

West Chicago Public Library District
Video Management and Surveillance System

BID PACKAGE

RE: Video Management and Surveillance System

FOR: West Chicago Public Library District

The documents attached contain information for bidders about the installation of Video Management and Surveillance System at the West Chicago Public Library District, 118 West Washington Street, West Chicago, IL 60185.

This Bid Package consists of:

1. Bid Notice
2. Specifications
3. Instructions to Bidders
4. Contract
5. Bid Proposal Form

Bid Notice

Project: Video Management and Surveillance System

Owner: West Chicago Public Library District, 118 West Washington Street, West Chicago, IL 60185

Bid Opening Date: August 20, 2018 @ 10:00 a.m.

1. **Sealed Bids:** Sealed bids for the installation of a Video Management and Surveillance System will be received at the West Chicago Public Library District, 118 West Washington Street, West Chicago, IL 60185. Bids shall be submitted in a sealed envelope. The outside of the envelope shall state: 1) Video Management and Surveillance System; and 2) Bidder's name.
2. **Bid Opening:** All bids will be opened publicly at the West Chicago Public Library District and read aloud at 10 :00 a.m. CDT on August 20, 2018.
3. **Procurement of Bid Documents:** Bidders may obtain bid documents from West Chicago Public Library District via e-mail by contacting bweseloh@wcpd.info (Benjamin Weseloh) with e-mail subject line "Video Management and Surveillance System bid." Alternately, bidders may obtain bid documents via the web site at www.wcpd.info and clicking on "About" and then click on "Video Management and Surveillance System bid specifications." Bid Documents will be provided in electronic format only.
4. **Pre-Bid Meeting:** There will be a non-mandatory pre-bid meeting. The pre-bid meeting will be held on August 8, 2018 @ at 10:00 a.m. at the West Chicago Public Library.
5. **Bid Security:** Bid security in the form of a certified check shall be submitted with each bid in the amount of ten percent (10%) of total bid amount made payable to the West Chicago Public Library District. Alternately, bidders may provide a Bid Bond from the bidder's insurance carrier.
6. **Contractor Requirements:** 1) Prevailing Wage Rates apply; 2) A written sexual harassment policy in compliance with 775 ILCS 5/2-105 must be in place; 3) A drug-free workplace policy is in place; 4) Geographic location within 50 miles of the Library; 5) Other requirements of the Contract.
7. **Bid Award:** The Library expects to accept a bid and award a contract on or before August 29, 2018 @ 5:00 p.m.
8. **Library Rights:** The Library reserves the right to reject any and all bids, to waive irregularities in the bidding procedure, and accept a bid which best serves the Library's interest. Any such decision shall be considered final. The Library reserves the right to set aside a bid from a Bidder who, in the Library's opinion, does not exhibit past experience equal to the size and scope of this project.

SPECIFICATIONS

The installation of a Video Management and Surveillance System for the West Chicago Public Library District (the Project) shall be performed in accordance with the technical specifications attached hereto and titled, "Project Specifications".

Special Provisions

Subcontractors

The Bidder shall provide with the bid a list of any subcontractors proposed for the project. The Owner reserves the right to reject any subcontractor at the Owner's sole discretion.

Description of Project

The purpose of the Project is the installation of a Video Management and Surveillance System on and in the Library in accordance with the bid package and the project specifications.

The Owner intends to upgrade the Video Management and Surveillance System in the Library's complex. The bid package is made up of a base bid which includes the furnishing and installation of the equipment and materials listed in the technical specifications.

Timeline

The Project is to be completed on or before October 19, 2018 with minimal, if any, building closures.

INSTRUCTION TO BIDDERS

You are invited to submit a lump sum bid to the West Chicago Public Library District (“Owner”) for the furnishing of all labor, materials, equipment, and supplies to install a Video Management and Surveillance System at the Library.

Bid Security: Bid security in the form of a certified check shall be submitted with each bid in the amount of ten percent (10%) of total bid amount made payable to West Chicago Public Library District. Alternately, bidders may provide a Bid Bond from the bidder’s insurance carrier.

The Bidder agrees that the proceeds of the Bid Security will become the property of the Owner if for any reason the bidder withdraws his bid. A defaulting bidder shall pay the Owner all costs which exceed the amount of the Bid Security including but are not limited to, additional advertising and services, including reasonable attorneys’ fees.

1. Description of Work: The work is described in the Specifications, Special Provisions and the Contract (the Work).
2. Miscellaneous Items:
 - a. Bidders may obtain bid documents from West Chicago Public Library District via e-mail by contacting bweseloh@wcpld.info (Benjamin Weseloh) with e-mail subject line “Video Management and Surveillance System bid.” Alternately, bidders may obtain bid documents via the web site at www.wcpld.info and clicking on “About” and then click on “Video Management and Surveillance System bid specifications.” Bid Documents will be provided in electronic format only.
 - b. Qualifications: Only bidders who can furnish proof of satisfactory performance on similar projects should submit a bid.
 - c. Examination: Bidders shall visit the site and fully acquaint themselves with existing conditions so that they may fully understand the scope of work associated with the Project. Bidders shall thoroughly examine and be familiar with the Specifications. The failure or omission of any bidder to receive or examine any documents or to visit the site and acquaint themselves with existing conditions in no way relieves the bidder from any obligation with respect to their Bid.
 - d. Pre-Bid Meeting: There will be a non-mandatory pre-bid meeting. The pre-bid meeting will be held on August 8, 2018 at 10:00 a.m. at the West Chicago Public Library.
 - e. Questions: Submit all questions electronically to bweseloh@wcpld.info (Benjamin Weseloh). If warranted, replies will be issued to all bidders of record. Questions received less than 72 hours before the bid opening cannot be answered.
 - f. Parties to the Contract: The bidder will be working directly for the Owner. The bidder will enter into a Contract with the Owner. All payments for the Work will be made by the Owner.
 - g. Bid Proposals: Bid Proposals shall be submitted solely via unaltered Bid Proposal Forms.
 - h. Modification and Withdrawal: Proposals may not be modified after submittal. Bidders may withdraw proposals at any time before bid opening, but may not resubmit them. Bids are effective for 60 days.

i. Maintenance Agreement: Bidder shall provide a maintenance agreement with his bid with alternates for:

1. A period not less than three (3) years with his/ her bid;
2. A period not less than five (5) years with his/ her bid; and
3. A period not less than ten (10) years with his/ her bid.

