



REQUEST FOR PROPOSALS

Project Title: Bellefontaine Neighbors Video Surveillance System Upgrade

**City of Bellefontaine Neighbors, Missouri
City Hall
9641 Bellefontaine Road
St. Louis, MO 63137**

**Proposals must be received at the above location prior to
12:00pm on Thursday, February 23, 2023**

TABLE OF CONTENTS

- 1 STATEMENT OF WORK
 - 1.1 Purpose
 - 1.2 Coverage and Participation
- 2 GENERAL INFORMATION
 - 2.1 Original RFP Document
 - 2.2 The Organization
 - 2.3 Existing Technology Environment
 - 2.4 Schedule of Events
- 3 PROPOSAL INFORMATION, PREPARATION INSTRUCTIONS AND SELECTION CRITERIA
 - 3.1 Bidder's Understanding of the RFP
 - 3.2 Good Faith Statement
 - 3.3 Communication
 - 3.3.1 Bidder Inquiries
 - 3.3.2 Informal Communications
 - 3.3.3 Formal Communications
 - 3.4 Proposal Submission
 - 3.5 Proposal Preparation Instructions and Organization
 - 3.6 Criteria for Selection
- 4 SCOPE OF WORK, SPECIFICATIONS AND REQUIREMENTS
 - 4.1 Video Surveillance System Specifications
 - 4.2 Support and Maintenance
 - 4.2.1 System Training
 - 4.2.2 Minimum Support and Maintenance Criteria
 - 4.2.3 Service Provider
 - 4.2.4 Product History
 - 4.3 Engagement Methodology
- 5 BUDGET AND ESTIMATED PRICING
 - 5.1 Total Cost Summary
- 6 ADDITIONAL TERMS AND CONDITIONS
 - 6.1 Personal Information
 - 6.1.1 General
 - 6.1.2 Requested Personal Information
 - 6.2 Cost
 - 6.3 Intellectual Property
 - 6.4 Respondent's Responses
 - 6.5 Governing Law
 - 6.6 No Liability
 - 6.7 City Compliance Requirements
 - 6.8 Tax Exempt Status
 - 6.9 Entire RFP
 - 6.10 Bond Requirements
 - 6.11 Insurance Requirements

7 BIDDER ACKNOWLEDGEMENT

EXHIBIT "A" Notice of Intention

EXHIBIT "B" Proposed Camera Schedule and Network Room Schedule

EXHIBIT "C" Building Floorplans, Drawings and Device Locations

EXHIBIT "D" Sample Insurance Requirements for Installer/Systems Integrator/Partner

EXHIBIT "E" Maintenance and Support Quote for Years 2-5

1 STATEMENT OF WORK

1.1 Purpose

The purpose of this Request for Proposal (RFP) is to invite prospective qualified Installers/Systems Integrators/Partners, hereby also known as "Bidder" or "Bidders" to propose and submit a solution to design, install, service and maintain an IP Video Surveillance System (the "Project") in certain facilities of the City of Bellefontaine Neighbors, Missouri, referred to herein as "Bellefontaine Neighbors" or the "City".

1.2 Coverage and Participation

The intended coverage of this RFP, and any agreement resulting from this solicitation, shall be for the use of Bellefontaine Neighbors. Bellefontaine Neighbors 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.

2 GENERAL INFORMATION

2.1 Original RFP Document

Bellefontaine Neighbors shall retain the RFP, and all related terms and conditions, exhibits, and other attachments, in original form in an archival copy. Any modification of, or deviation from these materials in the Bidder's submission, is grounds for immediate disqualification.

2.2 The Organization

Welcome to Bellefontaine Neighbors. Our vibrant, growing community is just 20 minutes from the Gateway Arch and downtown Saint Louis. With rich traditions, participatory government, strong moral values and great access to the metro highway network, Bellefontaine Neighbors provides an ideal environment for your family. Bellefontaine Neighbors has two facilities that it currently operates out of which are the Recreation Center and City Hall. The camera surveillance system at both facilities are outdated and in need of an upgrade.

