

School Bus Camera Systems - 2021

Bid Number:

Issue Date:

Helena Public Schools District #1 will receive sealed proposals at the business office, 55 South Rodney Street, Helena, MT 59601 until 2:00 PM, April 22nd, 2021. The proposals received will be publicly read.

Contact Information:

Name: Thomas M Cohn Phone Number: (406) 324-2100 E-mail: tcohn@helenaschools.org

Proposal Instructions:

Faxed and electronic proposals will not be accepted! ***Regardless of cause, late proposals will not be accepted and will automatically be disqualified from further consideration.*** It shall be the proposer's sole risk to assure delivery at the designated office by the designated time. Late proposals will not be opened and may be returned to the proposer at the expense of the proposer or destroyed if requested.

Helena Public Schools will **only** accept proposals through certified postal mailing services to 55 South Rodney Street. Proposals are not considered received until they are time and date stamped by the business office. The district will not be responsible for any late deliveries. Once your proposal is received, we will contact you to schedule your 2-hour in-person demonstration of your proposal and product.

Scope of Proposal.

Helena Public Schools District #1 is accepting request of proposals (RFP) for the purchase of School Bus Security Cameras. Your proposal will be evaluated to see how you meet the needs of our school district as defined in this document. We are currently looking to purchase cameras for 76 school buses plus 3 additional reserve buses.

Terms and Conditions

- **Vendors that have yearly software fees will be rejected.**
- The district reserves the right to reject any or all proposals, waive any informalities, and accept the proposal that best fits our needs. The district reserves the right to decide not to award a contract as a result of this announcement if it does not receive proposals which it determines to have adequately addressed the requirements.
- An official who is authorized to bind the vendor to its proposal must sign the proposal. The proposal must remain valid for at least ninety (90) days from the submission date.
- For your proposal to be considered, we will request a 1-hour demonstration of your proposal and product. The district strongly encourages proposers to participate in an in-person demonstration. If an in-person appointment is not an option, we will offer alternatives such as a Zoom conference. We would request that efforts be taken to attempt to have the product available for demonstration even if personnel are not present in person.
- Presentation will require a standardized outline to be submitted with the RFP which can be subject to change based on district needs.
- **Reference sheet must be completed with current schools using your bidding system. The schools listed for reference must run 25 or more buses using your bid system.**
- We are requiring the vendor to remove existing equipment.
- All products and equipment are required to be certified new manufacturer.
- Delivery is a significant consideration in the RFP and awarding process. The time required for delivery and installment must be completed no later than **August 2nd of 2021**. The proposal must include delivery dates and installment completion, or the proposal may be denied.
- Installment period is between June 15th and August 2nd 2021.
- **If the successful vendor fails to finish installment by August 2nd, 2021 the vendor will be subject to liquidated damages of \$500 for each day the work remains incomplete. After 5:00 pm of August 2nd 2021, the successful vendor will be charged every 24-hour period to follow will be charged \$500 as liquidated damages until the installment is completed.**
- An agreement shall be negotiated with the successful vendor who meets the requirements and is qualified, responsible, and capable of performing the work. This RFP and any addenda, and the proposer's response, including any amendments, shall be included in any resulting contract.

- Proposals must include warranty information related to the products offered. The vendor agrees all equipment furnished under any purchase order issued from Helena Public Schools District #1 will be covered by commercial warranties. All warranty information and certificates will become the property of the district upon delivery and acceptance of items. The vendor must honor services and all rights stated in the warranties.
- The vendor must notify the district immediately of any changes to specifications made by the manufacturer for the equipment listed.
- The vendor may be rejected if a service charge, minimum dollar, or minimum quantity order is applied.
- For comparisons, the vendor is required to submit the proposed best pricing on the work/product on the proposal form.
- Taxes, surcharges, fees, and any other costs are required to be reported on the proposal form.
- The vendor needs to include a complete breakdown of detailed charges of all items billed including any taxes, fees, and surcharges. Billing will be issued once all equipment has been received.
- Customer Help Desk: Vendor's customer help desk number must be staffed during normal business hours (6:30 am to 5:00 pm Mountain Time, 5 days a week, excluding state holidays) for Helena Public Schools District #1 customer assistance.
- Training: Helena Public Schools District #1 must be provided (8 hours minimum not to exceed 16 hours) free in-house training at the time of installation or by appointment arranged by the district. Vendors are asked to include a Customer training plan within their proposal with descriptions of materials and resources.
- Operator Manual: Hard covered instructions and maintenance manuals shall be provided for all contract equipment and software installed.