3. All materials and components incorporated in the Work shall be new and of the best available grade and quality. The Work shall be done in a first-class and workmanlike manner, shall be neat and orderly, and shall conform to the best trade practices generally accepted in the industry.

4. Contractor shall deliver the Work to the Owner free and clear of all claims, liens and encumbrances for labor and material and protect and hold the Owner harmless from all claims, liens and encumbrances arising out of the performance of the Work.

5. Contractor shall pay all sales, use, occupation, excise, social security, unemployment compensation and all other taxes and union benefits applicable to the material and labor furnished in the performance of the Work and will indemnify the Owner from any claims by any parties arising from these obligations. The Owner is exempt from the Retailers Occupation Tax and the Use Tax on materials and equipment to be incorporated into the Project.

6. Time of performance is of the essence of the Contract. All work shall be completed within the time limits set forth in the Bid Proposal Form. Failure to meet such commitments, unless due to the fault of the Owner or caused by strikes, accidents or other causes beyond the control of Contractor, shall be deemed a failure to perform in accordance with the terms of the Contract. In the event of delays caused by the Owner or by such other causes beyond the control of Contractor, the parties shall mutually agree in writing on the amount of additional time to be allowed Contractor to complete the Work. Project delays resulting from issues within the control of Contractor shall result in Contractor's payment to Owner of liquidated damages of \$500.00 per day.

7. Contractor shall be solely responsible for and have control over the means, methods, techniques, sequences and procedures, and for coordinating all portions of the Work. The final design and quality of the work are the sole responsibility of the Contractor.

8. All material and workmanship shall be subject to inspection, examination and testing by authorized employees or agents of the Owner, at any and all reasonable times during performance of the Work and at any and all places where the Work is performed.

9. To the fullest extent allowed by law, Contractor and its insurers shall indemnify and hold harmless the Owner and its agents, servants and employees from and against any and all claims, damages, losses and expenses, including but not limited to attorneys' fees, expert witness fees, and costs arising out of or resulting from Contractor's conduct in connection with the Work. This indemnification obligation shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for Contractor under worker's compensation laws, disability acts or other employee benefits statutes. This section is not intended to indemnify the Owner or its representatives for Owner's negligence or intentional misconduct.

10. Contractor shall not assign the Contract without the prior written approval of the Owner.

11. "As built" drawings and a V.I.S.I.O. diagram with fields of view from the Contractor are a condition of receipt of the Contractor's final payment.

12. Except for minor modifications in the Work not involving extra cost and not inconsistent with the purpose of the Project and except in an emergency endangering life or property, no changes shall be made or extra work performed unless authorized in writing by the Owner or the Owner's Engineer. Contractor acknowledges that no claim for an addition to the contract price for such work shall be valid unless so authorized by the Owner or Owner's Engineer.

13. Change Orders are not permitted unless approved in advance in writing by the Owner.

14. Upon completion of the Project and before final payment, Contractor shall furnish to the Owner one complete set of marked drawings showing the sizes and locations of all installations and the as-built conditions of the Project actually completed.

15. Owner shall be permitted to test any portions of the Work to ensure compliance with the Contract.

16. In the event the Contractor fails to, or is otherwise unable to comply with the provisions herein as to the Work or time of performance, and the failure is not cured within five days after the Contractor's receipt of a written notice to cure from the Owner, the Owner may, without prejudice to any other right or remedy, take over and complete the performance of this Contract at the expense of the Contractor.

17. At all times the Work is in progress, Contractor shall designate and keep on the premises a responsible employee who shall be authorized by Contractor to give and receive information and receive notices and directions. Contractor shall advise the Owner of the identity of this employee prior to commencement of the Work.

18. Contractor shall provide insurance coverage as stated on the attached Contractor's Insurance Coverage.

19. A Performance Bond and Payment is required. The Performance Bond shall contain the following language/endorsement:

“Any suit under this bond must be instituted before the expiration of the statute of limitation applicable to any claims against the Contractor named herein.”

20. Work will not begin nor will any payment be authorized absent submission by the Contractor to the Owner of proof that all required insurance coverages and bonds are in effect. A Certificate of Insurance is not adequate proof. The Contractor may provide a Certificate of Insurance but shall also provide the actual endorsement from Contractor's insurance company naming Owner as an additional insured.

21. The responsibilities/liabilities of the Owner and the Contractor and their consultants, agents and employees and any concomitant damages and/or consequential damages shall be determined in such amount and to such extent as provided by Illinois law.

22. Contractor shall pay all reasonable attorneys' fees, experts' fees, and costs incurred by the Owner in enforcing the terms and provisions of the Contract and in defending any proceeding to which the Owner is made a party as result of the acts or omissions of the Contractor.

23. Contractor acknowledges full and sole authority for all safety programs and precautions in connection with the work.

24. In an effort to resolve any conflicts that arise under the contract, prior to commencing litigation all disputes between the Owner and the Contractor arising out of or relating to the Contract shall be submitted to non-binding mediation. After such non-binding mediation and, unless the parties agree to submit to binding arbitration, any claims, disputes, liabilities of the parties or other matters between the Owner and

the Contractor shall be resolved in the Circuit Court DuPage County, Illinois in accordance with Illinois law.