City Hall
9641 Bellefontaine Road, St. Louis, MO 63137

Recreation Center
9669 Bellefontaine Rd, St. Louis, MO 63137

2.3 Existing Technology Environment

There are currently twelve [12] total interior and exterior cameras on the Bellefontaine Neighbors Recreation Center and twenty-one [21] cameras at City Hall, particularly on the main and perimeter entrances to each of the buildings. Bellefontaine Neighbors is looking to do the following:

- Install a new (or add onto the existing) Video Surveillance System consisting of approximately twenty-one [21] IP cameras and twelve [12] coax cameras
- Have a scalable system that will support future growth and expansion of additional cameras [and eventually integrate with the existing Access Control system].

2.4 Schedule of Events

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

- RFP Released 02/02/2023
- Mandatory Pre-Bid Meeting/Site Visits 02/07/2023

- Proposal Due and Opened 02/23/2023
- Complete Initial Evaluation 03/01/2023
- Presentations of bids to BOA 03/02/2023
- Recommendation of selected bidder to BOA 03/02/2023
- Final contract approval 03/16/2023

The Pre-Bid Meeting/Site Visits: Pre bid meeting will take place on Tuesday, February 7, 2023 at 10:00 a.m. at the Bellefontaine Neighbors Recreation Center. (9669 Bellefontaine Rd, St. Louis, MO 63137)

3 PROPOSAL INFORMATION, PREPARTION INSTRUCTIONS AND SELECTION CRITERIA

3.1 Bidder's Understanding of the RFP

In responding to this RFP, the Bidder accepts full responsibility to understand the RFP in its entirety, and in detail, including making any inquiries to Bellefontaine Neighbors as necessary to gain such understanding. Bellefontaine Neighbors reserves the right to disqualify any Bidder who demonstrates less than 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 Bellefontaine Neighbors.

3.2 Good Faith Statement

All information provided by Bellefontaine Neighbors in this RFP is offered in good faith. Individual items are subject to change at any time. Bellefontaine Neighbors makes no certification that any item is without error. Bellefontaine Neighbors is not responsible or liable for any use of the information by others or for any claims related thereto.

3.3 Communication

Verbal communication shall not be effective unless officially confirmed in writing by an authorized procurement official of the City in charge of managing this RFP process. In no case shall verbal communication prevail over written communication.

3.3.1 Bidder Inquiries

The applicable terms and conditions contained herein shall govern the communications and inquiries between Bellefontaine Neighbors officials and the Bidder as they relate to this RFP. Inquiries, questions, and requests for clarification related to this RFP are to be directed in writing to:

City of Bellefontaine Neighbors, MO
 Department of Parks and Recreation
 Jimmy Kirincich-Director of Parks and Recreation
 9641 Bellefontaine Road
 St. Louis, MO 63137
 Office: 314-867-0700
 Cell: 314-882-0044
 Email: jkirincich@cityofbn.com

3.3.2 Informal Communications

These shall include, but not be limited to:

- Requests from/to Bidder, to/from any authorized Bellefontaine Neighbors employee or representative for information.
- Inquiries for clarification and information that will not require addenda may be submitted verbally to the authorized individual named above at any time.

3.3.3 Formal Communications

These shall include, but not be limited to:

- Questions concerning this RFP must be submitted in writing and be received prior to 02/21/2023, at 5:00 p.m. CST.
- Errors and Omissions (E&O) and enhancements: Bidder shall recommend to Bellefontaine Neighbors any enhancements, which might be in the City's best interests. These must be submitted in writing and be received prior to 02/22/2023, at 5:00 p.m. CST.
- Inquiries about technical interpretations must be submitted in writing and be received prior to 02/22/2023, at 5:00 p.m. CST.

- Inquiries for clarifications and supporting information that will not require addenda may be submitted verbally to Bellefontaine Neighbors and/or the buyer named above at any time during this process.
- Verbal and/or written presentations and pre-award negotiations under this RFP.
- All questions, inquiries, errors and omissions will be answered by addenda to this RFP.