Additional Terms and Conditions

It is the obligation of each vendor to examine instructions, requirements, and specifications before submitting a proposal. Submission of a proposal shall be proof that such examinations have been made and that each vendor has conducted his/her own investigation and has become thoroughly familiar with the requirements.

The district will not be responsible for, nor honor, any claims resulting from, or alleged to be the result of, misunderstandings by the vendor.

Addendums, Modifications and Changes: The district may amend or change this RFP prior to opening. All known proposers will be notified of such changes.

Changing, Modifying of Sealed Proposals: Any proposer may change, modify, or withdraw a proposal either personally or in writing at any time prior to the time set for opening. No proposal may be withdrawn or modified after the time set for opening unless the award of contract is delayed for a period exceeding forty-five days.

Withdrawal of Sealed Proposals: Any proposer may withdrawal his proposal at any time prior to the "Proposal Opening" date. If, however, the proposal is withdrawn after "Proposal Opening" and before formal "Board Approval," that proposal may not be resubmitted for consideration.

Firm Proposals: Proposals marked with qualifying statements will be cause for rejection of the proposal as unresponsive and unacceptable.

General Guidelines: All proposers must abide by all state and federal guidelines dealing with Workman's Compensation, Minimum Wage, Prevailing Wage Scale, EEO and all other applicable guidelines and polices. The successful proposer must, in performance of work under the contract, fully comply with all applicable federal, school district, or local laws, rules and regulations, including the Montana Human Rights Act, the Civil Rights Act of 1964, the Age Discrimination Act of 1975, the Americans with Disabilities Act of 1990, and Section 504 of the Rehabilitation Act of 1973. All agents doing business with the District must abide by all applicable discrimination policies and guidelines as outlined in Title 18, Public Contracts, MCA. By participating in this invitation, you have agreed to the terms and conditions outlined above. The district's TERMS AND CONDITIONS take precedence and priority over all participants' TERMS AND CONDITIONS.

Disability Accommodations: The district does not discriminate on the basis of disability in admission to, access to, or operations of its programs, services, or activities. Individuals, who need aids, alternative document formats, or services for effective communications or other disability-related accommodations in the programs and services offered, are invited to make their needs and preferences known to the district. Interested parties should provide as much advance notice as possible. Anyone attending the in-person demonstration and/or proposal-opening meeting who needs any accommodation for a disability is requested to notify Helena Public Schools Transportation Dept. two days in advance to make arrangements for any special accommodations.

Subcontractors. All subcontractors, if any, must be listed in the proposal. The district reserves the right to approve all subcontractors. The selected proposer shall be responsible to the district for the acts and omissions of all subcontractors or agents and of persons directly or indirectly employed by such subcontractors, and for the acts and omissions of persons employed directly by selected proposer.

Failure to Comply with Instructions. Proposers failing to comply with these instructions may be subject to point deductions. The district may also choose to not evaluate, may deem nonresponsive, and/or may disqualify from further consideration any proposals that do not follow this RFP format, are difficult to understand, are difficult to read, or are missing any requested information.

Preparation Costs: The costs for developing and delivering responses to this RFP and any subsequent presentations of the proposal as requested by the district are entirely the responsibility of the proposer. The district is not liable for any expense incurred by the proposer in the preparation and presentation of their proposal or any other costs incurred by the proposer prior to execution of a contract.

All Timely Submitted Materials Become School District Property: All materials submitted in response to this RFP become the property of the district and are to be appended to any formal documentation, which would further define or expand any contractual relationship between the district and proposer resulting from this RFP process.

Public Information: All information received in response to this RFP, including copyrighted material, is deemed public information and will be made available for public viewing and copying shortly after the time for receipt of proposals has passed with the following three exceptions: (1) bona fide trade secrets meeting the requirements of the Uniform Trade Secrets Act, Title 30, chapter 14, part 4, MCA, that have been properly marked, separated, and documented; (2) matters involving individual safety as determined by the district; and (3) other constitutional protections. See MCA § 18-4-304. The interested party is responsible for the cost of copies and to provide personnel to do the copying. In order to claim confidentiality for any proprietary information, the Vendor must identify all information that is proprietary and must complete the Affidavit for Trade Secret Confidentiality provided herewith.