25. Contractor acknowledges that he has examined the property and has familiarized himself with all local conditions affecting the Project.

26. Contractor acknowledges sole responsibility for determining the nature and extent of any and all work required to complete the Project.

27. Contractor shall at all times observe and comply with all laws, ordinances, regulations and codes of any applicable governmental entity including, without limitation, compliance with prevailing wage laws.

28. Contractor warrants and represents his/ her primary office location is located within 50 miles of the Library.

29. Contractor's standard of care shall be the standard of care consistent with those usual and customary standards of care, skill, and diligence which are, at the time of performance of services under this Contract, commonly followed by Contractors performing the same or similar services in the locale in which the work is being done.

30. Any and all claims shall be commenced within the limitations stated in 735 ILCS 5/13-214*. The parties intend that modifications in the contract documents of the limitations provided by 735 ILCS 5/13-214, if any, shall be given no effect.

31. If required, the Contractor shall obtain and pay for the building permit and/or any other permits, governmental fees, licenses and inspections necessary for the proper execution and completion of the

* (a) Actions based upon tort, contract or otherwise against any person for an act or omission of such person in the design, planning, supervision, observation or management of construction, or construction of an improvement to real property shall be commenced within 4 years from the time the person bringing an action, or his or her privity, knew or should reasonably have known of such act or omission. Notwithstanding any other provision of law, contract actions against a surety on a payment or performance bond shall be commenced, if at all, within the same time limitation applicable to the bond principal.

(b) No action based upon tort, contract or otherwise may be brought against any person for an act or omission of such person in the design, planning, supervision, observation or management of construction, or construction of an improvement to real property after 10 years have elapsed from the time of such act or omission . . .

Project.

32. Contractor shall provide Owner with all documents requested by Owner pertaining to the Work thereby enabling Owner to respond timely to any request to Owner for documents pursuant to the Freedom of Information Act.

33. The Owner is subject to the Freedom of Information Act, 5 ILCS 140/1, et seq. ("FOIA"). All information submitted by the bidder to the Owner is subject to disclosure to third parties in accordance with FOIA. If the bidder intends for the Owner to withhold the bidder's trade secrets, commercial information, or financial information from disclosure to a third party in response to a FOIA request, the bidder must include with its bid written notification specifically identifying such information, along with a statement that disclosure of such information will cause competitive harm to the bidder, as provided by FOIA Section 7(1)(g), 5 ILCS 140/7(1)(g). Any information submitted which is not so marked by the bidder at the time of bid submittal will be presumed to be open to public inspection. The bidder may be required to substantiate the basis for its claims. The Owner reserves the right, in its sole discretion and subject only to applicable law, to withhold or release the bidder's information in response to a FOIA request.

34. No signs advertising any goods, services or organization may be displayed without prior approval of the Owner.

35. Contractor shall provide a maintenance agreement for the Work for a period not less than ___ years with his bid, terminable upon thirty (30) days written notice by Owner. The maintenance agreement shall be for comprehensive maintenance, which includes but is not limited to semi-annual cleaning, repair, and software updates to remain current.

36. The Contractor is responsible for the removal of all rubbish from the work site.

ABC CONSTRUCTION COMPANY

WEST CHICAGO PUBLIC LIBRARY
DISTRICT

By: _____
John Doe, President

By: _____
President
Board of Library Trustees

Date Signed: August _____, 2018

Date Signed: August _____, 2018

CONTRACTOR'S CERTIFICATION/AFFIDAVIT

I, John Doe, President of ABC Construction Company ("ABC"), hereby certify and affirm, under oath, that ABC:

1. Has a written sexual harassment policy in place in full compliance with 775 ILCS 5/2-105(A)(4) and will take measures to assure that the policy is followed;
2. Shall provide a drug-free workplace for all employees engaged in the performance of work under the contract by complying with the requirements of the Illinois Drug-free Workplace Act.
3. Is not ineligible for award of this Contract by reason of debarment for a violation of the Illinois Drug-free Workplace Act.

ABC CONSTRUCTION COMPANY

By: _____
John Doe, President

Subscribed and sworn to before
me this ____ day of August, 2018

Notary Public

CONTRACTOR'S INSURANCE COVERAGE

Contractor shall provide insurance for the work as follows:

1. Worker's Compensation: Statutory
2. Commercial General Liability
 - a. \$1,000,000.00 General Aggregate
 - b. \$1,000,000.00 Products Completed Operations Aggregate
 - c. \$1,000,000.00 Personal and advertising injury
 - d. \$1,000,000.00 Each Occurrence
 - e. \$ 50,000.00 Fire Damage (any one fire).
 - f. \$ 5,000.00 Medical Expense (any one person).
3. Business Automobile Liability (including owned, non-owned and hire vehicles):
 - a. Bodily Injury:

\$1,000,000.00	Per Person
\$1,000,000.00	Per Accident
 - b. Property Damage:

\$1,000,000.00	Per Occurrence
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 - c. Bodily Injury and Property Damage Combined:

\$1,000,000.00	Per Occurrence
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4. Umbrella Excess Liability:

\$2,000,000.00	Over Primary Insurance
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5. Performance Bond (surety)
6. Labor and Material Payment Bond (surety)

BID PROPOSAL FORM

Bid To: **West Chicago Public Library District** Date: _____
118 West Washington Street
West Chicago, IL 60185

Project: Video Management and Surveillance System

Bidder Name: _____

Contact: _____

Address: _____

Telephone: _____

Email: _____

I have examined the site conditions and the Bid Documents and confirm I will:

- A. Hold this Bid open until sixty (60) calendar days after the date of Bid Opening.
- B. Accept the provisions of the Instruction to Bidders regarding disposition of Bid Security.
- C. Enter into and execute the Contract (included in the Bid Documents) if awarded the Bid.
- D. Furnish insurance required by the Bid Documents.
- E. Accomplish the work in accordance with the Bid Documents.
- F. Provide schedules for completion of work.
- G. Complete the Work by the dates stated below.
- H. Provide the required insurance coverage and the Performance Bond and Payment Bond in an amount equal to 100% of the Contract amount.
- I. Provide full coordination and supervision of all subcontractors and suppliers, expedite work, provide management of payment requests, and general administration of the project.

