

Official Publication No. 8297

May 19, 2016

Procurement Division
330 2nd Ave South, Room 552
Minneapolis, MN 55401

Buyer Information:
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AN AFFIRMATIVE ACTION EMPLOYER

ADDENDUM NO. 1

“BIDS FOR CITY-WIDE SURVEILLANCE SYSTEM MAINTENANCE AND SERVICE”

That the above named bid be amended as follows:

See attached documentation for revisions.

THE BID OPENING REMAINS THE SAME

Please consider any changes and/or corrections as part of the original bid specifications and submit your bid accordingly.

Receipt of this addendum SHOULD be acknowledged on the Bid Form.

Bids opened 10:00 AM, Local Time, May 26th, 2016
Finance and Property Services – Procurement Division
City of Minneapolis

Item No. 1:

Clarification of Section 2.1.5

~~When it is the contractor's equipment, it must be fully operational prior to technicians leaving the job site.~~

2.1.5 Unless due to the City's equipment configuration or equipment that is faulty, all equipment must be fully operational prior to technicians leaving the job site. A follow up with the Authorized Requester is required to test and certify that the equipment is in working order. A departmental list of Authorized Requesters and approved alternates will be provided to the Contractor.

Item No. 2:

Clarification of Section 3.1.5

3.1.5 Contractors and its subcontractor must have Advanced Milestone Certification and be able to support Milestone compatible hardware-software hybrids or appliances (e.g. video servers pre-configured with Milestone XProtect software. Vendor needs to be an authorized Milestone reseller.

Item No. 3:

Remove entire Section 3.1.6.

Item No. 4:

Who is the current LPR vendor?

3M is the current LPR vendor.

Item No. 5:

Clarification of Section 3.2.2.15

The camera must have lightning surge protection that is properly grounded to the manufacturer's specifications. ~~The camera must have power isolation and lightning surge protection.~~

Item No. 6:

Desired factory warranty for cameras?

The City typically uses Axis cameras, which has a three-year warranty.

Item No. 7:

Will specifications be provided for jobs over \$10,000?

Yes.

Item No. 8:

What are the minority requirements?

The Department of Civil Rights has determined there are no goals on this official publication.

Item No. 9:

What exactly are you looking for in regards to port density, watts per port, managed/unmanaged, etc.

The City typically uses the HP 1920-24G-POE (370W) Switch.

Item No. 10:

Please use the updated Bid Form below in your bid submission.

See revised

Table B - Equipment – New and Replacements Parts, furnish and deliver

Table C - Video Software License

Table D - Software Support and Maintenance

Table E - Basis of Award

BID FORM

My/our bid to provide all materials, equipment, labor, incidentals (including permits and power to each outside camera location) and delivery for the **City-Wide Camera Surveillance System**, as needed and called for, to the City of Minneapolis – Various Departments; all in accordance with your bid specifications and bid form.

*Changes cannot be made to the bid form. A vendor will be disqualified if changes to the Bid Form are made and/or if additional items are added without prior approval per addendum.

Contract Duration: September 1, 2016 (award date) through August 31, 2019, with two one-year extensions

Bid Schedule

- Pre-Bid Meeting:
 - Friday, May 13th , 2016 9 AM – 9:45 AM, Local Time
 - Location – City of Minneapolis – Procurement Office
330 2nd Ave South, Room 552
Minneapolis, MN 55401
- Optional Tour of Facilities
 - Friday, May 13th , 2016 following the Pre-Bid Meeting at the Procurement Office
- Submit Questions:
 - Wednesday, May 18th, 2016 12 PM, Local Time
 - Email to – Ashley Matuke, at Ashley.Matuke@minneapolismn.gov
AND
Arthur Thomas, at Arthur.Thomas@minneapolismn.gov
- Post Addendum:
 - Thursday, May 19th , 2016, 3 PM, Local Time
 - Website - <http://www.ci.minneapolis.mn.us/finance/procurement/bidopenings/formal>

The City reserves the right to award multiple contracts to the three overall lowest responsive, responsible bidders, per the Basis of Award Table (Table E).

Please Return the Following with Your Bid:

- Bid Form
- Prevailing Wage Form
- Signature Block
- Insurance Certificate
- Separate Document listing your company's holidays
- Bid Bond in the amount of \$1,000.00

Note:

Successful bidders will be required to enter into a formal contract and provide a performance and payment bond in the amount of \$80,000.00.