3.4 Proposal Submission

In order to be considered for selection, Bidder must submit a complete response to this RFP by, or prior to, Thursday, February 23, 2023, prior to 12:00 p.m. (Central Time). Bidders are to submit one original and one copy of the proposal. Bellefontaine Neighbors shall not accept proposals received by fax or e-mail. Proposals must be signed by an authorized representative of the Bidder submitting the proposal, sealed and delivered to:

Bellefontaine Neighbors-City Hall
Attention: Semmie Ruffin-Hall City Clerk
9641 Bellefontaine Road
St. Louis, MO 63137
Office: 314-867-0076

RE: RFP - Bellefontaine Neighbors Video Surveillance System Upgrade

Bid Opening: The sealed bids will be open publicly and read aloud at 12:00 p.m. on Thursday, February 23, 2023 at Bellefontaine Neighbors City Hall Council Chambers. 9641 Bellefontaine rd., St. Louis, MO 63137.

3.5 Proposal Preparation Instructions and Organization

1. Title Page – show the RFP subject, the name of the Bidder, local address, telephone number, name and email address of contact person, and the date.
2. Notice of Intention – Bidder shall fill out and include information from EXHIBIT "A".
3. Table of Contents – show a clear list of included material by section and by page number.
4. Executive Summary – Bidder shall clearly state its intentions to propose a solution.
5. Bidder Profile – include the following company information:
 - Full legal name of the company.
 - Physical location of the office that will be performing the installation and responding to requests for service and support.
 - Year business established.
 - Number of people currently employed.
 - Brief outline of the Bidder's company including product lineup and services offered.
 - A description of their geographic reach.
 - Total number of current clients in the local region.
 - Evidence of successful completion of [X] projects of a similar size and complexity.
6. Bidder must provide evidence of qualification to sell and install electronic security systems in the State of Missouri.
7. References - Contact information for [2] two references from projects similar in size, application and scope, and a brief description of their implementation. For each reference listed include:
 - Name of the client
 - Client's physical address
 - Contact name and title

- Contact telephone number
 - Contact email address
 - Approximate dates of service
 - Video Surveillance services provided
 - Other pertinent information
8. Complete Copy of RFP – show a complete copy of the RFP in the order of the requirements set forth in Section 4 of this RFP. Provide images and technical specifications for each type of proposed hardware that is to be used in the proposed Video Surveillance System solution.
 9. Budget and Estimated Pricing – Bidder shall fill out and include information in Section 5.
 10. Bidder Acknowledgement – Bidder shall fill out and include information from Section 7.
 11. Evidence of Insurance – Bidder shall fill out and include information from EXHIBIT “D”.
 12. Certification – Bidder must be a trained and Certified Partner of the manufacturer and must hold a current valid Certification as the primary installing contractor. Bidder must provide proof of Installation/Configuration/Operator Certification by the manufacturer and shall identify and designate its trained and Certified Installation Technician(s) for the duration of the Project.

All information requested in ‘Section 4 – Scope of Work, Specifications and Requirements’ of this RFP should be submitted. Any respondent to the RFP that fails to submit all information requested, may be required to promptly submit missing information, which may result in a low evaluation of the proposal. Bellefontaine Neighbors may reject proposals which are substantially incomplete or lack key information. Proposal should be prepared simply, providing a clear and concise description of capabilities that meet the criteria of this RFP. Bidders submitting responses to this RFP may be required to give an oral presentation of their response to Bellefontaine Neighbors. Bellefontaine Neighbors will schedule a time and date of these presentations.

3.6 Criteria for Selection

The evaluation of each response to this RFP will be based on its demonstrated competence, compliance, format, and organization. The purpose of this RFP is to identify those suppliers that have the interest, capability, and financial strength to supply Bellefontaine Neighbors with an IP Video Surveillance System as identified in ‘Section 4 - Scope of Work’. Selections will be based on the capability of the Bidder to meet the following criteria:

1. Capability to provide an IP Video Surveillance System solution.
2. Capability to provide all necessary supporting equipment (IP cameras, supporting video surveillance hardware and software, cabling, networking equipment, peripheral devices, etc.).
3. Financial stability of the Bidder.
4. Bidder’s depiction of average response times for service and support requests.
5. Ability to demonstrate a timeline and implementation strategy for the proposed solution.
6. Ease of operations, management and support of the IP Video Surveillance System.
7. Capability to provide administrator, operator and/or end user training.
8. Cost effectiveness of the proposed IP Video Surveillance System solution.