- J. Provide supervision and responsibility for all safety on, in and around the construction site at all times.
- K. Provide references and such additional reference information as requested by Owner.

By submitting this Bid Proposal Form, the bidder:

- a) Acknowledges he has received, reviewed, and understood the Project Specifications.
- b) Acknowledges responsibility for all supervision, labor, material, equipment and other items to perform all work and other matters set forth in the project specifications.
- c) Acknowledges he has examined the property and has familiarized himself with all field conditions and local conditions affecting the project.
- d) Represents his primary office is located within 50 miles of the Library.
- e) Understands that, if his proposal is accepted and he fails to enter into a Contract with the Owner, he shall be liable to the Owner for any damages the Owner may thereby suffer.
- f) Is aware that comparison of bidders' bids is a subjective process requiring evaluation of multiple factors including price, references, recommendations, and feedback from third parties. This process requires subjective assessment of bidders by the Owner as to overall suitability of the bidder for the project.
- g) Acknowledges the Owner has substantial discretion in accepting a bid based on the Owner's evaluation of multiple variables. The Owner reserves the right to waive any irregularities and to accept any or reject all bids when, in the opinion of the Owner, such action will serve the best interest of the Owner.

Bid Security for \$ _____ in the form of a Certified Check or Bid Bond made payable to the Owner is enclosed.

The bidder agrees to perform all the specified work as set forth in the Bid Documents for the sum of:

BID AMOUNT:

Base Bid _____ \$ _____

ALTERNATE BIDS:

Three (3) year maintenance agreement _____ \$ _____
 TOTAL _____ \$ _____

Five (5) year maintenance agreement _____ \$ _____
 TOTAL _____ \$ _____

Ten (10) year maintenance agreement _____ \$ _____
 TOTAL _____ \$ _____

DATE OF PROJECT START: _____

DATE OF PROJECT COMPLETION: _____

DESCRIPTION OF VIDEO MANAGEMENT AND SURVEILLANCE SYSTEM

LIST OF REFERENCES

This list describes other projects of similar size and cost. The list of projects should be located as near to project site as possible.

Name of Project (Owner) -----
Location -----
Cost -----
Date Completed -----
Contact Person (Owner) -----
Telephone (Owner) -----
Architect/Engineer -----
Telephone (Architect) -----

Name of Project (Owner) -----
Location -----
Cost -----
Date Completed -----
Contact Person (Owner) -----
Telephone (Owner) -----
Architect/Engineer -----
Telephone (Architect) -----

Name of Project (Owner) -----
Location -----
Cost -----
Date Completed -----
Contact Person (Owner) -----
Telephone (Owner) -----
Architect/Engineer -----
Telephone (Architect) -----

Name of Project (Owner) -----
Location -----

Cost -----
Date Completed -----
Contact Person (Owner) -----
Telephone (Owner) -----
Architect/Engineer -----
Telephone (Architect) -----

SIGNATURE SHEET

If an Individual:

Signature of Bidder _____

Name (print) _____

Date Signed _____

• • •

If a Partnership:

Signature of Bidder _____

Name (print) _____

Date Signed _____

• • •

If a Corporation:

Name of Corporation _____

State of Corporation _____

President _____

Name (print) _____

Date Signed _____

Treasurer/Secretary _____

Name (print) _____

Date Signed _____

West Chicago Public Library
Videa Surveillance
Request For Proposal

A. GENERAL SCOPE OF WORK

1. Network/Communications

a) Setup TCP/IP settings in accordance with West Chicago Public Library standards and connect camera(s) to West Chicago Public Library network through existing network infrastructure utilizing Category 6 Gigabit Ethernet Cable.

b) The physical cabling path must be shown on a drawing to be provided to owner prior to installation.

c) All cable runs must be within 300' as the standard.

d) Ethernet extenders can be used after approval of owners engineer and after all other means have been exhausted.

e) Prior to connecting camera to the West Chicago Public Library network program the cameras with the owner provided IP address, subnet mask, gateway, user name and password.

f) If an IDF is needed terminate data cabling into patch panel on the IDF end, label the patch panel port with the device number from the prints, and provide an appropriate length Cat6 patch cable to patch into the West Chicago Public Library NVR/switch. Patch cables shall be blue factory certified snag less with molded ends. West Chicago Public Library IT will inform the contractor of the switch port to plug into.

g) Ensure that the testing device is set to the correct cable type. Errors in this selection will result in the contractor retesting without cost to owner.

h) Patch cables shall be installed around or on the side of any other equipment in the rack. Use Velcro for cable management. Wire ties or tape will not be accepted. No cabling should be vertically passing over other racked equipment.

i) Test cabling and provide electronic versions of all test results.

*West Chicago Public Library
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2. Camera Installation Requirements

- a) Prior to a camera installation, the Contractor shall field verify with owner the exact camera installation location. It may become necessary for the contractor to provide a camera and display the view on a laptop to show owner the field of view prior to installation.

- b) Camera shall be flush mounted in ceiling if possible. When flush mounting is not applicable the camera should be surface mounted. In some instances a mount may be required to capture the best possible view. Contractor shall provide the appropriate mounts for the installation. Mounts will need approval by owner prior to installation.

