



CARY POLICE DEPARTMENT

ADDENDUM 2 (7/27/18)

BODY WORN CAMERA AND IN-CAR CAMERA SYSTEM PROJECT

Please note that this addendum is to provide answers to questions received during the pre-proposal meeting and during the question submission period for the Body Worn Camera and In-Car Camera System Project Request for Proposals (RFP) issued on 6/28/18. All other terms and conditions given in the RFP are in full force and effect.

Questions 1-16 were discussed during the pre-proposal meeting held on July 12, 2018. The remainder of the questions were submitted during the question submission period that ended on July 19, 2018.

Q1: What's in place today? Are you planning on transitioning current technology over and integrate with new, or are you replacing the old system altogether?

A: We are looking for one system that will do both in-car and body worn where the body work camera acts as the body mic. The proposed system will be replacing the current system.

Q2: What is meant by "hot-swappable with CCS"?

A: If a camera goes down, we want to be able to swap out the body camera without replacing in-car camera. Basically, that components are interchangeable, and a specific part breaks the part can be swapped out without having to replace the entire system in that vehicle.

Q3: Have you planned to combine geo-policing technology with the proposed camera system?

A: We want all of the Police Department to have access to use body cameras as needed.

Q4: What is "Note-s?" in the tables under proposal submission?

A: That's a typo. It is "Notes."

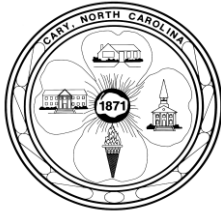
Q5: Are there special requirements for S.W.A.T., patrol, others?

A: No, same requirements for anyone wearing body camera, but there may be differences in mounting/placement needs or preferences.

Q6: Regarding the proposal format, is the technical information discussed in the tables included in the 30-page limit?

A: The page count does not include cover sheets and tabs. Tables 1 through 3 may be provided in separate sheets if practical to do so and shall not be counted towards the page count. You may provide as much as needed in the tables. See Section 6 under Proposal format.

Q7: At any time will body camera video be routed back to command station/HQ – simultaneously while in action, live-screened back to crime center?



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A: At this time, there are no plans for live feed to a control center; we are not currently set up for live-streaming. If that's something that could be included, we may be interested, and this can be included as "Additional Information" in the proposal.

Q8: Is the current environment using L3 body worn as well?

A: Yes, we are currently using a small number of L3 body cameras for motor officers and have two or three available for dispensing by our watch commanders on an as-needed basis.

Q9: Any exceptions to terms and conditions?

A: That will be addressed as a vendor question to be submitted via email.

Q10: Do you want the body camera to save audio back to the car? Are there separate requirements for audio and video? Is audio captured on the body worn camera to be separate from audio captured by the in-car setup?

A: The body camera will need to operate as a body mic and function independently from the in-car camera system. The in-car system must also have its own mic for in-car audio, but the two should sync together in the back-office solution as one event. We would like to see the cost of a separate body mic which could be used in the event the body cam goes down, but ideally we don't want the officers to wear two devices – a body camera and another separate microphone at the same time. We are not concerned about the body camera transmitting live audible back to the car.

Q11: When looking to offload body worn to the car, will it be WiFi? Plug-in?

A: As for body worn, ultimately what we want is when the recording is complete and has been saved; that the body worn audio and video wirelessly download to the in-car unit and then both in car and body worn audio and video offload to the server/cloud.

Q12: Do you currently have cradles, other?

A: We are currently using MiFis for internet access and wireless downloading of in-car camera video at specific wireless access points (PD, Fire Station, District Police Office).

Q13: Would you want in-car (internet access device) in the proposal?

A: Yes, that can be included in "additional/supplemental information."

Q14: Do you use any kind of VPN today?

A: Everything we do online is NetMotion, and the current MDVR system is standalone. The MDVR does not currently connect to the Town's primary internet communication network but runs independently on its own fiber optic line to a dedicated server and dedicated computer monitors at our PD and substations.



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Q15: If talking about more routers, is there any Band 14/FirstNet requirement, or can it be Verizon/multicarrier device?

A: Yes, to both Band 14 and FirstNet.

Q16: Should installation be included? And include any separate contractors that do the installation, such as subcontractors?

A: Installation will not be included. Installations for vehicles will require vendor supervision for installers in order to ensure solution is being properly installed.

Q17: Is the Town of Cary interested in looking at solutions that offer on premise storage? This is a much more cost-effective solution to hosting and storing all video evidence in the cloud. There are many costs associated with cloud hosting and storage versus an on-premise solution.

A. No. A hybrid solution of premise- and cloud-based would be accepted, but an on-premise only solution does not meet the minimum qualifications of RFP and would not be accepted.