4 SCOPE OF WORK, SPECIFICATIONS AND REQUIREMENTS

Bellefontaine Neighbors is requesting proposals from qualified Bidders interested in providing an IP Video Surveillance System from the selected and approved manufacturer. The IP Video Surveillance System will [replace or] interface with the existing cameras and software.

4.1 Video Surveillance System Specifications

The Bidder will provide a fully integrated IP Video Surveillance System consisting of the following components: **[retain only those items defined in the scope of work for this Project]**

- Video surveillance system software, a.k.a. Network Video Management System (NVMS) or Video Management Software (VMS)
- IP Cameras and Peripheral Hardware

- Video Surveillance Recording Servers
- Video Surveillance Storage Appliances
- Cloud-compatible storage and functionality
- Video Surveillance Positioning Equipment
- Video Surveillance Sensors
- Video Management System Interfaces
- Audio capabilities on select cameras
- Power Supplies
- System Design including structured cabling, installation, maintenance, service and support, warranty and training.

Note:

Prior to installation, the selected Bidder will provide Bellefontaine Neighbors with an IP camera schedule document or matrix with corresponding camera locations. The final revision will become 'EXHIBIT "B": PROPOSED CAMERA SCHEDULE AND NETWORK ROOM SCHEDULE'. This is not required for RFP submittal.

Prior to installation, the selected Bidder will provide Bellefontaine Neighbors with device layout drawings (including conduit/cable routing), point-to-point diagrams, installation details, installation manuals, and product data sheets for all systems and devices provided by the Bidder. The final revision will become 'EXHIBIT "C": BUILDING FLOORPLANS, DRAWINGS AND DEVICE LOCATIONS'. This is not required for RFP submittal.

4.2 Support and Maintenance

Bellefontaine Neighbors requires [1] one year support and onsite support with the option to continue annual support after the [1] one year period has ended. The Installer/Systems Integrator/Partner should provide a detailed description of standard and extended support, maintenance, and the average response time for a support request. The installer/systems integrator/partner should provide an option for the city to purchase a maintenance contract for years 2-5. The quote should list out pricing for on-site and remote service calls. The quote should be listed in the bid packet as Exhibit E.

4.2.1 System Training

Provide training for select Bellefontaine Neighbors employees to include:

- Training class(es) that shall be recorded for future employees.
- Training documents (PDF and hardcopy).
- Operation and Maintenance Manuals (PDF and hardcopy).

4.2.2 Minimum Support and Maintenance Criteria

- Provide updated software versions after verified for compliance with equipment and devices.
- Provide 24-hour emergency response time for issues with software, hardware and equipment, peripherals, etc.
- Provide 48-hour response time for non-emergency issues.
- Cleaning and maintenance of hardware (cameras, lenses, network switches, servers, etc.) on an annual basis or as needed.
- The City currently has a contract with Rejis for IT services. The contractor shall work with Rejis during installation and maintenance for access to the network.

4.2.3 Service Provider

The Installer/Systems Integrator/Partner will be the entity delivering maintenance, service and onsite support for the IP Video Surveillance System solution. Service and support will not be outsourced to another firm unless approved by Bellefontaine Neighbors. The Installer/Systems Integrator/Partner will provide to Bellefontaine Neighbors a list of Certified technicians from the approved and selected manufacturer that will be providing onsite support and maintenance of the Video Surveillance System.

4.2.4 Product History

The Installer/Systems Integrator/Partner will provide Bellefontaine Neighbors a technical roadmap for the proposed IP Video Surveillance System solution. The Installer/Systems Integrator/Partner will describe how the proposed solution will fit into the City's overall security plan.

Provide a list for policies on firmware updates for the proposed solution.

- Include how often major and minor changes are released.
- Describe how the customer is notified of platform and system changes.
- Describe how updates are vetted before installation to validate if equipment is compatible.
- Include how updates are installed and applied.