- c) Camera lenses shall be covered with clear dome covers.

- d) Once installed the contractor shall coordinate with owner to review each cameras live-recorded view. Contractor shall adjust camera accordingly for an acceptable view. Contractor shall provide a camera list and check off sheet, initialed by owner or owner's representative, for each camera completed. If the view is not acceptable then the contractor will have to adjust the camera until acceptable by West Chicago Public Library.

- e) In some cases the fixed camera lens may have to be rotated by 180-degrees/corridor format to get the field of view available. In these cases the camera view will not be rotated inside the Axis VMS software but the camera/lens will have to be adjusted physically for the best possible view.

- f) If exterior fixed cameras are mounted off the roof a candy cane parapet mount shall be used. Camera shall be serviceable from the roof without a lift. A fabrication company shall be used and approved by owner if parapet mount is needed.

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3. Camera Settings

a) General

- (1) All cameras must be set for Maximum Bit Rate (MBR) functionality. The actual rate will be determined at the time of install by the Owner/Tenant and Contractor.
- (2) The CODEC that should be used will be H.264
- (3) The Quantization/Compression (Q) scale for Axis cameras shall be set between 55-60, based on Axis scaling ranges of 1-100.
- (4) The Owner shall determine the final Field of View (FOV) for the cameras. Final determinations will be decided at time of installation and will need to be signed off by the Owner prior to approval and installation.
- (5) The shutter speed for cameras shall be set at 1/30's
- (6) Motion sensing setup for cameras will be the responsibility of the Contractor. These settings are to be installed prior to final acceptance of finished project. Cameras to be set at motion will be determined after bid process and approved by the Owner.
- (7) Cross-line Detection Capabilities should be set up by Vendor with Owner if applicable
- (8) The Contractor will work with the Owner and immediately change the Username and Passwords for all equipment from the default factory settings.

b) Frames Per Second Settings (fps)

- (1) The multi-lens cameras at 12 fps
- (2) The static single lens cameras at 15 fps
- (3) The Pinhole front Door camera at 15 fps

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4. Video Management Software (VMS) & Server
 - a) Provide Axis Camera Station S1032 MKII
 - (1) 12 TB storage
 - (2) 32 Axis Camera licenses (included)
 - (3) Capable of 48 licenses (maximum)
 - b) System shall support 5 concurrent mobile app connections and web client connections
 - c) Provide West Chicago Public Library IP department with a copy of the software license to allow them to install and ready the video server for installation.
 - d) Contractor will be responsible for programming the camera(s) into the VMS per the owner's specifications.
 - e) Provide one, three and five year options for maintenance agreement system installed.
 - f) Owner will preload the video servers and PC workstation with the VMS prior to delivery on site. Contractor shall provide owner with the Axis license prior to owner shipping the server.
 - g) Install owner provided equipment. This will include video server and storage as indicated on the drawing provided by owner.
 - h) Install owner provided PC workstations and monitors as indicated in specific scope of work

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5. Uninterruptible Power Supplies (UPS)

a) General

- (1) The Contractor shall be provided with an up to a minimum of a 30 minute rated backup option power source within the rack(s) for uninterruptable power until power is resumed.
- (2) The UPS will need to conform to the following characteristics/specifications:
 - (a) Online double conversion
 - (b) Minimum of 1500VA
 - (c) Minimum of 1350 watts
 - (d) Must have .9 power factor or greater
 - (e) Must be energy star qualified
 - (f) Must have an economy mode option offers enhanced efficiency, reduced power consumption and lower BTU emissions
 - (g) Must have an LCD interface
 - (h) Must have battery independent restart to ensure automatic UPS power-up without user interaction after lengthy power outages, even when batteries are expired and require replacement
 - (i) A UPS management card must be included or added on
 - (j) Provide a minimum of 30 minute runtime at an 1100 watt load
- (3) The UPS shall be Tripp lite brand or Owner/Tenant approved equivalent.

6. System Training

- a) Contractor shall provide eight (8) hours of onsite training after the completing of the installation. Training shall be set up into two (2) four hour sessions.
- b) Training dates and times shall be coordinated with the onsite Security Manager.
- c) Training shall include the use of the Axis Companion, video, card access and Secure Remote Access Technology if applicable.

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7. Service/Warranty

- a) Contractor shall provide a one year warranty on all part and labor for equipment provided. Warranty to start when all the cameras are fully installed and owner has accepted completion.
- b) Service warranty does not include acts of God, lighting, flooding, tornado, earth quakes etc. or third party damage. These repairs will to identify by the contractor, brought to the property manager's attention, quoted and approved before work is to be competed.
- c) Contractor shall respond on site to all service call requests the same day or the next business day from the first initiated call. Contractor can try to resolve the issue over the phone prior to dispatching a service technician. If holiday or weekend work is requested owner, owner will pay the difference between the normal hourly rate and the overtime or holiday rate.
- d) If any parts that fail is not in the onsite inventory and not locally available then the contractor shall purchase a replacement part and have it shipped in expedited overnight freight before 10am the next business day at contractors expense and have it install the day it arrives.

8. General Wiring

- a) The certified Contractor shall ensure that every aspect of the wiring system complies with the latest version of the ANSI EIA TIA standards and National Electrical Code (NEC).
- b) Coordinate the routing of wire and cable requiring isolation from power, radio frequency (RF), electromagnetic interference (EMI), telephone, etc. with the Owner. Route all wire and cable as required, to prevent interference and signal contamination.
- c) Route all wire and cable continuous from device location to the final point of termination. No mid-run cable splices shall be allowed.
- d) It shall be the responsibility of the certified Contractor to provide new cable supports (rings, trays, etc.) as necessary to install all system cabling as specified herein. At no time, shall any system cabling be allowed to 'lay' across ceiling tiles, cable trays, or existing building structures.
- e) All wire and cable shall be installed parallel and perpendicular to building structure and shall be neatly bundled and installed to TIA/EIA standards
- f) All product submittals should be provided and approved prior to installation.
- g) Wiring shall be in EMT conduit. Outside conduit must have weatherproof fittings. PVC piping will not be permitted.

