



State of West Virginia
 Department of Administration
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

Request for Quotation

RFQ NUMBER
 DJS010296

PAGE
 1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
 TARA LYLE
 304-558-2544

RFQ COPY

TYPE NAME/ADDRESS HERE

VENDOR

DIVISION OF JUVENILE SERVICES

VARIOUS LOCALES AS
 INDICATED BY ORDER

SHIP TO

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
04/18/2011				

BID OPENING DATE: 04/28/2011 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
				ADDENDUM NO. 3		
				1. QUESTIONS AND ANSWERS ARE ATTACHED.		
				2. ADDENDUM ACKNOWLEDGEMENT IS ATTACHED. THIS DOCUMENT SHOULD BE SIGNED AND RETURNED WITH YOUR BID. FAILURE TO SIGN AND RETURN MAY RESULT IN DISQUALIFICATION OF YOUR BID.		
				END OF ADDENDUM NO. 3		
0001	1	LS		840-84		
				VIDEO SURVEILLANCE SYSTEMS		
***** THIS IS THE END OF RFQ DJS010296 ***** TOTAL:						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
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TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE
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WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

GENERAL TERMS & CONDITIONS
REQUEST FOR QUOTATION (RFQ) AND REQUEST FOR PROPOSAL (RFP)

1. Awards will be made in the best interest of the State of West Virginia.
2. The State may accept or reject in part, or in whole, any bid.
3. Prior to any award, the apparent successful vendor must be properly registered with the Purchasing Division and have paid the required \$125 fee.
4. All services performed or goods delivered under State Purchase Order/Contracts are to be continued for the term of the Purchase Order/Contracts, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise available for these services or goods this Purchase Order/Contract becomes void and of no effect after June 30.
5. Payment may only be made after the delivery and acceptance of goods or services.
6. Interest may be paid for late payment in accordance with the *West Virginia Code*.
7. Vendor preference will be granted upon written request in accordance with the *West Virginia Code*.
8. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.
9. The Director of Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the seller.
10. The laws of the State of West Virginia and the *Legislative Rules* of the Purchasing Division shall govern the purchasing process.
11. Any reference to automatic renewal is hereby deleted. The Contract may be renewed only upon mutual written agreement of the parties.
12. **BANKRUPTCY:** In the event the vendor/contractor files for bankruptcy protection, the State may deem this contract null and void, and terminate such contract without further order.
13. **HIPAA BUSINESS ASSOCIATE ADDENDUM:** The West Virginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, is available online at www.state.wv.us/admin/purchase/vrc/hipaa.htm and is hereby made part of the agreement. Provided that the Agency meets the definition of a Cover Entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the vendor.
14. **CONFIDENTIALITY:** The vendor agrees that he or she will not disclose to anyone, directly or indirectly, any such personally identifiable information or other confidential information gained from the agency, unless the individual who is the subject of the information consents to the disclosure in writing or the disclosure is made pursuant to the agency's policies, procedures, and rules. Vendor further agrees to comply with the Confidentiality Policies and Information Security Accountability Requirements, set forth in <http://www.state.wv.us/admin/purchase/privacy/noticeConfidentiality.pdf>.
15. **LICENSING:** Vendors must be licensed and in good standing in accordance with any and all state and local laws and requirements by any state or local agency of West Virginia, including, but not limited to, the West Virginia Secretary of State's Office, the West Virginia Tax Department, and the West Virginia Insurance Commission. The vendor must provide all necessary releases to obtain information to enable the director or spending unit to verify that the vendor is licensed and in good standing with the above entities.
16. **ANTITRUST:** In submitting a bid to any agency for the State of West Virginia, the bidder offers and agrees that if the bid is accepted the bidder will convey, sell, assign or transfer to the State of West Virginia all rights, title and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the State of West Virginia for price fixing and/or unreasonable restraints of trade relating to the particular commodities or services purchased or acquired by the State of West Virginia. Such assignment shall be made and become effective at the time the purchasing agency tenders the initial payment to the bidder.

I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, limited liability company, partnership, or person or entity submitting a bid for the same material, supplies, equipment or services and is in all respects fair and without collusion or fraud. I further certify that I am authorized to sign the certification on behalf of the bidder or this bid.