4.3 Engagement Methodology

The Installer/Systems Integrator/Partner will be responsible for the design and layout of all IP Video Surveillance System components including hardware and software, necessary cabling, and installation of supporting networking equipment at all Bellefontaine Neighbors Recreation Center and City Hall. The Installer/Systems Integrator/Partner will be responsible for coordinating with the City's IT and/or Security Department- Rejis prior to installing any software, hardware, servers, network switches and other network hardware devices and software needed to support the Project.

5 BUDGET AND ESTIMATED PRICING

All Bidders must fill out the following Total Cost Summary for the implementation of their solution for Bellefontaine Neighbor's Video Surveillance System Upgrade Project as described in this RFP. Costs should be identified as either capital or non-capital in nature. The Installer/Systems Integrator/Partner must agree to keep these prices valid for [90] days as of 02/23/2023.

5.1 Total Cost Summary

For all available deployment models, provide a five (5) year cost summary as displayed below.

Costs	Total	Year 1	Year 2	Year 3	Year 4	Year 5
Hardware						
Software Licensing						
Installation & Commissioning						
Maintenance						
Documentation & Training						
Project Management						
Miscellaneous						
Other (specify)						
Totals:						

6 ADDITIONAL TERMS AND CONDITIONS

6.1 Personal Information

6.1.1 General

Depending on the circumstances, Bellefontaine Neighbors may require information related to the qualifications and experience of persons who are proposed or available to provide services. This may include, but is not limited to, resumes, documentation of accreditation, certified technicians for systems installed and/or letters of reference. The Bidder should not submit as part of its response any information related to the qualifications, experience of persons who are proposed or available to provide services unless specifically requested. Unless specifically requested, any such

information, whether in the form of resumes or other documentation, will be returned immediately to the Respondent.

6.1.2 Requested Personal Information

Any personal information that is requested of the Bidder shall only be used to consider the qualified individuals to undertake the Project/services and to confirm that the work performed is consistent with these qualifications. It is the responsibility of each Bidder to obtain the consent of such individuals prior to providing the information to Bellefontaine Neighbors. Bellefontaine Neighbors will consider that the appropriate written consents have been obtained for the disclosure to, and use by, Bellefontaine Neighbors of the requested information for the purposes described.

6.2 Cost

The RFP does not obligate Bellefontaine Neighbors to pay for any costs, of any kind whatsoever, which may be incurred by a Bidder or any third parties, in connection with the Response. All Responses and supporting documentation shall become the property of Bellefontaine Neighbors.

6.3 Intellectual Property

The Bidder should not use any intellectual property of Bellefontaine Neighbors including, but not limited to, all logos, registered trademarks, or trade names of the City, at any time without the prior written approval of Bellefontaine Neighbors, as appropriate.

6.4 Respondent's Responses

All Responses shall become the property of Bellefontaine Neighbors and will not be returned.

6.5 Governing Law

This RFP and the Respondent's Response shall be governed by the law of the State of Missouri.

6.6 No Liability

Bellefontaine Neighbors shall not be liable to any Bidder, respondent, person, or entity for any losses, expenses, costs, claims, or damages of any kind:

- Arising out of, by reason of, or attributable to the Respondent responding to this RFP; or
- As a result of the use of any information, error, or omission contained in this RFP document or provided during the RFP process.

6.7 CITY COMPLIANCE REQUIREMENTS:

A Bidder, Installer, Systems Integrator, Partner or Contractor shall not be discriminated against in the solicitation or award of this contract because of race, religion, color, sex, national origin, age, disability, or any other basis prohibited by federal or state law relating to discrimination in employment.

It is the law and policy of the City that a wage of no less than the prevailing hourly rate of wages for work of a similar character in the locality in which the work is performed as determined by the Missouri Department of Labor shall be paid to all workers employed by or on behalf of the City engaged in public works exclusive of maintenance work. All invitations to bid on construction projects for the City must include this requirement.

The City seeks to ensure that the highest quality workmanship will be performed on its projects and to do so, encourages bidders to use employees on the projects who have satisfactorily completed apprenticeship programs developed and operated in accordance with the policy recommendation, dated January 28, 1992, of the Federal Committee on apprenticeship, U.S. Department of Labor, Employment and Training Administration, Office of Work-based Learning, Bureau of Apprenticeship and Training (the "policy recommendation").

