



## ADDENDUM #2

**To:** All Companies Interested in Submitting a Proposal  
**From:** Rebecca Johnson, CPPB, Purchasing Agent  
**RFP:** Bus Camera System (RFP #PUR0318-157); Dated: April 30, 2018  
**Subject:** Addendum #2 (5 pages)  
**Date:** May 21, 2018

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The following questions and/or clarifications were asked relative to the above-listed Request for Proposal. This memo is sent for clarification to all companies to whom the RFP was sent.

1. In Section 4.1, Background, the RFP states "Currently, each of the thirty (30) buses in the City's fleet is outfitted with a DVR and seven (7) analog cameras with 4CIF max resolution." Please clarify if the removal of the existing systems is required.

**Answer:** Yes, removal of the existing systems is required. However, the City is open to the reuse of current compatible components.

Also, the total number of buses to be updated was originally said to be thirty (30), however, due to the replacement of the six (6) oldest buses in the fleet in the coming months, the total number of buses to be updated will initially be 24. The City does plan to have the newer system installed on the six (6) new buses as they replace the older buses.

2. Will vehicle installation take place at one location or several different locations? Please provide the address of all vehicle installation locations.

**Answer:** All vehicle installations will take place at the City's transit garage facility located at 427 8<sup>th</sup> St. NW, Cedar Rapids, Iowa 52405.

3. On page 9 of the RFP, 4.3.1a states "Minimum resolution of 1080p – If not all analog cameras can be replaced the City is willing to use some of the current analog cameras in combination with some higher resolution cameras in more critical areas". In 4.3.1b the RFP also states "Two (2) additional camera positions to include one for the driver's area and one mounted on the inside rear, facing the front of the bus". Will the quantity of cameras per bus vary? What is the total quantity of cameras per bus we are required to quote?

**Answer:** All buses will have the same quantity of cameras. Currently each bus has a total quantity of 7 cameras. However, the City is wants to add two additional cameras to each bus, bringing the total quantity to 9 cameras per bus. System limitations in regard to maximum allowable cameras per system is unknown. Therefore, if it will be more feasible to add only 1 additional camera for a total quantity of 8 per bus, the City may be willing to consider it. It is preferred to have both additional camera positions to include one for the driver's area and one mounted on the inside rear, facing the front of the bus, but if only one additional position is possible the one for the driver's area will take priority.

4. Will the City please clarify the number of both interior and exterior cameras required per vehicle?

**Answer:** Currently, there are two exterior cameras mounted outside on the front left and right sides of the bus facing front to rear. The third camera is mounted on the inside front of the bus facing the front bus window. The remaining 4 inside cameras show the front door, back door, front half of bus from front to back, and rear half of the bus from midway to back. The aforementioned request for the 2 additional inside cameras will bring the total number of inside cameras to 7 and outside cameras to 2 for a total quantity of 9 per bus.

5. On page 9 of the RFP, 4.3.2a states “Remote/wireless video downloads and a live video option”. For this RFP, should our solution include an on-board wireless radio (WiFi/LGT), Access points for WiFi downloads and a server to host the VMS application and be utilized for video storage? If the City has an existing infrastructure in place that we are to utilize, may the specifications for existing hardware be provided to ensure proper integrations?

**Answer:** “Remote/wireless video downloads and a live video option” are options that are not currently in use by the City’s existing camera system. However, because ongoing cost of service/maintenance for these options are unknown, they are only preference items. The City requests that proposals include initial/ongoing cost associated with and without these “preference items”.

The City will be responsible for the facility wireless infrastructure and providing a server and proposers are only to supply onboard wireless equipment.

6. Does the City desire that a proposed system only have the capability to support the remote/wireless video downloads and live video option in the future, or does the City want the proposed system to include the capability now as a feature of the system?

**Answer:** See answer to question 5 above. For cost comparison, the City would like proposals to include these capabilities now as a feature of the system and proposal without these features.

7. If the City desires the capability for wireless downloading now, please advise where the vehicles will return at the end of each day and the full address of this location. At this location, is there a WLAN in place and if so, can you advise the make and model of any access points?