District's Right to Investigate and Reject: The district may make such investigations as deemed necessary to determine the ability of the proposer to provide the services specified. The district reserves the right to reject any proposal if the evidence submitted by, or investigation of, the proposer fails to satisfy the district that the proposer is properly qualified to carry out the obligations of the contract. *This includes the District's ability to reject the proposal based on negative references.*

Determination of Responsiveness. Proposals may be found nonresponsive at any time during the procurement process if any of the required information is not provided or the proposal is not within the plans and specifications described and required in the RFP. If a proposal is found to be nonresponsive, it will not be considered further.

Determination of Responsibility. A proposer may be found to have not met the standards of responsibility as set forth in Mont. Admin. R. 2.5.407. Such a determination may be made at any time during the procurement process if information surfaces that would result in a

determination of non-responsibility. If a proposer is found non-responsible, the determination must be in writing, made a part of the procurement file and mailed to the affected proposer.

Debarment: The proposer certifies, by submitting this solicitation or proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction (contract) by any governmental department or agency. If the proposer cannot certify this statement, attach a written explanation for review by the district.

Proposal Sheet - Point Breakdown

School Bus Security Cameras 2021

Price	40 points
Onsite Presentation	35points
Explanation of Customer Service	10 points
Quality of Product (Specifications)	10 points
Operations/Training Implementation	5 points

Timetable:

Release Request of Proposal

DATE: March 1, 2021

Deadline for Discover

DATE: March 24, 2021

Post Discover Review/Notification to Vendor

DATE: April 1, 2021

Deadline for scheduling system demonstration

Date: March 24, 2021

- All vendors questions that were submitted by discover deadline will be answered. We will send to all vendors submitted questions we received during the discover period with answers attached. Clarifying questions may be submitted in writing to Thomas M. Cohn.

Deadline for Submittal of Proposal DATE: April 21, 2021

Specifications:

The following specifications are to serve as the minimum requirements for this solicitation and should not be construed to exclude any other make or model of comparably equipped item of the same class designation. Any substitute must be approved in advance by the District.

Required Hardware

General and Special Education Buses
1 x 12 Channel DVR
1TB Hard Drive / 1 SD Card
Passive GPS
Signals harness & Event Marker/Diagnostic Button
1 x Interior Camera 2.1mm or better lens (forward-facing out windshield)
1 windshield bracket
3 x Interior wide-angle Camera 2.1mm or better lens 20' Harness (cross view)
2 x Interior wide-angle Camera 2.1mm or better lens 50' harness (cross view)
Steel DVR Enclosure & all wiring
(Cross view Configuration to maximize view into high seats)
Provide installation, training, maintenance and all work performed as part of this project.
Accessories
Viewing software w/Blurring, Pan-Zoom & Map Based Archive
Download video through cellular data (We will provide the cellular plan)
1 x Viewing Monitor to connect with DVR & Camera Heads or 1 device per unit which allows for setting changes and diagnose system.

