

Administration and Finance
Information and Technology Service



Request for Bids
Public Safety Video Control Room Design and Integration Project
Bid No. NHS-001-22

05/17/2021

I. Overview

The Boston Public Health Commission (BPHC) is the local public health department for the City of Boston. BPHC's mission is to protect, preserve, and promote the health and well-being of all Boston residents, particularly the most vulnerable.

As part of BPHC's efforts to have an equitable procurement process, BPHC will consider and encourage unrepresentative businesses that includes Minority-owned Business Enterprises (MBE), Women-owned Business Enterprises (WBE), Veteran-owned Business Enterprises (VBE), Disability-owned Business Enterprise (DOBE), Lesbian Gay Bisexual Transgender Business Enterprises (LGBTBE), and local businesses to apply to this RFB.

The Boston Public Health Commission, acting through its Information Technology Services Department invites competent persons, firms or corporations to apply for a request for bids for the Public Safety Department video control room design, configuration, and integration of current video surveillance cameras and to perform such work in coordination with BPHC Officials as it relates to the enclosed Scope of Work.

Copies of the application and related contact documents may be obtained online at: www.bphc.org/RFP on or after (5/17/2021).

2 sealed bids must be submitted directly to: Information Technology Services of the Boston Public Health Commission, 1010 Massachusetts Avenue, 2nd Floor, Boston, MA 02118 and one electronic bid to be submitted via email to Puneet Sharma (psharma@bphc.org). Applications must be in a sealed envelope. The front of the envelope must be labeled "Public Safety Video Control Room Design and Integration Project".

Submission for such work will be accepted until 5/31/21 4:15pm EST

LATE BIDS WILL NOT BE ACCEPTED.

II. Introduction

The Boston Public Health Commission (BPHC) is seeking bids from qualified public safety surveillance system firms to provide a new design, configuration, and integration of video control room for the Public Safety Department, with the ability to expand to additional surveillance cameras in the control room. The video control room shall include software, video control hardware, power, electrical receptacle, CAT 6A cable, ethernet jacks, HDMI cable, HDMI jacks, TV monitors, rack mounted PC/appliance, full rack, and furniture installation. The City owned video surveillance camera management software - Genetec must be used for viewing video surveillance cameras at the public safety video control room.

BACKGROUND

The BPHC operates and maintain (296) Axis CCTV IP Cameras. The storage area network (SAN) and Genetec software are maintained by the Department of Innovation and Technology at the City of Boston.

The BPHC Public Safety Department operates 24 hours a day, 7 days a week.

The City of Boston Records Retention Policy for Video footage is currently 30 days and unlimited storage if flagged.

The BPHC Public Safety Department video control room is approximately 700 - 800 square feet room.

OBJECTIVES

The objective of this Request for Bid (RFB) is to provide design, configuration, and integration of public safety video control room to monitor live video surveillance feed of the BPHC facilities, both interior and exterior.

The BPHC's expectations with the public safety video control room include, but are not limited to:

- a) Improved video control room facility
- b) Improved Management and Operations
 - I. Ability to Manage Video Control System on the Monitors
 - II. User Friendly Video Control Hardware System
 - III. Ability to Flag or Copy Surveillance Video for Evidentiary Purposes

CCTV IP Cameras

BPHC has Axis IP cameras at its facilities. Below are the number of CCTV cameras per facility.

Facility Address	Number of Cameras
35 North Hampton	06
112 Southampton	108
203 River St	13
205 River St	06
774 Albany St	07
785 Albany St	12
785 Albany St	51
Woods Mullen Shelter	93
Total	296

III. Scope of Work

- A. The general contractor and or their sub-contractor shall provide a new design configuration, and integration of the public safety video control room
- B. The general contractor and or their sub-contractor shall provide software, video control hardware, power, electrical receptacle, CAT 6A cable, ethernet jacks, HDMI cable, HDMI jacks, TV monitors, rack mounted PC/appliance, rack installation and any other related furniture for the video control room to monitor live video surveillance
- C. The general contractor and or their sub-contractor shall provide all engineering, design, integration, labor, commissioning, materials, transportation, and equipment to provide a complete functional system in accordance with the video surveillance software – Genetec and emergency call boxes (VOIP)
- D. The general contractor and or their sub-contractor shall be responsible for all coordination with other trades (including electrical) as applicable to ensure a functional complete system. General Contractor is responsible for resolution of conflicts with connection of and/or interaction of other systems including conduit, back boxes, floor boxes and pull boxes
- E. The general contractor shall be responsible to ensure that all means of support, suspension, attachment, fastening, bracing and seismic restraints used on the project are in accordance with all local, state, and federal building codes

F. The system will not be considered a complete functional system until all equipment's are tested and functioning without defect

G. The general contractor and or their sub-contractor shall label all the wiring and equipment at the public safety video control room

H. The general contractor and or their sub-contractor shall provide wiring diagram of all the equipment installed at the public safety video control room

I. The general contractor and or their sub-contractor shall remove all trash generated by the installation from the site. This includes all wiring and materials not being reused. It is expected that where appropriate, recycling of materials will be done. All recycling is to be done in compliance with local, state, and federal laws.

