



ADDENDUM #1

To: All Companies Interested in Submitting a Proposal
From: Diane Muench, CPPB, Purchasing Agent
Proposal: Body Worn Cameras, RFP #PUR0717-006, Dated: 09/22/17
Subject: Addendum #1 (4 pages)
Date: October 3, 2017

Please note the following specification changes/additions/clarifications relative to the above Request for Proposal.

- 1) **Question:** Would the City prefer Certificates of Insurance be provided with our response or upon notification of award?
Answer: The Certificate of Insurance can be submitted upon award of the contract. Vendor should have their insurance agent review the requirements and sign Page 24 in Attachment C.
- 2) **Question:** Would the City consider a 3 or 5 year contract **along with associated pricing incentives and the option to cancel for non-appropriation of funds.**
Answer: PD would consider a 3 year contract option, but not any longer than 3 years.
- 3) **Question:** Requirement 3.1.1, what is the City's expected deployment schedule over time after the initial 50 (i.e. how many cameras will be deployed at each phase)?
Answer: After the initial deployment of approximately 50 cameras, it is estimated that there will be at least two additional phases of approximately 30 cameras each. This is dependent on other factors such as storage availability and funding.
- 4) **Question:** Can the City please explain 4.1.4 "The City's contracted vendor will perform all installations in the vehicles under a separate contract" since this is a BWC RFP.
Answer: There is a current contract with an installation vendor that installs all non-factory emergency lighting and technology in our fleet. Due to the fact that they have the knowledge of the system and the wiring we will require that they install any hardware for a body-worn camera system as to not compromise the integrity of the other systems that are installed.
- 5) **Question:** Can the City please share what body camera is currently being piloted.
Answer: Panasonic Arbitrator 360 Mk3.
- 6) **Question:** What current Digital Evidence Management System is the City utilizing?
Answer: Panasonic Arbitrator for interview room and dash cam video, Unified Evidence Management System (UEMS).
- 7) **Question:** Can the City please share what type of router is currently being used with the current in-car system?
Answer: Aruba wireless used to offload in-car video to network.
- 8) **Question:** Can the City confirm that the Proposal Pricing Submittal Form should go in Tab 5 with all other Submittal forms? Does the City want 1 original and 3 copies of the cost proposal?
Answer: Please insert the Proposal Pricing Submittal Form under Tab 5 and include a copy in all 4 of the proposal submittals.
- 9) **Question:** Page 17 of the RFP documents appears to be missing, can the City please provide that for vendors?
Answer: The RFP can be accessed on the City of Cedar Rapids website, www.cedar-rapids.org.

- 10) **Question:** If the agency opts for web based storage, is it a requirement that the data is redundant across multiple geographic locations within the country?
Answer: Yes.
- 11) **Question:** If the agency opts for web based storage, is it a requirement that the data is always active (i.e. the data must be accessed immediately)?
Answer: Yes.
- 12) **Question:** Requirement 4.1.3, if the agency's digital evidence management system resides on-premise, should the proposer include an estimate of maintenance cost and overhead in their proposal?
Answer: Yes.
- 13) **Question:** Requirement 4.2.5.e) does the City require a solution that complies with CJIS-level or above standards, both at the infrastructure and software layers throughout the terms of the contract?
Answer: Yes.
- 14) **Question:** Requirement 4.3.1, does the City have plans to upgrade its in-car systems in the next 12 months?
Answer: No.
- 15) **Question:** Requirement 4.4.3, In addition to multiple mounting options, does the City desire multiple styles of cameras, such as body and point of view ("head mountable") cameras?
Answer: No, this is not being considered at this time.
- 16) **Question:** Requirement 4.7.2, does the City's current in-car or body worn camera systems integrate with its CAD or RMS system?
Answer: No.
- 17) **Question:** Requirement 4.7.13, does the City prefer or require video evidence to be securely shared electronically with third parties (i.e. City Attorney)?
Answer: Yes.
- 18) **Question:** 4.7.13, does the City prefer or require the vendor solution to include a native redaction capability within the software or just the ability to manage redacted videos?
Answer: Require the capability to redact within the software.
- 19) **Question:** Requirement 4.7.15, is this to support two officers in the same vehicle or is this to support different camera types for the same officer?
Answer: Two officers in the same vehicle.
- 20) **Question:** Requirement 4.8.4, what other automated triggers outside of the vehicle does the City wish to activate their BWCs? For example, officer's sidearm, other weapon, etc.?
Answer: None.
- 21) **Question:** Does the City require a single sign-on (SSO) solution for its Active Directory users?
Answer: Yes.
- 22) **Question:** Regarding the proposal evaluation, does the City plan to incorporate a field test either during or after the RFP process to ensure all elements of the proposal can be validated and the solution can be readily deployed in the field?
Answer: Yes, field testing would be required.
- 23) **Question:** Is the City interested in visiting vendor's headquarters (hardware, software, manufacturing and research and development)?
Answer: No.