12 Channel DVR Minimum Requirements	Yes	No
Dual Streaming with 2 information streams for high- & low-resolution playback.		
The DVR must be capable of recording 1080p @ 15 FPS per channel on all 6 channels of video simultaneously in the primary stream.		
The DVR must be capable of recording @ 5 FPS per channel on all 6 channels of video simultaneously in the secondary stream (360X240).		
The DVR must support recording of all cameras at least 4 different quality settings, each quality setting affecting the level of compression applied to the video and the resulting amount of data required to store the video on the hard drive.		
Passive GPS module must not use a camera port, and may be activated for Live GPS with hardware add-on and Cellular Data.		
Min 500GB hard drive (capable up to 2TB of storage)		
Wi-Fi Ready - Must include Ethernet network port for connection to a Local Area Network (LAN) or wireless modem.		
Dual Event Marker & Diagnostic Button. Large lighted Diagnostic/ Alarm button to clearly indicate camera system is recording and easily allows the driver to activate the alarm.		
The DVR must be capable of integrating with Smart Reach Cellular for an all-in-one wireless video download, live GPS and video streaming, and mobile hotspot solution.		
The DVR must have a local user interface accessible using a mouse connected to a USB port on the front panel together with a monitor connected to a local video out.		
The DVR must have a local web interface accessible using a browser operating on a portable computer connected to an Ethernet port on the front of the DVR.		
The DVR shall support configurable display titles for the recorder and cameras.		
The DVR shall upon activation of user configurable signal or alarm condition, support changing the normal display to an alarm display showing either a single selected camera or all cameras for a timed duration.		
The DVR must support Geo-fencing which would deliver alerts when a vehicle deviates from a specific geographic boundary.		
The DH4 DVR shall employ a cryptographic algorithm to mark video surveillance data as it is originally written to media and shall provide a validation method capable of detecting if that data has been tampered or change from the original.		
The DVR must power-up and start recording internal temperature down to -30°F. (-30 to 100°F).		
The DVR must be able to receive a firmware upgrade in field as well as wireless upgrade capability.		
The DVR must have three (3) years warranty on parts, repair labor and hard drives.		
<p>The DVR must be scalable to support wireless video management software with the following functionality:</p> <ul style="list-style-type: none"> - Multi-user, multi-site, cloud-based enterprise class application - Pull the DVR health status, and alarm list, create the archive job list, and process the job queue - Download video and telemetry data from DVRs on multiple vehicles at the same time - Search for an alarm or event by a geographic zone; either pre-defined in the software or can be created on-demand by choosing up to eight points on a map - Schedule recurring video downloads at certain time by week and month 		

Interior Ultrawide Camera 2.1mm or better lens (cross view)	YES	NO
The camera shall provide a video stream of 1920x1080 pixels (1080p). Video streams of lower resolution are not acceptable.		
The camera shall have a 2 MP sensor.		
The camera shall have a 0 lux light sensitivity with infrared illumination turned on for a black and white image, to enable viewing of objects and people in complete darkness.		
The camera shall have a true day night feature that is supported by an IR cut filter.		
The camera shall have the placement of the infrared LEDs outside of the lens viewing window to prevent reflections from occurring.		
The camera shall have an electronic iris that operates from 1/30 to 1/50,000 of a second, to provide proper exposure at all light levels. The camera shall have an automatic gain control circuit (AGC) to provide proper video levels at low light levels.		
The camera shall support a wide-angle horizontal viewing angle.°.		
The camera shall have a Hi-Fi audio & mechanically isolated microphone.		
The camera shall operate over a temperature range of -4°F to 122°F (-20° C to 50°C) and have an environmental rating of IP67 or better.		
The camera shall have a 3-year warranty.		

Interior Dome Camera 2.1mm or better lens (Forward-facing out windshield)	YES	NO
The camera shall provide a video stream of both 1920x1080 pixels (1080p) or 1280x720 (720p). Video streams of lower resolution are not acceptable.		
The camera shall have a 2.1 MP sensor.		
Adjustable lens bracket with 360 degree pan and 90 degree tilt in order to produce a vertically erect image, whether the dome is mounted on a horizontal surface		
The camera assembly shall be equipped with connector providing a local NTSC video output in order to facilitate the connection of a video monitor that can be used for aiming the camera		
Back Light Compensation		
UV protected vandal proof dome		
The camera shall have an electronic iris that operates from 1/30 to 1/30,000 of a second, to provide proper exposure at all light levels. The camera shall have an automatic gain control circuit (AGC) to provide proper video levels at low light levels.		
The camera shall have a Hi-Fi audio & mechanically isolated microphone.		
The camera shall operate over a temperature range of -4°F to 122°F (-20° C to 50°C) and have an environmental rating of IP67 or better.		
The camera shall have a 3-year warranty.		
6" Mounting post to avoid obstacles on the windshield		

