



**Attachment A**

**RFP NO: 2021-1012**

**Statement of Work: Security Cameras**

**SCOPE OF SERVICES**

The Housing Authority of Covington (HAC) is seeking proposals from qualified entities to meet the following requirements in providing security cameras to HAC's 155 high-rise residential senior building apartments at Golden Tower, 50 E. 11<sup>th</sup> Street, Covington, KY 41011, where this system and services will need to be installed and maintained. The Golden Tower location is 16 stories along with a large lower level that will need to be serviced with these products

HAC is seeking proposals from qualified, licensed Contractor(s) with demonstrated professional competence and experience to provide all labor, equipment, goods, and supplies necessary to complete this project.

All proposed security camera systems must be new equipment of high quality with extended warranty periods. Proposed systems and equipment must comply with all Federal, State, City and local laws and ordinances. The proposed system should be expandable and as best possible "future proofed" to minimize additional costs over the course of time. Lastly, the systems must be "hardened" to protect against vandalism and adverse weather.

HAC reserves the right to award multiple contracts to create a "pool" of contractors.

**PROJECT DETAILS:**

HAC and Cincinnati Bell contracted in late July 2021, to upgrade Golden Tower's cable and internet capabilities. This upgrade may aid contractors in the installation and the capabilities of the requested security cameras for this RFP. Cincinnati Bell is currently installing Optical Fiber Solutions Invisilight Fiber distribution to all 155 apartments. This system will provide each unit with internet upgrades, television and phone services over Fiber Optics. Cincinnati Bell expects this project to be completed on or about October 20, 2021.

Golden Tower has existing security cameras and camera monitoring systems that will need to be removed as new equipment is installed. HAC estimates that Golden Tower has between 115 and 125 cameras that will need to be disconnected as part of this RFP. In addition, all obsolete co-axial wiring, cameras and head end equipment will need to be replaced.

Responsible contractors should expect to install the following or similar type equipment:

- Furnish and install between 105 and 120 IP cameras, replacing all indoor installations
- Furnish and install 2 new 360 degree fisheye cameras
- Demo all existing co-axial cable
- Replace with cat5 8 conductor cable as needed
- Replace all existing head end DVR equipment, replacing with new NVR's

- Furnish and install new Power Over Internet switches as needed
- Provide all system setup, programming, troubleshooting, testing and customer training as needed.

When complete this installation will include the option to view the installation off premise in real time with the ability to access specific cameras on a manager's cell phone or off site computer.

## **PERFORMANCE EXPECTATIONS:**

- **Performance and Reliability** - Any implemented system should maintain a minimum of 95% uptime of any managed device and connectivity. Contact and support numbers and information will be provided to report and escalate outages and/or other unanticipated system issues.
- **Orientation** - The proposing firm will provide orientation that will properly prepare HAC staff in the use, management services and any planned and unplanned maintenance.
- **Warranty and Post Implementation Support** - The proposing firm will provide manufacturer and vendor warranties on equipment and installation services covering firmware, hardware and software.

## **RFP RESPONSE REQUIREMENTS:**

Potential Contractors must submit a detailed scope of work outlining the project plan, tasks, scheduling, and milestone events. In general, HAC anticipates a “turnkey” full-service process. To that end, services are expected to include, at a minimum, the following:

1. All necessary equipment including access points, antennas, CPEs, powersupplies, etc.
2. Suitable locations for mounting equipment. (Please note: the selected Contractor will be required to work with, and receive approval from, HAC Property Management and other departments for the use of HAC infrastructure for the mounting of equipment.)
3. All installation services for all equipment (The potential Contractor will be responsible for securing any required permits, if applicable; these may be no-fee permits.)
4. All necessary testing to assure acceptable service in the coverage area(s).
5. Provision and management of the manufacturer’s warranty.
6. Any necessary training to HAC staff.
7. Post-installation support of the system, as needed.

## **GENERAL REQUIREMENTS:**

The contract will be awarded only to a responsible Contractor. To qualify, a prospective Contractor must meet the following standards, as they pertain to this Request for Proposal.

- The Contractor must have adequate technical and financial resources and equipment for performance, or have the ability to obtain and to manage such resources and equipment as required during the performance period of the proposed contract.
- The Contractor must have the necessary experience, organization, technical qualifications, skills and facilities or have the ability to obtain and to manage them (including any sub-consultant requirements).
- The Contractor must be able to comply with the proposed or required performance schedule.
- The Contractor must have a satisfactory record of contractual performance.

## **CONTRACT TERMS**

The successful Proposer shall be expected to execute HAC's standard professional service contract. The term of the contract shall be effective when executed by HAC for a period of time negotiated between the two parties but at no time shall the contract exceed five (5) years. Contract negotiations will be discussed upon the interview, if applicable, with selected candidate(s).

**Please note: HAC reserves the right to engage multiple service providers, as needed, based on area of expertise.**