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9. Copper Cabling and Connectivity

- a) The Contractor shall provide and install new Cat 6E white plenum cabling for Network connectivity of all new mounted NVS cameras.
- b) The Contractor shall provide and install an extra length of 7'-0" of CAT6E cabling at each camera location for future use, camera relocation, etc. This should be split up evenly on both ends; 3.5' and 3.5'.
- c) The contractor shall provide and install a patch panel for terminations at the MDF.
- d) The contractor shall provide and install all required category 6 patch cords for each patch panel location, lengths, and colors to be determined by owner.
- e) The contractor shall provide and install a category 6 jack for each camera and patch panel location
- f) The contractor shall provide and install a single port surface mount box ISB10W for each camera location
- g) The contractor shall provide and install a category 6 plenum patch cord from each RJ45 category 6 terminated jack into each installed camera.
- h) All installed Category 6E cable will be tested and certified to the latest ANSI TIA/EIA 568-B.2 standards with a level IV tester (Fluke DSP or Ideal LanTek II).

10. Outdoor Video Surveillance cameras Category 6 POE surge protection

- a) The contractor shall provide and install a CAT6-POE Category 6 surge protector for each outdoor camera location.

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11. Fiber Optic Cabling and Connectivity

a) If an IDF is needed

(1) The Contractor shall provide new four strand multimode tight buffered 50m 850/1300 plenum OM3 fiber optic cabling for Network connectivity between NVS distribution switches and the main NVS core switch.

(2) The contractor shall provide a rack mount fiber panel for all fiber terminations

(3) The contractor shall provide an adapter panel in each opening of the fiber panel

(4) The Contractor shall provide fiber optic cable preparation, installation, and LC 10G fiber connectors as recommended by the cable manufacturer.

(5) The Contractor shall submit an optical budget for each length of fiber optic cable defining the overall signal loss due to cable distance, connector loss, etc.

(6) All installed fiber will be tested and certified to ANSI TIA/EIA 568-B.2 standards with a level IV tester (Fluke DSP or Ideal LanTek II).

12. Labeling

a) Fiber and copper cabling testing results are required for all cables installed. All network cables shall be certified with the test result printed and sent to West Chicago Public Library for verification prior to connecting to the network switch.

b) Copper patch panels shall be labeled with the device numbers as indicated on the prints.

c) There should not be any splices or termination between the patch panel and the end device.

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13. Additional Project Deliverables
 - a) Close out Package to include at a Minimum:
 - (1) Network Riser Diagram of all TCP/IP devices including
 - (a) TCP/IP Settings for each device including IP address
 - (b) Single Line diagram depicting network switch connection
 - (c) Network switch port assignment
 - (2) Single Line Diagram, "as-builds" for the camera system
 - (3) Warranty Letter including the following information
 - (a) Warranty start date
 - (b) Warranty end date
 - (c) Account Managers contact information
 - (d) Service Manager's contact information
 - (e) Service account number
 - (f) Phone and email address information to request service
 - (4) Provide two full sets of E size paper drawings. One set for the mall management team and one set for inside the server rack for service technicians.
 - (5) PDF copy of the as-built prints sent to the owner.
 - (6) Electronic copy of the AutoCAD prints unprotected shall be provided to the owner

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B. Specific Camera/Server Locations - Scope of Work – 23 Cameras Total

1. Camera One
 - a) Axis P3227 LVE
 - b) Location
 - (1) NW Corner, camera looking NE onto grass & Washington Street

2. Camera Two
 - a) Axis P3227 LVE
 - b) Location
 - (1) NW Corner pointed South at Entry pull-up

3. Camera Three
 - a) Axis P3227 LVE
 - b) Location
 - (1) SW Corner looking at Bike Rack

4. Camera Four
 - a) Axis P1265 Pinhole
 - b) Location
 - (1) Library's Main entry door, looking out.

5. Camera Five
 - a) Axis Q3708
 - b) Location
 - (1) SE mid upper section on the back of the building looking out at picnic playground area and parking lot (3 lens)

6. Camera Six
 - a) Axis P3227 LVE
 - b) Location
 - (1) NE Recessed Corner looking at HVAC and Employee Parking lot

7. Camera Seven
 - a) Axis P3227 LVE
 - b) Location
 - (1) North Corner looking at Turner Court Entrance

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8. Camera Eight
 - a) Axis M3106 LVE
 - b) Location
 - (1) Page A-1 Lower Level Floor Plan Grid F #14
 - (2) Stairwell 2

9. Camera Nine
 - a) Axis 3105 L
 - b) Location
 - (1) Page A-1 Lower Level Floor Plan Grid E/F #13
 - (2) Electrical Room

10. Camera Ten
 - a) Axis 310S L
 - b) Location
 - (1) Page A-1 Lower Level Floor Plan Grid E #7/8
 - (2) Elevator Area

11. Camera Eleven
 - a) Axis P3227 LVE
 - b) Location
 - (1) Page A-2 Main Level Floor Plan Grid (Sub) A #3/5
 - (2) Loading Dock Area

12. Camera Twelve
 - a) Axis M3105 L
 - b) Location
 - (1) Page A-2 Main Level Floor Plan Grid C #3/4
 - (2) Receiving Room Area

13. Camera Thirteen
 - a) Axis M3106 L
 - b) Location
 - (1) Page A-2 Main Level Floor Plan Grid G #3
 - (2) Staff Hallway to Bathroom