All bidders are required to certify in their bids the percentage of their prospective employees for the Project which have satisfactorily completed such a program for the type of work they will be performing.

It is the policy of the City that it will affirmatively encourage minority business enterprise and women's business enterprise participation in contracts and programs which it administers with the objective of increasing the participation by businesses owned or controlled by minorities and women and the City will assure that all reasonable efforts are made within the confines of the applicable law which will aid in meeting this objective.

6.8 Tax Exempt Status

Sales of goods and services to Bellefontaine Neighbors are normally exempt from state sales tax. State sales tax certificate of exemption will be issued upon request.

6.9 Entire RFP

This RFP, any addenda to it, and any attached schedules, constitute the entire RFP.

6.10 Bond Requirements

Simultaneously with delivery and executed Contract, Contractor shall furnish Performance and Payment Bonds in amount equal to 100% of total Contract sum, as security for both faithful performance of this Contract and also a Labor and Material Bond in an amount not less than 100% of the Contract Sum for payment of all persons performing or furnishing labor, materials, or supplies on the Project under this Contract as specified in Contract Documents. Surety on the bond shall be a duly authorized surety company approved by Bellefontaine Neighbors.

Cost of Performance and Payment Bonds shall be paid for by the successful Bidder. The Performance Bond and Labor and Material Payment Bond may be in one or in separate instruments in accordance with local law.

Surety shall be a company with an A+ Best rating licensed to do business in the State of Missouri and shall be acceptable to the Owner.

6.11 Insurance Requirements

See EXHIBIT "D" Sample Insurance Requirements for Installer/Systems Integrator/Partners for insurance requirements.

7 BIDDER ACKNOWLEDGEMENT

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

The Bidder must ensure that the following acknowledgement is duly completed and correctly executed by an authorized officer of the company.

This proposal is submitted in response to RFP - Bellefontaine Neighbors Video Surveillance System Upgrade issued by the City of Bellefontaine Neighbors. The undersigned is a duly authorized officer, hereby certifies that:

(Bidder/Installer/Systems Integrator/Partner 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 02/23/2023.

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 agrees to notify Bellefontaine Neighbors 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: _____

CONTRACT TIME:

If this Bid is accepted, we will complete the work in (_____) calendar weeks from acceptance of this Bid.

ADDENDA:

The following Addenda have been received. The modifications to the Bid Documents noted therein have been considered and all costs thereto are included in the Bid Sums.

Addendum # _____ Dated _____

Addendum # _____ Dated _____

Addendum # _____ Dated _____

Addendum # _____ Dated _____

TASK CONTRACTORS: (Identify the resource that will be used for each work area listed below:)

(name/ craft): _____(name/ craft): _____

(name/ craft): _____(name/ craft): _____

Percentage of Prospective Employees for the Project that have completed Apprenticeship Training _____%

APPLICATIONS FOR PAYMENT:

The City will provide a 50% down payment to the awarded contractor and then remaining 50% upon completion of the Project with a net 30 terms.

ACCEPTANCE:

This offer is open to acceptance and is irrevocable for ninety (90) days from the bid date. If this bid is accepted by the City of Bellefontaine Neighbors Missouri, we will authorize the work within 30 days and commence on-site work as scheduled with the Project Management Staff.

OFFERS:

Having examined the Place of Work and all matters referred to in the Instruction to Bidders and the Contract Documents prepared by the City of Bellefontaine Neighbors, Missouri for the above-mentioned Project, we, the undersigned, hereby offer to enter into a Contract to perform the Work for the Sum of:

Bellefontaine Neighbors Camera Surveillance Upgrade (Base Bid) \$ _____

_____ dollars

Amounts below should total amount above.

Alternate #1 – Maintenance and Support Contract for years 2-5 \$ _____

_____ dollars

=====

Amount of Materials & Components included above, Base Bid \$ _____

_____ dollars

Amount of Labor, including Engineering, included above, Base Bid \$ _____

_____ dollars

These amounts are all in lawful money of the United States of America.