Q18: On Page 10 of 16, the very first box: You have stated: Point of view Camera options. What exactly do you mean by this?

A. Point of view options refers to the body camera seeing what the officer sees. These are options that allow the lens to be attached to the officer's head, usually by way of a glasses mount or similar, that gives the recording the same view point of the officer. For instance, when an officer turns their head and not their body you are still capturing what the officer is looking at.

Q19: At the top of page 4 of the RFP, under Section 2. Scope of Work #5 it states, "it shall be compatible with the Police Department's system hardware and shall meet the functional requirements specified." Would the Town provide specifics of the types/particular Police Department's system hardware about which it has interest/concern, so that vendors may respond with better clarity?

A. Currently the Police Department is using an assorted array of HP laptops. These range from the 850 G1, 850 G2 and 850 G3, all running Windows 7, 64-bit OS. There are a handful of the new Lenovo T470 and T480's being rolled out, which are running Windows 10, 64-bit OS. All models are standard fare, running disc encryption and 2FA software.

Q20: In how many locations does the Town Anticipate for the uploading of body worn camera video?

A. We currently have 3 sites from which we upload in car video. The proposed system would, at the minimum, have to upload from those 3 sites. I would anticipate adding more in the future.



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Ultimately, we would like a system that uploads from both access points and cellular. The body worn video would need to at the minimum off load to the in-car unit and then download. The body worn should never have to be docked inside the station to download. That being said, we do wish to have docking stations inside the building to offload video from a camera assigned to an officer that doesn't have an in-car system.

Q21: Will the Town clarify if it has a preferred project start date and/or completion date, and any other important milestone dates for the implementation?

- A. Please see Section 3 of RFP. The Town anticipates having a contract in place within 180 days after the deadline of submission of proposals. The start date and the completion date would be determined with the selected contractor and once the project scope has been finalized.

Q22: The following information will be beneficial to calculate the back-office storage solution. (Answers are provided following each question)

- a. How many shifts does the Department have per day?
3 during the week and 2 on weekends
- b. On average, how many officers are out on a shift at a time?
40 during the day on weekdays and 25 at all other times.
- c. How many locations will be used to upload video?
Currently 3
- d. How many Officers will be uploading video at a shift change at each location?
Officers should have the option to upload body worn video by docking it inside the station if they choose however all body worn video must be able to be docked in the car and uploaded wirelessly from the car.

Q23: Regarding the body worn cameras. (Answers provided following each question)

- a. Will the body worn cameras be pooled or assigned?
Both. We anticipate assigning body worn cameras to patrol staff however we will keep a pool of them to be signed out to staff that need them that are not assigned to patrol.
- b. Will the officers take them home at night or leave them at the Department?
For officers assigned to field operations (patrol), the cameras will be assigned to them and they will take them home with them.



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Q24: Does the city have a wireless network already in place for wireless uploading?

- A. Yes, but this will be replaced as part of this project. See Question 40

Q25: If so, what is the brand, model and 802.1x technology (including frequency), number of access points, approximate location on the building and the approximate coverage area?

- A. See question Q40 and Q24. We will be replacing the current wireless network for wireless uploading. The plan is to completely rebuild this network from the ground up for this project.

Q26: In addition to the installation of the in-car video systems, will the vendor need to provide removal of an old system? If so, approximately how many?

- A. We anticipate the vendor would have a local installer that is certified in the installation of their product that the town will be working with and that the vendor themselves would not be doing the installation. That being said, it would be a part of the installation process to remove the old system. We currently have around 100 deployed.

Q27: Will a redaction station be required at each site or will redaction for FOIA requests be done from a central location?

- A. It will likely depend on cost per station, but we anticipate all redaction being done from a central location. Our current G.O. requires that dissemination of MVR/BWC files outside of the agency must be authorized by the Field Operations Bureau Commander or designee unless released under subpoena or directive from the DA's Office. That rule will limit the number of employees who need redaction authority and the need for multiple redaction sites. Our current recommendation is at least 3 workstations. 1 in the Town Hall office, 1 in professional standards, and 1 in field ops.

Q28: May I confirm the submission address for our proposals?

- A. Please see Section 4: Proposal Submittal Requirements. Please verify this information with carrier prior to submittal. Proposals received after the submission deadline will not be considered.

Q29: What is the anticipated date for project execution and completion?

- A. See answer to question 21.



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Q30: What is the anticipated length of the contract resulting from this RFP?

- A. See answer to question 21.

