camera on-screen display and auxiliary controls.
  - f. The NVMS shall support control of a mechanical pan-tilt-zoom camera with a USB joystick.
29. The NVMS shall support the ability to create PTZ guard tours by combining a set number of presets that are run in sequence or random.
30. The NVMS shall support playback of recorded video and audio.
  - a. Forward and reverse playback of recorded video and audio at variable speeds.

31. The NVMS shall support searching through recorded video and audio based on various search criteria. Including but not limited to the following parameters:
  - a. Time & Date
  - b. Video source
  - c. Alarm(s) and/or Event(s).
  - d. Motion in user defined areas (pixel search).
  - e. License Plate detection events.
  - f. Bookmarks
32. The NVMS shall support performing a search through a series of thumbnail images.
  - a. Thumbnails can be based on the entire image region or a pre-selected area.
  - b. Thumbnails can be stacked to support an automatic secondary search when looking at a large timespan of video.
33. The NVMS shall support the ability to take a snapshot of a live or recorded image and export it from the system.
  - a. Enterprise Level Camera Licensing will be provided for all cameras as needed.

### **3.10 Video Cameras**

#### **A. Manufacturers**

1. Avigilon Indoor Fixed Dome Network Camera
  - a. Avigilon H5 Indoor Day/Night IP Dome Camera with Self Learning Analytics model Avigilon 2.OC-H5A-D1-IR Or pre-approved equivalent
2. Avigilon Outdoor Bullet Network Camera
  - a. Avigilon H5 Outdoor Day/Night IP Bullet Camera with Self Learning Analytics model Avigilon 5.OC-H5A-BO1-IR Or pre-approved equivalent
3. Avigilon Multi-sensor Network Camera
  - a. Avigilon H4 Multi-sensor Day/Night IP Dome Camera with Self Learning Analytics model Avigilon 24C-H4A-3MN-270, 9C-H4A-3MH-270, Or pre-approved equivalent
4. Avigilon Dual Head Network Camera
  - a. Avigilon H5 Dual Head Day/Night IP Dome Camera with Self Learning Analytics model Avigilon 6.OC-H5DH-D1-IR Or pre-approved equivalent
5. Avigilon Video Intercom Network Camera

a. Avigilon H4 Video Intercom Camera with Self Learning Analytics model Avigilon 3.0C-H4VI-RO1-IR Or pre-approved equivalent

6. Avigilon License Plate Capture Network Camera

a. Avigilon H4 Licenses Plate Capture Camera with Self Learning Analytics model Avigilon 3.0C-HD-LP-B1 IR Or pre-approved equivalent

B. ACCESSORIES

1. The camera shall be supplied with the following accessories as identified:

a. Model "H4A-MT-WALL1" - Indoor/Outdoor Pendant Mounting Bracket

C. Additional Manufacturers Accepted-must be approved equal:

1. Pre-approved equivalent

D. New cameras added into the system as part of this project will require plenum rated Cat6 cable needed to provide full camera functionality. This cable is to be supported following proper cable management standards, and not open to the public or laid on drop ceilings.

## **4.0 Vendor Qualifications & References**

All vendors must provide the following information in order for their proposal to be considered:

1. A brief outline of the vendor company and services offered, including:

Full legal name of the company

Year business was established

Number of people currently employed

2. An outline of the product line-up and/or services they currently support.

3. A description of their geographic reach.

4. Information on its current clients, including:

Total number of current clients.

A list of clients with similar needs using similar products and/or services.

Evidence of successful completion of a project of a similar size and complexity, preferably Higher Ed.

5. References: Contact information for five references (if possible) from projects similar in size, application, and scope and a brief description of their implementation.

6. Should contract be awarded, vendor must acquire all necessary permits and licenses from the City of Fairfield.

## **5.0 QUOTE CONTENT**

### **5.1 General Directions**

This RFP contains all the information necessary to complete and submit a formal quote. All responses and accompanying documentation submitted will become the property of Miles College at the time responses are opened.

### **5.2 Required Response Content**

Responses need to be emailed to [cnorman@miles.edu](mailto:cnorman@miles.edu) . Please use the subject line “**Security Camera System Upgrade 2022 RFP**” so emails can be identified. If you do not receive a confirmation that the proposal was received before the submission deadline, please reach out to Cedric Norman at 205-929-1888. Bids will be accepted by the due date indicated in Section 1.5 of this RFP. To assist in the evaluation process, Miles College requests all quotes include the information listed below. Quotes lacking one or more of the following items may be considered non-responsive and may be rejected.

**Price** – Vendors must submit a single price all of the equipment, software, licenses, and maintenance agreements

**Primary Contact Information** – Quote should include vendor, key staff contact name, email address, and phone number.

**Installation Process** – Vendors’ quotes should also include a thorough description of the installation process and an estimate of how long it will take for installation.



## 6.0 Vendor Certification

This certification attests to the vendor's awareness and agreement to the content of this RFP and all accompanying calendar schedules and provisions contained herein.

The vendor must ensure that the following certificate is duly completed and correctly executed by an authorized officer of your company.

This proposal is submitted in response to RFP 01-2122 Security Camera System Upgrade issued by Miles College. The undersigned is a duly authorized officer, hereby certifies that:

\_\_\_\_\_  
(Vendor Name)

agrees to be bound by the content of this proposal and agrees to comply with the terms, conditions, and provisions of the referenced RFP and any addenda thereto in the event of an award. Exceptions are to be noted as stated in the RFP. The proposal shall remain in effect for a period of ninety (90) calendar days as of March 14, 2022.

The undersigned further certify that their firm (check one):

IS

IS NOT

currently debarred, suspended, or proposed for debarment by any federal entity. The undersigned agree to notify Miles College of any change in this status, should one occur, until such time as an award has been made under this procurement action.

Person[s] authorized to negotiate on behalf of this firm for purposes of this RFP are:

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Signature of Authorized Officer:**

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_