

***First Judicial District of Pennsylvania's ("FJD")
Request for Proposal ("RFP")***

For

The Stout Center for Criminal Justice ("SCJC")

Open-Standard Closed Circuit Television

Video Management System ("CCTV System")

Dated November 12, 2015

Pursuant to Provision F(1) of the RFP, the FJD elected to provide an additional mandatory site visit to accommodate any/all interested vendors. As all parties registered on the solicitation's distribution list were notified, mandatory attendance was required at either the November 18, 2015, or November 23, 2015, SCJC Facility Tour in order to participate in this solicitation.

Please be advised that the deadline for the above referenced RFP has been extended to Thursday, December 17, 2015, by 3:00 p.m.

Except those modifications stated above, all other terms and conditions of the RFP remain in full force and effect.

VENDOR'S QUESTIONS AND ANSWERS ("Q&A")

<http://courts.phila.gov>

- Q1. How many viewing stations will be required? Where should the viewing stations be located?***
Three. The lobby desk, garage, and the NOC.
- Q2. What is the minimum size of the monitor you seek to use?***
A minimum of 22" or greater as our standard FJD monitor is 22" or 23".
- Q3. Who will determine the number of available ports on your switch network to host IP cameras?***
The FJD Department of Information Technology's ("DOIT") Management Information System Unit ("MIS"). However, it is under consideration as to whether the proposed CCTV system will be on a separate network.
- Q4. If extra switches are needed, is there a brand we must quote or will this be handled by the SCJC?***
Juniper 42/4300's.

Q5. Will installation be allowed during normal business hours? Are there any time restrictions when work cannot take place? Will vendors encounter work stoppages due to after-hours activity in any area of the building? What are the hours for this project?

The selected vendor may work from 5PM – 3AM, Monday through Friday. Earlier start times are not possible due to building traffic and courtroom proceedings, unless otherwise approved by the FJD. On Saturdays, the selected vendor may work from 7AM – 12AM. The Stout Center has an engineer available, 24/7.

Q6. When will a decision be made on this project?

Subsequent to the Appointing Authority's appointment of the Selection Panel for this solicitation, the proposal evaluation, recommendation and approval process is anticipated to be completed as soon as possible. All participants will be notified in writing of the final determination.

Q7. The RFP states that the FJD is seeking a 30 day retention, at what frame per second?

A minimum of 30fps.

Q8. Are there any existing cameras that will be part of the new design? Is the FJD looking for a new design to replace what was in existence previously? Or, would the FJD like the new design to incorporate and work in conjunction with the former design?

There is currently one CCTV system within the building which monitors the lobby as well as the Sheriff's cell room, and garage. However, this system is controlled by the Sheriff's office. This project is completely independent of that system.

Q9. If so, what is the make, model, Analog or IP? What is the quantity of all existing CCTV equipment?

Please refer to Q8 above.

Q10. Will the FJD be providing potential vendors with blueprints of each floor?

Not at this time. The FJD invites vendors to propose the best location for cameras based upon observations taken during the walk-through tour.

Q11. What is the budget for this project?

A project budget is not available, however, the FJD invites all qualified vendors to include within their bid responses a proposed budget to support the reasonableness of their proposal.

Q12. Will prisoners be brought into the sub-basement after hours?

Currently no defendants are held overnight. Defendants are brought back to county prison on State Road at EOB.

Q13. Can vendors use conduit on the exterior of the building? If yes, any limitations?

The FJD invites vendors to propose a variety of options for the exterior of the building. Any proposed work should be closely coordinated with building facilities and limited to under 15'. Depending on where the cameras are going to be mounted, and the break through to the exterior of the building, some locations may require conduit.

Q14. Can vendors use conduit on the interior of the building?

No.

Q15. Can vendors use paintable wire mold on the interior?

No.