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14. Camera Fourteen
 - a) Axis M3105 L
 - b) Location
 - (1) Page A-2 Main Level Floor Plan Grid G/H #3/4
 - (2) Office Reception Area

15. Camera Fifteen
 - a) Axis P3225 LV
 - b) Location
 - (1) Page A-2 Main Level Floor Plan Grid G/H #4/5
 - (2) Over welcome desk looking at entrance to library

16. Camera Sixteen
 - a) Axis Q3707
 - b) Location
 - (1) Page A-2 Main Level Floor Plan Grid E #5/6
 - (2) Overlooking public areas (4 lens)

17. Camera Seventeen
 - a) Axis M3105 L
 - b) Location
 - (1) Page A-2 Main Level Floor Plan Grid G #11
 - (2) Between Bathrooms and Stairwell looking at aisles

18. Camera Eighteen
 - a) Axis Q3707 (3-6mm lens)
 - b) Location
 - (1) Page A-2 Main Level Floor Plan Grid G/H # 12/13
 - (2) Center of the room placed as ceiling mount (4 lens)

19. Camera Nineteen
 - a) Axis Q3707
 - b) Location
 - (1) Page A-3 Upper Level Floor Plan Grid D/E #4/5
 - (2) Center of the room placed as ceiling mount (4 lens)

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- 20. *Camera Twenty*
 - a) *Axis Q3707*
 - b) *Location*
 - (1) *Page A-3 Upper Level Floor Plan Grid D #13*
 - (2) *Ceiling mount (4 lens)*

- 21. *Camera Twenty-One*
 - a) *Axis Q3707*
 - b) *Location*
 - (1) *Page A-3 Upper Level Floor Plan Grid G/H #12*
 - (2) *Adult Services Area SW Corner (4 lens)*

- 22. *Camera Twenty-Two*
 - a) *Axis M3106 L*
 - b) *Location*
 - (1) *Page A-3 Upper Level Floor Plan Grid G/H #13*
 - (2) *Place in corner of the area looking down aisle & far wall*

- 23. *Camera Twenty-Three*
 - a) *Axis Q3707*
 - b) *Location*
 - (1) *Page A-3 Upper Level Floor Plan Grid G/H #7/8*
 - (2) *Adult Services area ceiling maunt (4 lens)*

- 24. *Server*
 - a) *Axis S1032 Mk II*
 - b) *Location*
 - (1) *Page A-2 Main Level Floor Plan Grid G #9/10*
 - (2) *By current IT rack in hallway*
 - (3) *Additional electrical power is needed here*

- 25. *Server Rack*
 - a) *One Floor or Wall Mount 12-18 RU with locking capabilities*
 - b) *Tripp lite, Middle Atlantic or Owner Approved Equivalent*

- 26. *Monitors*
 - a) *One 42" 1080 HD Samsung, LG or Owner Approved Equivalent*
 - b) *One 32"-36" 1080 HD Samsung, LG or Owner Approved Equivalent*
 - (1) *Both must have HDMI, TVI ond VGA capabilities*