INSTRUCTIONS TO BIDDERS

1. Use the quotation forms provided by the Purchasing Division. Complete all sections of the quotation form.
2. Items offered must be in compliance with the specifications. Any deviation from the specifications must be clearly indicated by the bidder. Alternates offered by the bidder as **EQUAL** to the specifications must be clearly defined. A bidder offering an alternate should attach complete specifications and literature to the bid. The Purchasing Division may waive minor deviations to specifications.
3. Unit prices shall prevail in case of discrepancy. All quotations are considered F.O.B. destination unless alternate shipping terms are clearly identified in the quotation.
4. All quotations must be delivered by the bidder to the office listed below prior to the date and time of the bid opening. Failure of the bidder to deliver the quotations on time will result in bid disqualifications: Department of Administration, Purchasing Division, 2019 Washington Street East, P.O. Box 50130, Charleston, WV 25305-0130
5. Communication during the solicitation, bid, evaluation or award periods, except through the Purchasing Division, is strictly prohibited (W.Va. C.S.R. §148-1-6.6).

ADDENDUM NO. 3
DJS010296

Clarifications to specifications:

- C1. The Division of Juvenile Services is not replacing older parts. This equipment will be added to the facilities. Please use the bid form as provided in the RFQ.**
- C2. To remove Section 1.1, General Specifications – Subsection D in its entirety and replace with the following:**
- D. All systems and components shall be provided with a 72-hour turnaround repair express and 72-hour part replacement. Vendors will have 72 hours to ship and install replacement parts. All parts will be shipped FOB Destination. The repair and parts express shall be guaranteed by the manufacturer on warranty and non-warranty items. After warranty expiration, the vendor will invoice parts on cost plus percentage mark-up basis.**

Questions and Answers:

- Q1. Bid document states that questions will be accepted until 03/23/11 but I do not see the actual due date of the bid.**
- A1. The original bid opening was scheduled for 04/07/2011. Addendum No. 1 extended the bid opening to 04/14/2011. Addendum No. 2 extended the bid opening to 04/28/2011 at 1:30 pm.**
- Q2. The itemized spread sheet shows on line 24 a qty of 80 hours and a hour rate to be listed. Will the awarded contractor only be given 80 to complete this project?**
- A2. This is on page #18 9.1 covering vendor.**
- Q3. Page 18 section 9.1 states that DJS will install the cameras, does this mean that they are responsible for focusing? Also it states that the contractor is responsible for security cabinet installation. There are no security cabinets in the bill of material, will DJS be providing the cabinets.**
- A3. This is covered on page #11 4.1, 4.1.2, and 4.1.3.**
- Q4. Do you accept vendors from out of state? Our service technician will reside locally to provide timely support.**
- A4. Yes.**

Q5. Per the bid instruction, we will need to pay \$125 to be property registered, is that correct?

A5. You do not need to be a registered vendor in order to submit a bid. However, if you are the apparent successful vendor, you will need to register prior to the award of the contract. For more information, please see the following website:

<http://www.state.wv.us/admin/purchase/vrc/wv1.pdf>

Q6. How many pelco DVRs or VCRs do you have that require the matrix switch from Pelco? Do you know that Pelco does not product matrix switch anymore? Can we provide client servers that allow you to control the view for multiple monitors?

A6. Yes, please use the bid form as provided in the RFQ.

Q7. Do you still have VCRs that you are requiring the multiplexer for? Do you know that Pelco does not produce multiplexers anymore? Can we provide you with the DVRs so that you do not need to keep any of the VCRs?

A7. Yes, please use the bid form as provided in the RFQ.

Q8. What kind of security cabinet do you need? Are you going to mount them on the wall?

A8. Wall and floor. Please see page #11 4.1, 4.1.2, and 4.1.3 of the specifications.

Q9. Do you expect our dealers to mount the monitors? For each monitor, how many cameras do you wish to view? Do you have spot monitor, main monitor, etc for set up?

A9. Monitors will vary depending on facility size. We have spot monitor and main monitors. Please use the bid form as provided in the RFQ.

Q10. On the 4 64 ch hybrid, do you need them to support 16 ch IP? Does that mean it needs to support 48 analog cameras?

A10. Yes.

Q11. On the 3, 32 ch hybrid, do you need them to support 16 ch IP? Does that mean it needs to support 16 analog cameras?

A11. Yes.

Q12. How many existing analog vs IP cameras do you have in all the 10 sites that you have.

A12. All of the facilities have both analog and IP cameras. This information will be released to the successful vendor. Please use the bid form as provided in the RFQ.

Q13. Out of the analog cameras that you have, how many are PTZ cameras? What is the model number for the PTZ cameras? Are they using RS485 for PTZ control? Or are they using the coaxtron controller?