End of Scope

IV. RFB Timeline

Sunday, May 16, 2021	RFB Legal Notice publication in The Boston Globe
Monday, May 17, 2021	RFB available online at www.bphc.org/RFP by 10:00AM EST
Friday, May 21, 2021	Onsite mandatory walk through at 10:00 AM EST Project location: 785 Albany Street, 1st Floor, Boston, MA, 02118
Wednesday, May 26, 2021	Questions due via email by 5:00 PM EST to: Puneet Sharma at email- psharma@bphc.org Subject – Public Safety Video Control Room Design and Integration Project
Friday, May 28, 2021	Responses to questions available for viewing on www.bphc.org/RFP by 5:00 PM EST
Monday, May 31, 2021	RFB due by 4:15 PM EST – 2 sealed bids per company and 1 Electronic Bid Via Email (psharma@bphc.org) should be sent to: Boston Public Health Commission c/o ITS Department 1010 Massachusetts Avenue, 2nd Floor Boston, MA 02118 NO EXCEPTIONS TO THIS DEADLINE
June 2021	Notification of Decision: Desired date to award. BPHC has the discretion to extend this time period without notice to the proposers. All bids shall remain valid and open for a period of one hundred twenty (120) days from the bid submission date unless a proposer notifies BPHC of its withdrawal.

V. Instructions to Bidders

The Boston Public Health Commission acting by its Division of Information Technology, 1010 Massachusetts Avenue, Boston, MA hereinafter referred to the awarding authority, invites bids for:

Project title: Public Safety Video Control Room Design and Integration Project

Project location: 785 Albany Street, 1st Floor, Boston, MA, 02118

BID number: NHS-001-22

On site mandatory walk through: 5/21/2021 at 10:00 am

Bid Deadline: 5/31/2021

Bid Requirements:

- a. All prevailing wage laws will apply. The BPHC reserves the right to disqualify any or all bids based on either price or past performance.
- b. Any person submitting a bid for, or signing a contract to work on, a public building or public works project must certify under pains and penalties of perjury that he or she is able to furnish labor in harmony with all other elements of labor employed on the work and that all employees employed on the worksite, or in subject to the bid; And have successfully completed at least ten hours of OSHA approved training
- c. All Bidders must comply with the mandatory site visit, 785 Albany Street, 1st Floor, Boston, Massachusetts 02118 at 10:00 am. Failure to attend a site visit shall result in disqualification. BPHC reserves the right to accommodate make-up site visits.
- d. Property Management is not responsible for the UPS, or other delivery arrangements delays. Contractor is the sole responsible of submitting bids to the Awarding Authority in time/ no exceptions.
- e. 5% Bid deposit submissions are not required for this project.
- f. DCAM certification submissions are required for this project.
- g. Contractor shall be insured. A Certificate of insurance shall be produced during contractual documentation, and the Boston Public Health Commission shall be named on certificate. Contractor is required to submit Payment & Performance Bond in the amount of 100% the proposed work at the time of contractual documentation is requested.
- h. 2 sealed bids per company and one electronic bid via email to Puneet Sharma (psharma@bphc.org) should be sent to:
Boston Public Health Commission c/o Information Technology Services
1010 Massachusetts Avenue, 2nd floor,
Boston, MA 02118
By Monday, May 31, 2021 at 4:15 pm

* The Boston Public Health Commission is not responsible for mailing delays, please send bids out in advance to arrive by the specified date.

FAILURE TO FOLLOW THE ABOVE WILL DISQUALIFY ANY BID SUBMISSIONS.

VI. Instructions to Bidders

Prevailing Wages

Bidders are hereby notified that this project is subjected to M.G.L. C.149 s.27 and in accordance contractors must pay prevailing wages as set by the Commissioner of Labor and Industries. Prevailing Wages schedules attached.

Payment Bond

Bidders are hereby notified that a payment bond of a surety company qualified to do business under the laws of the Commonwealth and satisfactory to the Awarding Authority, and in the sum of 100% of the contract price will be required of the successful bidder

Bid Deposit

Bidders are hereby notified that bid deposits must be 5% of his/her bid, and shall be in the form of a bid bond, or certified check, treasurer's check, or cashier's check made payable to the Boston Public Health Commission

Insurance Requirements

1. Commercial General Liability Coverage and Limits:

Do not restrict the coverage provided in the form by any endorsement including: Premises-operations, personal injury-advertising injury, product liability- completed operations, and contractual liability.

Limits:

General aggregate – Per project	\$ 1,000,000.00
Products/Completed Operations Aggregate – Per Project	\$ 1,000,000.00
Personal and advertising Injury	\$ 1,000,000.00
Each Occurrence	\$ 1,000,000.00
Fire Damage Legal Liability	\$ 50,000.00
Medical Expenses (each individual)	\$ 10,000.00

Additional Insured: Owner shall be added as an additional insured.

2. Workers Compensation & Employers Liability Coverage and Limits: Workers Compensation:

Statutory coverage for all States of Operation. Employer Liability:

Each Accident:	\$ 1,000,000.00
Aggregate for Disease	\$ 1,000,000.00
Disease for Employee	\$ 1,000,000.00

3. Commercial Automobile Liability Coverage and Limits:

Provide coverage for all owned, non-owned, leased and hired vehicles. Bodily Injury-Property Damage, Combined Single Limit: \$ 1,000,000.00

4. Commercial Umbrella Coverage and Limits:

Each Occurrence	\$ 5,000,000.00
Annual Aggregate per project	\$ 5,000,000.00

Bidding Documents

- I. Bid Form
- II. Wage Rates
- III. DCAMM Certificate
- IV. 100% Payment and Performance Bond
- V. 5% Bid Bond
- VI. Sub Systems locations

VII. Submission Instructions

Please submit your Proposal before *Monday, May 31, 2021 due by 4:15 PM* –: 2 sealed bids per company and 1 Electronic Bid Via Email (psharma@bphc.org) should be sent to

Boston Public Health Commission
Attention: Information & Technology Services
1010 Massachusetts Avenue, Floor 2
Boston, MA 02118

Clearly mark Envelope or Box:

- 1) Company Name and Address
- 2) *“Public Safety Video Control Room Design and Integration Project”*

NO EXCEPTIONS TO THIS DEADLINE, May 31, 2021 by 4:15 PM