Contractor Exclusions or Substitutions from Bid Specifications (put on separate letterhead if insufficient space below):

Attach a labor rate sheet showing each craft and material mark-up percentages for all "extra", out-of-scope work.

Brand, Series, Type & Warranty of Cameras included in Proposal:

Contractor Exclusions or Substitutions from Bid Specifications (put on separate letterhead if insufficient space below):

BID FORM SIGNATURE(S): Submitted by:

Company Name _____

Address _____

City, State & Zip _____

Phone Number _____ Fax Number _____

E-mail Address _____

We are a (Proprietorship, Partnership or Corporation) _____

If Incorporated, State Incorporated in _____

We (are/are not) licensed for work in St. Louis County. License or Federal ID Number: _____

Authorized Signing Officer
(If Corporation, SEAL here)

Title

Date

Authorized Signing Officer

Title

Date

If the Bid is a joint venture or partnership, add additional forms of execution for each member in the appropriate form or forms as above.

EXHIBIT "A": NOTICE OF INTENTION

RFP - Bellefontaine Neighbors
Video Surveillance System Upgrade

NOTICE OF INTENTION

RFP - Bellefontaine Neighbors
Video Surveillance System Upgrade

Bidder's Company Name: _____

Authorized Representative: _____

Address: _____

Telephone Number: _____

E-Mail: _____

Please state your intention regarding the Request for Proposal "RFP - Bellefontaine Neighbors Video Surveillance System Upgrade" by selection one of the following:

- Bidder Intends to Respond to Bellefontaine Neighbors Request for Proposal.
- Bidder Does Not Intend to Respond to Bellefontaine Neighbors Request for Proposal.

EXHIBIT “B”: PROPOSED CAMERA SCHEDULE AND NETWORK ROOM SCHEDULE

RFP - Bellefontaine Neighbors
Video Surveillance System Upgrade

[Selected Bidder to Insert Complete Bill of Materials (BOM) or Camera Schedule and Network Room Schedule/Layout here]

BILL OF MATERIALS:

City Hall

Line	Description	Qty
1	2 MP Mini Dome Camera, Day/Night, WDR, 2.9mm f/2.0, IR	5
2	8 MP Fisheye Outdoor Dome Camera, Surface Mount, Day/Night, WDR, 1.4mm f/2.0, Integrated IR, Onboard Analytics	8
3	12 MP Fisheye Outdoor Dome Camera, Surface Mount, Day/Night, WDR, 1.6mm f/2.0, Integrated IR, Onboard Analytics	0
4	4 MP Outdoor Dome Camera, Surface Mount, Day/Night, WDR, 3.3-9mm f/1.3, Integrated IR, Onboard Analytics	1
5	6 MP Outdoor Bullet Camera, WDR, 4.9-8mm f/1.8, Integrated IR, Onboard Analytics	3
6	4 MP Outdoor Bullet Camera, WDR, 3.3-9mm f/1.3, Integrated IR, Onboard Analytics	1
7	8 MP (4K), WDR, 4.9-8mm f/1.8, Integrated IR, Onboard Analytics	0
8	2 MP (1080p), WDR, 3.3-9mm f/1.3, Integrated IR, Onboard Analytics	0
9	2 MP (1080p), Indoor Dome Camera, Surface Mount, Day/Night, WDR, 3.3-9mm f/1.3, Integrated IR, Onboard Analytics	5
10	3 x 8 MP Multisensor Camera, WDR, 4mm	1
11	Video Management Software, Enterprise 5-year Support Plan	24
12	Video Management Software, Enterprise Camera Channel Licenses	24
13	Network Video Recorder, 24 TB 2U rack mount, Windows 10	1