- Q16. Will the FJD provide parking for the technicians vehicles?**
It is possible that the FJD may provide vendors with short term parking for unloading or materials only. However, vendors should plan on making arrangements for long term parking in advance. There is a parking lot across the street from the SCJC.
- Q17. Will vendors have to patch & paint?**
Hopefully there will be little to no need for vendors to patch & paint; however, vendors should have this ability if required.
- Q18. Will the FJD provide lifts and/or boom lifts if needed?**
No, vendors are responsible for providing all of their own equipment.
- Q19. Can the FJD provide pictures of the each hallway that has hard ceilings? Can the FJD provide pictures of the hallways where cameras have to be installed?**
No, this is a secure building, and the FJD is unable to provide such pictures. The FJD would like the vendors to decide where to place the equipment based upon the walk through of the facility.
- Q20. Can the FJD provide pictures (with descriptions) of all indoor and outdoor areas that require CCTV coverage and need to be viewed by the CCTV cameras? We were not authorized to take pictures during the mandatory walk-through.**
No, see Q19 above. Vendors should suggest where the cameras need to be placed to properly cover the area that is needed to be covered.
- Q21. Can the FJD provide floor plans for the following floors: sub-basement, 12th floor, 13th floor, 14th floor and garage?**
Please refer to Q10 above.
- Q22. Can the FJD provide high resolution drawings of all floors/areas? Important detail on the drawings provided in the RFP are unreadable.**
Please explain what was unreadable. The FJD will attempt to provide every document in a readable format.
- Q23. Can the FJD identify on the drawings, all doors on each floor that remain locked or have restricted access utilizing the existing access control system?**
Please refer to Q19. This would be a security violation. In any event, vendors should be working in hallways and therefore no access to locked doors should be necessary. In the off chance vendors need access to a restricted area, the FJD will provide entry at its discretion.
- Q24. Will the FJD provide marked up drawings for each floor showing where all existing cameras & CCTV equipment is located? Can the drawings also show the camera types?**
Please refer to Q8 and Q19 above.
- Q25. What are the conduit limitations for the exterior of the building to run exterior camera cables? Can conduit be run on the exterior of the building?**
Please refer to Q13 above.
- Q26. In the #3 stairwell, is there to be a camera covering each landing area for each floor from the first floor to the eleventh floor? Are all stairwells to be included?**
There is only one public stairwell in the Stout Center. This stairwell should be included within each vendor's proposal. The other stairwells are closed off to the public and staff by the sheriff

unless there is an emergency situation, such as a fire. Yes, please include a line item cost for a camera covering each landing area for each floor from the first floor to the eleventh floor.

Q27. *In hallways with concave ceilings, are the ceiling tiles removable?*

The majority of courtroom floors are finished ceilings. The tan/beige ceiling areas outside of the courtrooms is removable, which is how data lines are run. Data lines are also run through ceiling high hats.

Q28. *Is a maintenance program to be included? If yes, how many years?*

Yes, please detail services and itemize any/all costs for a two year base year plus four additional one year renewal terms.

Q29. *Is a service program to be included? If yes, how many years?*

See response to Q28 above.

Q30. *Can the FJD confirm the number and location of required command stations?*

There will be one command station within the NOC.

Q31. *Is rack space (new or existing) to be provided by SCJC?*

Rack space is to be provided by the vendor.

Q32. *Are monitors (new or existing) to be provided by SCJC?*

Monitors are to be provided by the vendor.

Q33. *Is network access for the CCTV system to be provided by SCJC?*

CCTV will need to be on a separate VLAN. The vendor will coordinate this with the FJD. Switches may need to be added depending on the amount of cameras suggested per floor and should be included as line items.

Q34. *What is the available bandwidth for remote access and system monitoring?*

The capacity throughout the building 1gb ports included. We can support a 1gb network interface card/cards.

Q35. *Will there be another scheduled walk-through or do vendors have to schedule a time? Who should vendors schedule another walk-through with?*

No additional site visits are scheduled nor anticipated at this time.

Q36. *Is a Bond required?*

At this time a bond is not required. However, the FJD reserves the right to revisit this point.

Q37. *Are five copies needed?*

Yes. Please refer to the requirements as stated within the RFP document.

Q38. *What is the level of detail required of the CCTV system for viewing public areas? For example:*

- ***Overview: Able to monitor overall volume, direction, and movement of general activity across a wide area;***
- ***Detection: Able to determine with a high degree of certainty whether or not a person is present;***
- ***Observe: Some characteristic details (gender, clothing, etc) can be seen while the view remains sufficiently wide to allow some activity surrounding an incident to be monitored;***

- *Recognition: A high degree of certainty whether or not an individual shown is the same as someone seen before;*
- *Identification: High detail to enable the identity of an individual to be established beyond reasonable doubt.*

There should be a minimum of recognition. However, the system does not have to reach facial recognition standards.

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