- 24) **Question:** Does the City require unlimited body worn camera storage? If so, does the agency require this for all resolutions, not just standard definition (480p)?
Answer: Per current policy, all footage needs to be retained for three years. It does need to include all resolution categories. Current acceptable resolution is 720p.
- 25) **Question:** Is an end-to-end warranty on all hardware required?
Answer: Please include all warranty information for hardware, software and equipment with the proposal response.
- 26) **Question:** Section 5.2.1, Is there a minimum deployment experience required from a proposer with regards to number of cameras and time in the field?
Answer: There is no set minimum deployment experience required, but it will be considered upon review of those proposals that are submitted. Cedar Rapids cannot be the first deployment - the awarded Vendor must have some level of experience.
- 27) **Question:** How often does the City plan on refreshing hardware and software, and should those upgrades be built in to the proposed cost?
Answer: Yes. Preference would be to consider required software upgrades with a plan to upgrade at least every five years. Hardware refreshing would be on an as needed basis at this time.
- 28) **Question:** Do you require periodic scans of your application and infrastructure for vulnerabilities to ensure there are no open doors to sensitive data? Do you have requirements around how quickly these vulnerabilities should be fixed?
Answer: Such scans will be conducted by other vendors. Identified vulnerabilities should be remediated as soon as possible.
- 29) **Question:** Should the proposed solution include 24x7 security monitoring of the data storage AND the application?
Answer: No.
- 30) **Question:** Does the City require user activity and evidence access logging to be tamper-proof (even from system administrators)?
Answer: Yes.
- 31) **Question:** Does the City have requirements around acceptable data loss and system downtime if servers were to go down because of natural disaster or system failure?
Answer: Services provided by the vendor cannot experience any downtime.
- 32) **Question:** Should data remain encrypted when it is in transit to be shared with people outside your agency? Do you still require chain of custody to be logged and within your domain of control?
Answer: Yes.
- 33) **Question:** Does the City require the vendor's solution to enable multi-factor authentication?
Answer: Yes, this is preferred.
- 34) **Question:** Does the City require that the provider maintain security and compliance certifications and reporting (such as ISO 27001, ISO 27018, CSA STAR Attestation, and SOC 2) that explicitly name the provider of the service and not that of a subcontractor or partner?
Answer: No.
- 35) **Question:** Would the City consider a Vendor's solution compliant if it was not Panasonic Arbitrator 360 infrastructure, but which meets all other RFP requirements and that would replace existing Panasonic Arbitrator 360 infrastructure at no cost to the City? If so, how should Vendor reflect that on the Proposal Pricing Submittal Form?
Answer: The city's preference would be that the solution would integrate seamlessly with the Panasonic Arbitrator and UEMS (evidence management system) currently being utilized. The concern is that new infrastructure for an entirely new system would result in the need to maintain both systems for a number of

years due to retention requirements. Vendor may submit a solution which replaces the Arbitrator 360 infrastructure at no cost to the City (money and time) and it will be considered during the evaluation period.

- 36) **Question:** Is the City interested in a leasing option? If so, how should Vendors reflect that on the Proposal Pricing Submittal Form? Would attachments be acceptable?

Answer: No.

All addenda that you receive shall become a part of the contract documents and shall be acknowledged and dated on the bottom of the Signature Page (Attachment B). The deadline for sealed proposals is Tuesday, October 17, 2017, before 3:00 pm CDT at the Office of the City Clerk, 101 First Street SE, Cedar Rapids, IA 52401.