**Answer:** All vehicles return to the City’s transit garage facility each day located at 427 8<sup>th</sup> St. NW, Cedar Rapids, Iowa 52405. The City will be responsible for the facility wireless infrastructure and supplying a server and proposers are only to supply onboard wireless equipment.

8. Can you please advise what your intent is when you state “Live Video Option”? If you mean the ability to view live video on the vehicles (which would require a cellular connection), please advise if the City has an existing cellular plan in place and if that would be used to stream the video or would the proposer need to include a data plan as part of the solution being proposed.

**Answer:** The City already has a cellular provider, Verizon wireless.

9. Does the City have a preferred cellular provider, or will the vendor be responsible to include data rates and plans in our pricing?

**Answer:** Verizon wireless is the City’s cellular provider.

10. Will the City please clarify whether or not a certificate of insurance is required to be submitted along with the proposal?

**Answer:** The City prefers to have a certificate of insurance (COI) submitted with the proposal to save time obtaining the required documents following award, but will not penalize a vendor for not including it in the proposal. However, the “Certification Regarding Ability to Obtain Required Insurance” provided in Attachment C (page 23 of RFP) shall be included with the proposal. The purpose of this form is to confirm that the vendor has discussed the requirements with their insurance company, will be able to obtain the required COI and endorsement, and has included the insurance costs in their proposed pricing.

11. If proposers can provide a complete new solution, would the City also like us to include a proposal to utilize the existing cameras as a cost effective option? If so, what make/model are the existing cameras onboard?

**Answer:** Yes, however, improved camera resolution is high priority. If new systems will allow current cameras to show with improved quality, a proposal utilizing the existing cameras as a cost effective option is acceptable. Reusing all current cameras and having them show exactly as they do now would not be acceptable as the City is looking for improvement to camera picture quality. However, the City is also

willing to use a combination of some of its current cameras along with some improved cameras in more critical areas. Total quantity of cameras per bus will still remain 8 or 9.

Of the 24 buses that will initially be updated, the current systems are as follows:

- 2 buses (newest) use mobileview 3000 DVR, 6 mobileview 9100 series interior cameras and 2 mobileview 9000 exterior cameras
- 4 buses (newer) use mobileview 3000 DVR, 4 mobileview 7100 series interior cameras, 1 mobileview front facing camera (MSS-7007-00-FF), and 2 mobileview wedge cameras (MSS-7008-VHS)
- 18 buses (older) use mobileview III DVR, 7 mobileview cameras (MSS-8001-XX-00) and 1 mobileview wedge camera (MSS-7008-VHS)

12. On page 9 of RFP, 4.3.4 states: "The current system has a maximum hard drive (HDD) capacity of 2 TB. The proposed system shall include the option to upgrade this capacity." Will the City please clarify if they want a proposal for 1 TB systems as well as 2 TB systems?

**Answer:** Yes, the City would like proposals for 1 TB and 2 TB systems.

13. Please advise the make and model of the existing cameras on the vehicles.

**Answer:** See response to question 11 above.

14. In Addendum #1, 7 camera locations are listed. In the RFP on page 9, it is indicated that in addition to the existing 7 cameras there will be "Two (2) additional camera positions to include one for the driver's area and one mounted on the inside rear, facing the front of the bus". The second camera position (inside rear looking forward) appears to be a duplicate of an existing camera location listed in the Addendum (Interior looking from front to back). Will the City accept an 8 channel DVR that would support the existing 7 positions and the additional position that would cover the driver's area? We are confident that an 8 channel DVR would be able to provide the City with comprehensive coverage that would cover the listed camera position areas using 8 cameras.

**Answer:** Yes, the City will consider an 8 channel DVR that will support the existing 7 positions and the additional position that will cover the driver's area.

15. For removal of the existing system, will we cut at the DVR and tuck the wires/cables so they are hidden (least labor intensive) or will we need to remove the DVR, cameras, and all cabling and wiring for reuse (most labor intensive)?

**Answer:** To remove the existing systems the awarded vendor will need to remove the DVR, cameras, and all cabling and wiring for reuse.

16. At the delivery location, is there a dock, pallet jack, or forklift provided by the City to aid in delivery of the equipment?