A13. RS485. The software has to be compatible.

Q14. What would you like to achieve with the multiplexers? Is there any display function (such as display 16 cameras at one time) that you desire to achieve via the multiplexers?

A14. Yes, we would like to achieve video to Charleston from all of the facilities.

Q15. Can the quoted Hybrid be used as a substitute for the requested 64 channel recorder? American Dynamics part numbers

ADHD320200

ADHD320400

ADHD320600

ADHD320800

http://www.americandynamics.net/Products/Hybrid_Digital_Video_Recorders.aspx

The quoted Hybrid will support 32 analog channels at 4 CIF 480 FPS, 32 Audio channels and 64 IP channels at HD, 30 FPS with Analytics per IP camera. With the use of 16 channels encoders and still retain 32 channels of IP growth.

A15. Yes, as long as it's compatible with ARMS.

Q16. For the bid #DJS010296 Video Surveillance Systems, do you have any existing PTZs?

A16. Yes.

Q17. If so, would you please give me the manufacturer and model #?

A17. This product is compatible with existing PTZs and analog camera. Please use the bid form as provided in the RFQ.

Q18. What protocol are you using? RS485 or using the coaxtron controller?

A18. RS485

Q19. In the DVR Camera System equipment list, there are total 26 hybrid DVRs and 50 cameras. Would you please let us know how you want to install them in 10 facilities?

A19. Please use the bid form as provided in the RFQ. This information will be provided to the successful vendor upon award of the contract.

Q20. If the quoted Hybrid will support 32 analog channels at 4 CIF 480 FPS, 32 Audio channels and 64 IP channels at HD, 30 FPS with Analytics per IP camera. With the use of 16 channels encoders and still retain 32 channels of IP growth, can the quoted Hybrid be used as a substitute for the requested 64 channel recorder?

A20. Yes, please use the bid form as provided in the RFQ.

Q21. Can 16 channel DVRs be used to fulfill 32 and 64 channel locations?

A21. Yes.

Q22. Do we add an estimated amount of wiring and powering needs to the bid? What suggested distances should we quote?

A22. Page #18, Section 9.1.

Q23. Will standard wall mounts be needed for camera installations? Any other known mounts needed?

A23. Page #18, Section 9.1.

Q24. Should we change the total estimated hours to reflect needs for installing quoted equipment?

A24. The bid form calls for approximately 80 hours. Please use the bid form as provided in the RFQ.

Q25. In the RFQ for Video Surveillance Systems for the Division of Juvenile Services, a Pelco Model IM10C10-1 Indoor Fixed Dome Camera with a 2.8-10mm Lens or Equal is specified in Section 5.1.9 Products (Page 14). Because this is an IP camera, a license must be issued and purchased in order for it to function as a component within a video surveillance system. Please clarify whether or not the cost of the required license is to be included in the bid price of that specific camera.

A25. Please include any costs in your bid.

Q26. Is Pelco the just basis of design or the required product?

A26. The specifications are written for Pelco or equal products.

Q27. I would like to know if we can do partial bid on this project?

A27. The purchase order will be awarded to the vendor with the most complete bid with the lowest grand total amount.

EXHIBIT 10

REQUISITION NO.:

ADDENDUM ACKNOWLEDGEMENT

**I HEREBY ACKNOWLEDGE RECEIPT OF THE FOLLOWING CHECKED
ADDENDUM(S) AND HAVE MADE THE NECESSARY REVISIONS TO MY
PROPOSAL, PLANS AND/OR SPECIFICATION, ETC.**

ADDENDUM NO.'S:

NO. 1

NO. 2

NO. 3

NO. 4

NO. 5

**I UNDERSTAND THAT FAILURE TO CONFIRM THE RECEIPT OF THE
ADDENDUM(S) MAY BE CAUSE FOR REJECTION OF BIDS. VENDOR
MUST CLEARLY UNDERSTAND THAT ANY VERBAL
REPRESENTATION MADE OR ASSUMED TO BE MADE DURING ANY
ORAL DISCUSSION HELD BETWEEN VENDOR'S REPRESENTATIVES
AND ANY STATE PERSONNEL IS NOT BINDING. ONLY THE
INFORMATION ISSUED IN WRITING AND ADDED TO THE
SPECIFICATIONS BY AN OFFICIAL ADDENDUM IS BINDING.**

.....
SIGNATURE

.....
COMPANY

.....
DATE