Tables A through E

A. Time and Labor

No.	Description	Crew Type	Unit Type	Price
1	Weekday Cost	Service Technician	Hour	\$ /Hour
		Installer	Hour	\$ /Hour
		Project Manager	Hour	\$ /Hour
		System Engineer	Hour	\$ /Hour
		Layout/CAD Drawings	Hour	\$ /Hour
2	Weekday/Evening Cost	Service Technician	Hour	\$ /Hour
		Installer	Hour	\$ /Hour
3	Weekend/Holiday Cost	Service Technician	Hour	\$ /Hour
		Installer	Hour	\$ /Hour
4	Lift Truck	N/A	Daily	\$ /Day

B. Equipment – New and Replacement Parts, furnish and deliver

No.	Description	Brand	Percentage Discount Off MSRP
1.	Audio Monitoring Equipment	Louroe Electronics	%
2.	Microphone Equipment	Louroe Electronics	%
3.	Camera Equipment	GE/Kalatel	%
4.	Camera Equipment	Panasonic	%
5.	Camera Equipment	Bosch	%
6.	Camera Equipment	Altronix	%
7.	Camera Equipment	Axis	%
8.	Camera Equipment	Moog Quickset	%
9.	Audio and Video Encoders	Axis	%
10.	Audio and Video Encoders	Panasonic	%
11.	HVR Equipment	BCDVideo	%
12.	DVR Equipment	GE/Kalatel	%
13.	CCTV Mounting Bracket	Videolarm	%
14.	Cable	Cat 6 Indoor/Outdoor Rated	%

C. Video Software License

	Description	Percentage Discount Off MSRP
1.	Milestone software (each)	%

D. Software Support and Maintenance

	Description	Percentage Discount Off MSRP
1.	Milestone software license (yearly)	%

E. Basis of Award

1. Basis of Award (Refer to Table E)

- This bid will be awarded to the three lowest responsive bidders, per the Basis of Award Table.
- Bidders do NOT have to bid on all line items in Tables A- D; however all line items in the Basis of Award Table MUST be bid on to be considered responsive.
- Catalog pricing and/or a price sheet is not required to be submitted with your bid, however, the City may request MSRP pricing from the awarded Contractors at any time during the contract period. The awarded Contractors must provide the information within 48 hours of the City's request.
- At no time can the awarded Contractors charge more than the MSRP on items not listed on your Bid Form.

2. Work Distributed Between Contractors

- All service and maintenance related work requested by City Departments will be distributed to the original lowest awarded Contractor. If the original lowest awarded Contractor is unavailable to perform the work requested within ten business days or less, the City will request the second lowest awarded Contractor to perform that particular work request. If the second lowest awarded Contractor is unavailable to perform the work requested within ten business days or less, the City will request the third lowest awarded Contractor to perform that particular work request.
- Whenever non-maintenance/service related Project Work is anticipated to exceed \$10,000, the City will require itemized job quotes from the three awarded Contractors. The Contractor with the lowest quote, for that particular project, will be awarded that particular job.
- Quotes must reflect your hourly rates and discounts, or lower, as submitted on your Bid Form.
- Quotes must be delivered to the Authorized Requester within 10 business days.

E. Basis of Award Table

COMPLETE THE ENTIRE TABLE BELOW OR CONTRACTOR'S BID WILL BE REJECTED. The following scenario will be used to evaluate each Contractor's bid:

Quantity	Description	Part Number/ Brand	Price	Percentage Discount Off MSRP *
16 hours	Service Technician – Weekday	N/A	\$ /hour	N/A
16 hours	Installer – Weekday	N/A	\$ /hour	N/A
2 hours	Project Manager	N/A	\$ /hour	N/A
2 days	Lift Truck	N/A	\$ /day	N/A
2	Outdoor PTZ cameras	Axis – Q-6045-E	\$ /each	%
1000 feet	Cable and Wire	Mohawk Part # M58772 Design # LT55553 Jacket Color BLACK	\$ /foot	N/A
2	Milestone Software Licenses for Cameras (Not a Server License)	Milestone XPPCL	\$ /each	%

*Percentage Discount off MSRP: discount stated in the Basis of Award table MUST match above percentages (Table A-D).

SIGNATURE PAGE

F.O.B.: Destination

Acknowledge Addenda No. _____

Bidder must supply Federal Tax ID No. or Social Security No.

If Social Security Number is provided, this individuals name must be included as Bidder.

Bidder affirms that this bid(s) has been arrived at by the bidder independently and has been submitted without collusion with, and without any agreement, understanding or planned common course of action with, any other bidder of materials, supplies, equipment and services described in the invitation to Bid, designed to limit independent bidding or competition.

TWO complete bid responses including attachments to be returned, one of which must be an original.

BIDDER

CIRCLE ONE (Corporation - Partnership - Individual)

SIGNED BY

(Signature)

(Printed Name)

ADDRESS

CITY _____ STATE _____ ZIP+4 ZIP CODE _____

BUSINESS PHONE (_____) _____ FAX NUMBER _____

E-MAIL ADDRESS: _____

IF YOU ARE NOT OFFERING A BID

Please fill out company name, address, etc. above and indicate below or on back side of this form, your reason(s) for not offering a bid and return this page to City Purchasing, 330 Second Avenue South - Suite 552, Minneapolis, MN 55401. Please indicate **"NO BID"** on the outside of your mailing envelope.