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END OF SCOPE OF WORK

Final Design sole responsibility of Vendor



#1-3) Axis P3227 LVE

Exterior Cameras #1-7

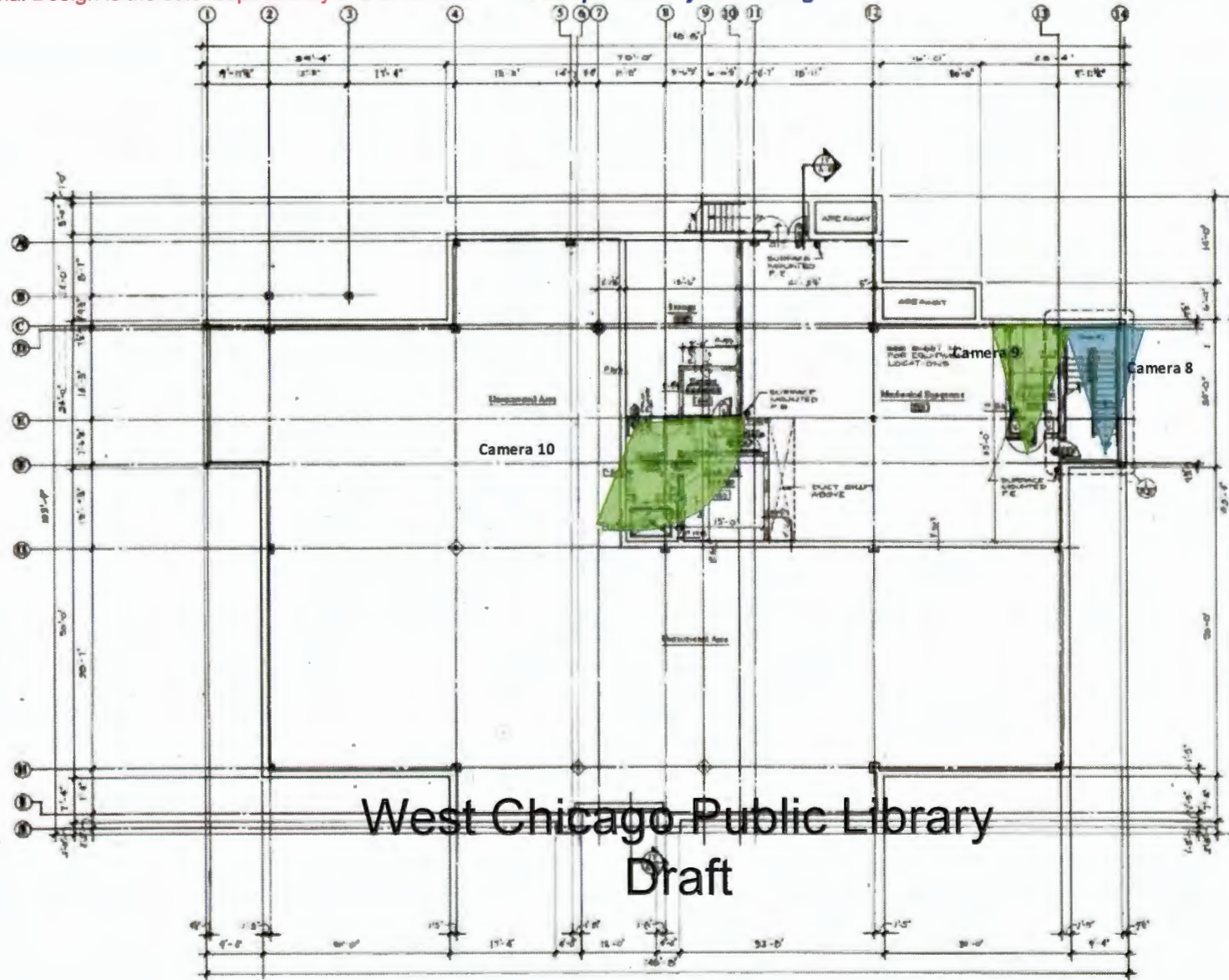
#4) Axis P1265

#5 Axis Q3708

#6 & 7) Axis P3227 LVE

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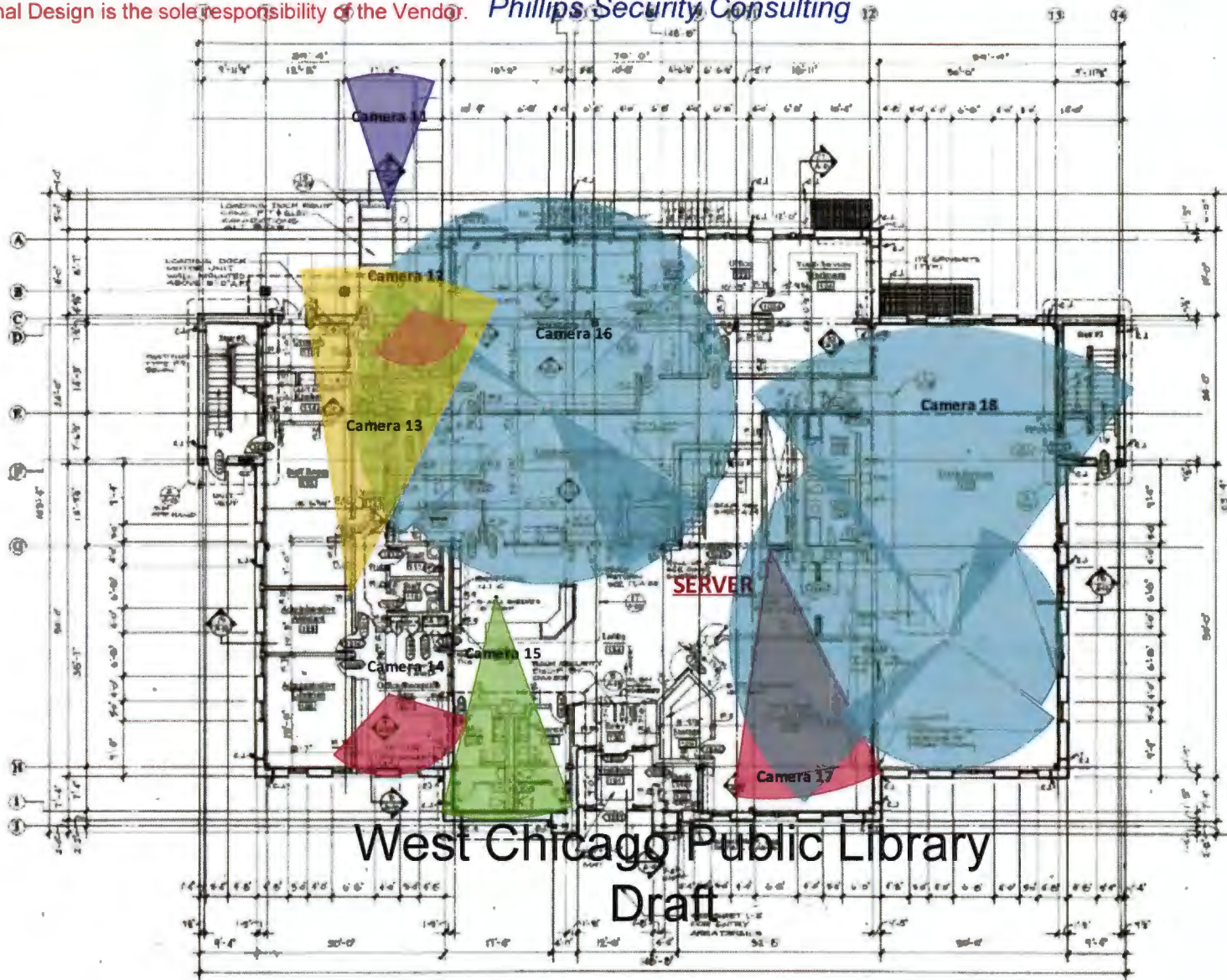
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A-1 Basement Level Cameras #8-10

#8) Axis M3106 LVE

#9) Axis M3105 L

#10) Axis M3105 L



A-2 Main Level Cameras #11-18

- #11) Axis P3227 LVE
- #12) Axis M3105 L
- #13) Axis M3106 L
- #14) Axis M3105 L
- #15) Axis P3225 LV
- #16) Axis P3707
- #17) Axis M3105 L
- #18) Axis P3707

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