**Answer:** No

17. Which of the following wireless features are required?

- Wireless download of recorded video events or Scheduled Downloads (requires PRO8CMS Software)
- Live View or Live Tracking (requires Cellular Connection with a minimum 5G data plan)
- Health Events (MotoTrax), includes text messages notification of system health (Available with WiFi or cellular connection)

**Answer:** Wireless download of recorded video events or schedules downloads and live view or live tracking are required.

18. What type of wireless connection is required?

**Answer:** The City will be responsible for the facility wireless infrastructure and proposers are only to supply onboard wireless equipment. Onboard Wi-Fi and Cellular connections are options that the City would like to consider but are not required.

19. Please provide name, phone, and e-mail for the IT Department contact person. Are we permitted to contact this person prior to bid opening to obtain clarity of your needs?
- Answer:** Contact information for IT staff will be provided to the selected vendor following award of the contract. All correspondence during the open RFP process and evaluation period shall be submitted in writing to [r.johnson2@cedar-rapids.org](mailto:r.johnson2@cedar-rapids.org). The deadline for questions and requests for clarification passed at 3:00 p.m. on Wednesday, May 16, 2018.
20. If WiFi is required, is the vendor responsible for providing and mounting the access points on the existing building or pole?
- Answer:** No, do not include the access points in your proposal response. The City will be responsible for the facility wireless infrastructure and proposers are only to supply onboard wireless equipment.
21. May we schedule a site visit?
- Answer:** No, not during the open RFP process. Responsive proposers selected to move on to the interview phase of the evaluation process may be asked to meet with the evaluation committee so a site visit could be arranged at that point.
22. Will the selected vendor be responsible for providing a server?
- Answer:** No
23. Will we be able to have a secure remote access to the server for upgrades and maintenance?
- Answer:** No
24. On page 9 in Section 4.3.6 of the RFP it states "Information describing cost and service levels of maintenance and support options shall be included in proposal submittal". Please describe your intent of use and expectations for this requirement.
- Answer:** The current camera system is stand-alone and does not include any ongoing cost as everything is done manually. The current setup does not involve many of the options requested in the RFP such as wireless downloads, live video feed and use of a cellular network. Also, issues with system/firmware, upgrades, troubleshooting, software errors/upgrades, ongoing support, etc., are part of the intent and use and expectation for this requirement.
25. In Addendum #1 you state you have an interior looking from back to front. In 4.3.1b of the RFP you state that two (2) additional camera positions to include one for the driver's area and one mounted on the inside rear, facing the front of the bus. Please clarify how many cameras you are requiring with rear looking front view.
- Answer:** The buses do not currently have an interior camera looking from back to front. That was added in error. Thus, the City is only requiring 1 camera with rear looking front view.
26. Section 4.3.1b, "Two (2) additional camera positions to include one for the driver's area and one mounted on the inside rear, facing the front of the bus", Does this mean you are looking for replacement cameras for the existing seven (7) plus two (2) additional to gain more coverage, totaling nine (9) cameras? Please also clarify how this relates to the answers to questions in Addendum #1?
- Answer:** All buses will have the same quantity of cameras. Currently all buses have a total quantity of 7 cameras each. However, the City is wanting to add two additional cameras to each bus, bringing the total quantity to 9 cameras per bus. System limitations in regard to maximum allowable cameras per system is unknown. Therefore, if it will be more feasible to add only 1 additional camera for a total quantity of 8 per bus, the City would be willing to consider that also. Though it is preferred to have both additional camera positions

to include one for the driver's area and one mounted on the inside rear, facing the front of the bus, the one for the driver's area would take priority.

Additionally, improved camera resolution is high priority. If new systems will allow current cameras to show with improved quality, a proposal utilizing the existing cameras as a cost effective option is acceptable. Reusing all current cameras and having them show exactly as they do now, would not be acceptable as the City is looking for improvement to camera picture quality. However, the City is also willing to use a combination of some of its current cameras along with some improved cameras in more critical areas. Total quantity of cameras per bus would still remain between 8 or 9.

- 27.** Are automatic video downloads required or would operator initiated meet your requirements? Our use of the term, 'operator initiated', is defined as a requester using our viewing software to select a vehicle for video download.

**Answer:** Operator initiated would be sufficient.

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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 C). The deadline for proposal submittal is Wednesday, May 30, 2018 before 3:00 p.m. CDT.