Q31: In order to properly calculate required storage space and accessories (Answers are provided following each question):

- a. At what resolution will videos for both CCS and BWC be recorded?
See Section 6, Table 1: Camera system (BWC and CCS) for minimum resolution requirements.
- b. How many shifts per day?
3 on weekdays and 2 on weekends
- c. How many hours per shift?
10 hour shifts on weekdays and 12 hour shifts on weekends?
- d. How many officers per shift?
25
- e. How many hours of recorded video per officer per shift (for both CCS and BWC)?
Our intention is to use body cameras on an as-needed basis versus trying to record every citizen interaction, which should reduce unnecessary recording and storage. That said, it would make sense that we require a capacity to store video up to the limits of what our cameras are capable of recording. Realistically, there are some shifts where officers don't record any video, and other shifts where officers will need to record for many hours, maxing out camera battery life. The higher the capacity, the better.
- f. How many locations will be used for video and data transfer and what is the officer count at each location?
We currently have 3 sites that officers can go to download. I would estimate that 50% downloads here at the PD while the other 50% is split pretty evenly between the other 2 sites.
- g. How much time between shifts?
Weekday shifts have about 30-minute overlap in the morning and a few hours overlap in the afternoon and evenings. Weekends have about 30 minutes.
- h. Are service vehicles individual or shared?
A few are individual, but the majority of vehicles are shared.
- i. Are body worn cameras individual or shared?
The vast majority will be assigned to officers who will take them home. A few will be used on a sign-out basis.
- j. Will officers return to their respective station at the end of each shift?
No, officers park in the community and go on and off of patrol from wherever they park their car.
- k. How many officers will be simultaneously uploading video at any given time? At each location?
It varies; if they do have a roll call or meeting it could be 30 cars.



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- I. What is the length of the standard retention period? What is the maximum length of retention?
With the current system the maximum specified time on the server is 120 days but depending on the classification of the video, it goes to back up and can be restored to the server.
- m. What percentage of videos are extended beyond the stated standard retention?
Under the current policy of what must be recorded I would estimate less than 5%.

Q32: Can the Town please confirm that it will not consider a local on-premise storage solution and is only interested in Cloud?

- A. The Town will consider a hybrid solution that uses a combination of an on premise and cloud based however a solution that is solely premise-based will not be accepted.

Q33: What is the Town's internet bandwidth at all stations/locations? Is it dedicated or shared?

- A. The Town currently has 2 internet 1 GB internet connections. This is currently shared with all locations.

Q34: Does the Town intend to utilize an existing Wireless Access Point network for wireless transfer? If so, can the town provide some details on the configuration and layout? If not, how should the proposer quote Wireless Access Points?

- A. The Town will be replacing the current wireless access points used for wireless transfer. The Town only needs to know the wireless requirements for the vendor solution.

Q35: Has the Town previously tested CCS and/or BWC as research for this RFP? If so, of what make and model?

- A. Yes. We tested WatchGuard and Getac prior to the RFP to get a feel for what is available in the market and how other systems might work since we have been on our current system/platform for 10 years.

Q36: How many individuals/workstations will be dedicated to redaction duties?

- A. See answer to question Q27.

Q37: How many download locations do you have throughout the city?

- A. 3 currently.



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Q38: What is the preferred method of uploading video to the back-office application? Cellular or 802.11 Wifi?

A. Ultimately, we would prefer a combination of both.

Q39: What is the department's retention policy for evidentiary and non-evidentiary video?

A. The minimum retention policy is 30 days per video based on General Orders, but the system is also automated based on how videos are manually labeled after they are recorded. Critical videos are burned to DVD for court use and storage. Currently all video is stored on the server for at least 90 days. Arrests and DUIs are on the server for 120 days and are automatically backed up.

Q40: There is nothing stated as to the length of term looking to purchase for the Project upfront. Would you like it 1 year with renewal options or priced out 3 or 5 years upfront pricing?

A. Please see answer to question 21. Pricing for one year with renewal options is preferred.

Q41: There are more body cameras than cars. Will you need single docks in each car as well as some multi-docks in the building to offload video from users that aren't with an in-car system?

A. There are more BWC than CCS because we intend on issuing BWC to each patrol officer who will then take that BWC home with them at the end of each shift to ensure same is charged; they will not be downloading them from home however. Each car will need a dock as the video from the BWC should at a minimum download to the CCS and then the CCS download wirelessly. Ultimately the preferred option would be that the BWC wirelessly download all video and audio without being docked at all. There will be a backup of BWC kept at the station that can be assigned out to officers that may need one but are not assigned one of their own.

Q42: Can the Town please clarify that numbers 1-8 listed under the Proposal Content must be replied to and will count towards the 30-page limit restriction?

A. Yes. If this information is not submitted, the proposal will be rejected. Please see Section 6, Proposal Content. The 30-page limit does not include the tables in this section as stated in Section 6, Proposal Format.

Q43: Does the Town have an anticipated deployment time frame?

B. See answer to question 21.