Recreation Center

Line	Description	Qty
1	2 MP Mini Dome Camera, Day/Night, WDR, 2.9mm f/2.0, IR	8
2	8 MP Fisheye Outdoor Dome Camera, Surface Mount, Day/Night, WDR, 1.4mm f/2.0, Integrated IR, Onboard Analytics	2
3	12 MP Fisheye Outdoor Dome Camera, Surface Mount, Day/Night, WDR, 1.6mm f/2.0, Integrated IR, Onboard Analytics	1
4	4 MP Outdoor Dome Camera, Surface Mount, Day/Night, WDR, 3.3-9mm f/1.3, Integrated IR, Onboard Analytics	1
5	6 MP Outdoor Bullet Camera, WDR, 4.9-8mm f/1.8, Integrated IR, Onboard Analytics	0
6	4 MP Outdoor Bullet Camera, WDR, 3.3-9mm f/1.3, Integrated IR, Onboard Analytics	0
7	8 MP (4K), WDR, 4.9-8mm f/1.8, Integrated IR, Onboard Analytics	1
8	2 MP (1080p), WDR, 3.3-9mm f/1.3, Integrated IR, Onboard Analytics	2
9	2 MP (1080p), Indoor Dome Camera, Surface Mount, Day/Night, WDR, 3.3-9mm f/1.3, Integrated IR, Onboard Analytics	0
10	3 x 8 MP Multisensor Camera, WDR, 4mm	1
11	Video Management Software, Enterprise 5-year Support Plan	16
12	Video Management Software, Enterprise Camera Channel Licenses	16
13	Network Video Recorder, 24 TB 2U rack mount, Windows 10	1

CAMERA SCHEDULE:

NETWORK ROOM SCHEDULE/LAYOUT:

EXHIBIT “C”: BUILDING FLOORPLANS, DRAWINGS AND DEVICE LOCATIONS

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[Selected Bidder to Insert Individual Building Floorplan Graphics or Drawings with Camera Locations here]

EXHIBIT “D”: SAMPLE INSURANCE REQUIREMENTS FOR INSTALLER/SYSTEMS INTEGRATOR/PARTNER

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Video Surveillance System Upgrade

SAMPLE INSURANCE REQUIREMENTS FOR INSTALLER/SYSTEMS INTEGRATOR/PARTNER

- I. Notwithstanding any terms, conditions or provisions, in any other writing between the parties, the Installer/Systems Integrator/Partner hereby agrees to effectuate the naming of the City as an additional insured on the Installer/Systems Integrator/Partner’s insurance policies.
- II. The policy naming Bellefontaine Neighbors as an additional insured entity shall:
 - Be an insurance policy from an A.M. Best rated A- XII or better.
 - List Bellefontaine Neighbors as an **additional insured via a Installer/Systems Integrator/Partner’s additional insured endorsement or its equivalent.**
 - Have that organization's coverage as **primary and non-contributory coverage for Bellefontaine Neighbors**, its Board, employees and volunteers.
- III. The Installer/Systems Integrator/Partner agrees to indemnify the City for any applicable deductibles and self-insured retentions.
- IV. Required Insurance:
 - **Commercial General Liability Insurance**
\$1,000,000 per occurrence/ \$2,000,000 aggregate.
 - **Auto Liability Insurance**
\$1,000,000 combined single limit.
 - **Excess Insurance**
\$1,000,000 each occurrence and aggregate on a “follow-form” basis.
 - **Workers’ Compensation Insurance**
\$500,000/500,000/500,000 Employers Liability Limits.
 - **Property Insurance**
Coverage for Installer/Systems Integrator/Partner’s property, tools and equipment is the responsibility of the Installer/Systems Integrator/Partner.
- V. **The Installer/Systems Integrator/Partner must provide Bellefontaine Neighbors with a certificate of insurance and additional insured endorsement acceptable to the City, evidencing that the above requirements have been met.** Installer/Systems Integrator/Partner acknowledges that failure to obtain such insurance on behalf of Bellefontaine Neighbors constitutes a material breach of contract and subjects it to liability for damages, indemnification, and all other legal remedies available to the City.
- VI. At Bellefontaine Neighbors' request, the Installer/Systems Integrator/Partner shall provide a copy of the declaration page of the liability policy with a list of endorsements. If so requested, the Installer/Systems Integrator/Partner will provide a copy of the policy endorsements.

EXHIBIT “E”: Maintenance and Support Quote For Years 2-5

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Video Surveillance System Upgrade

[Selected Bidder to Insert quote for Maintenance and Support Quote for year 2-5 here]