Playback Software Minimum Requirements	YES	NO
Simple – 3 step archives <ul style="list-style-type: none"> • Select start/end time • Click archive • Select file format, name the file & save 		
Supports archiving in proprietary & non-proprietary formats. Includes exe. file (self playing) that is tamperproof & admissible in court.		
Multi-search functionality <ul style="list-style-type: none"> • Map Path • Calendar date & time • Alarmed Events • Day/Hour search bar 		
Map Based archive - Mapping functionality should be able to display an entire day's GPS track without having the need to first playback the video. This will permit the user to archive or playback video based on a location in the GPS track.		
Video 'zoom viewing' and pan during video playback. This allows closer examination of any part of the viewing area.		
Blurring on moving video with multi camera view and archive.		
The ability to segregate audio channels from the camera microphone that is closest to the suspected problem for the clearest audio.		
Event Marked Video does not have to be downloaded for the Hard Drive to continue recording and does not need to be reformatted. Hard drive will continuously repeat & record over oldest video first.		
Playback software belongs to the purchaser and may be downloaded to as many computers as needed. (No additional programs need to be purchased)		
Archive all cameras, (or single camera) signals & GPS simultaneously.		
Rapid video download.		
Events or alarmed video can be searched by date & time with alarmed events in red and a direct link to the recorded event.		

Service and Support Minimum Requirements	YES	NO
Furnish all equipment, cabling, hardware and other materials necessary to install surveillance system for school buses.		
Provide installation, training, maintenance and all work performed as part of this project.		
Technical support shall be provided within 24 hours of the initial request.		
Provide a toll-free technical support line at no charge to the district, for life of ownership.		
Provide an authorized service/support location within 20mi of the District.		
Provide a dedicated customer support contact.		

Proposal Form

School Bus Security Cameras 2021

Scope of Work:			
Pricing for 76 School Buses Security Cameras	Price (Each)	Price (Per Bus)	Price (74 Buses)
Camera Model, Manufacturer & Number			
6 Cameras @ price per unit	\$	\$	\$
DVR Model, Manufacturer & Number			
1 DVR @ Per unit	\$	\$	\$
3 Complete Spares <small>*(Including DVR and 6 Cameras)</small>	\$	\$	\$
Removal of existing equipment per System (Camera/DVR)	\$	\$	\$
Cost of Installment	\$	\$	\$
Office – Hardware/Software <small>*(DVR readers, etc.)</small>	\$	\$	\$
Taxes, Fees, & Other Costs	\$	\$	\$
Yearly Fees			
Total Cost <small>*(all units including 3 spares.)</small>			\$
<u>Time to Delivery</u>			
What is the estimated lead time of delivery to Helena Public Schools?			Days
<u>Time to complete installment</u>			
What is the estimated date you can guarantee 76 buses will be complete installed?			Date

WE HAVE CAREFULLY READ AND COMPLETED THIS PROPOSAL FORM AND ATTACHMENTS. WE HEREBY AGREE TO FURNISH THE PROPOSED SERVICES ON WHICH PRICES ARE QUOTED ABOVE AND FOLLOWING ALL TERMS AND CONDITIONS PREVIOUSLY LISTED.

Vendors Name: _____

Contact: _____

Address: _____

City/State/Zip: _____

Phone: _____

E-Mail: _____

Authorized Signature: _____

Title: _____

Reference Sheet

School Bus Security Cameras 2021

Please provide 10 schools that are currently using the system that you are proposing in this RFP. The schools must be running 25 or more school buses using your bided or similar system.

1.)

Schools Name:	Postal Address:
Contact Name:	
Contact Phone Number:	
Type of System:	Number of Buses:

2.)

Schools Name:	Postal Address:
Contact Name:	
Contact Phone Number:	
Type of System:	Number of Buses:

3.)

Schools Name:	Postal Address:
Contact Name:	
Contact Phone Number:	
Type of System:	Number of Buses:

4.)

Schools Name:	Postal Address:
Contact Name:	
Contact Phone Number:	
Type of System:	Number of Buses:

5.)

Schools Name:	Postal Address:
Contact Name:	
Contact Phone Number:	
Type of System:	Number of Buses:

6.)

Schools Name:	Postal Address:
Contact Name:	
Contact Phone Number:	
Type of System:	Number of Buses:

7.)

Schools Name:	Postal Address:
Contact Name:	
Contact Phone Number:	
Type of System:	Number of Buses:

8.)

Schools Name:		Postal Address:
Contact Name:		
Contact Phone Number:		
Type of System:	Number of Buses:	

9.)

Schools Name:		Postal Address:
Contact Name:		
Contact Phone Number:		
Type of System:	Number of Buses:	

10.)

Schools Name:		Postal Address:
Contact Name:		
Contact Phone Number:		
Type of System:	Number of Buses:	