Solicitation SJPD 051413

Audio Visual System for SJPD

Bid designation: Public

City of San Jose
The purpose of this Request for Information (RFI) is to gather information on commercially available Audio Visual System solutions for real-time audio/visual communications between the SJPD headquarters and the new substation. The City is seeking this information to determine the full range of available technologies that may be used to achieve our stated communications goals. This City’s objective and emphasis is on operational cost efficiency, open architecture for maximum end-point device (cell phone, computer, etc) integration, and delayed obsolesce of underlying technology and architecture.

Information garnered through this process may be used to develop final specifications/requirements for a formal competitive procurement solicitation document, such as a request for proposal. This is a Request for Information (RFI) only. No award will be issued as a result of RFI.

Item Response Form

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
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<tr>
<td>SJPD 051413--01-01</td>
<td>Enter zero by RFI deadline (to establish respondent contact only)</td>
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</table>

Quantity: 1 each

Delivery Location: City of San Jose

CSJ Finance/Purchasing
200 E Santa Clara St. 13th Fl
San Jose CA 95113

Qty: 1

Please enter zero in amount total by RFI deadline. This entry will only be used to establish respondent contact information and to facilitate that communications are sent to the appropriate contacts. Budgetary information may be submitted off-line by deadline.
REQUEST FOR INFORMATION (RFI)

AUDIO VISUAL SYSTEM
FOR SAN JOSE POLICE SOUTHERN SUBSTATION

MAY 14, 2013

Please respond by June 18, 2013
1. **BACKGROUND**

The objective of this Request for Information (RFI) is to ascertain information on available audio visual systems and technologies that may be applied to the San Jose Police Department’s (“SJPD”) new Southern police substation. This will include technical architecture, costs associated for design, installation and long-term maintenance.

The San Jose Police department was founded in 1849 and currently has a total staffing of approximately 1,500 employees. Although the department maintains other remote facilities throughout the city, the new Southern substation represents the first time the department has deployed teams of officers from a separate building in its 164 year history and represents a major change in the department’s procedures and culture.

As officers arrive to work they will dress, shower and attend a daily briefing before the beginning of every shift. These briefing occurs throughout the day and is a primary source of critical information concerning suspects, major events and other public and officer safety related issues. One of the most critical components of this tradition is the ability to see and speak with other team members to share important information and to build informal channels of communication and trust required in public safety organizations.

The SJPD has a desire to use technology to maintain similar levels of communication in the future as planned police briefing are conducted in both locations simultaneously. This is in addition to traditional audio visual components that are standard in most contemporary building structures and organizations.

Construction on the new Southern substation began in February 2008 with substantial completion in October 2010 and is approximately 107,000sf. The building is slated to become operational in early 2014 when the first shifts of officers are expected to deploy from the new building and begin coordinated audio visual based briefings (TelePresence) from multiple locations.

The new San Jose Police Substation project includes a variety of spaces with audiovisual presentation capabilities that are located in the new Southern police substitution and in the older downtown police facilities. The new Southern police substation also includes audio visual in shared and common areas of the building such as Public Announcement Systems, mobile presentation systems with automated controls, and fixed systems for large police briefing rooms that allow for shared meetings.

2. **PURPOSE**

The purpose of this Request for Information (RFI) is to gather information on existing Audio Visual systems and Software to be used in a variety of spaces. The information may be used as follows:

2.1 To determine the full range of available technologies that may be used to achieve our stated communications goals. Emphasis on operational cost efficiency, open architecture for maximum end-point device (cell phone, computer, etc) integration, and delayed obsolesce of underlying technology and architecture.

2.2 To develop a final specification that may be used in a formal competitive procurement document, such as a request for proposal or request for quotation.
2.3 To develop preliminary budgetary documents for procuring a fully integrated audio visual system for the San Jose Police Department and new Southern police substation.

3. CONTACT INFORMATION

Please submit questions and responses via BidSync, email, fax, regular mail, or courier to:
Maria Contreras-Tanori
Procurement Manager
City of San José
200 E. Santa Clara St.
San Jose, CA  95113

Telephone:  (408) 535-7099
Fax:             (408) 292-6480
Maria.Contreras-Tanori@sanjoseca.gov

4. RFI TIMELINE

<table>
<thead>
<tr>
<th>RFI Release date</th>
<th>May 14, 2013</th>
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</thead>
<tbody>
<tr>
<td>Deadline for supplier questions</td>
<td>June 4, 2013</td>
</tr>
<tr>
<td>City’s response to questions published</td>
<td>June 6, 2013</td>
</tr>
<tr>
<td>RFI Response Due (to contact in Section 3)</td>
<td>June 18, 2013</td>
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<tr>
<td>Oral Presentations (if required)</td>
<td>TBD</td>
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5. GENERAL INFORMATION

6.1 This RFI is issued solely for information and planning purposes and does not constitute a solicitation. Responses to this notice are not offers and cannot be accepted by the City to form a binding contract.

6.2 This RFI process will **not** result in the recommendation of or selection of any supplier, or the issuance of a purchase order or agreement of any type.

6.3 Confidential or proprietary information should not be included in your response.

6.4 Responders are solely responsible for any and all expenses that may be associated with responding to this RFI.

6. RESPONSE INFORMATION

Please provide the following information with your response:

6.1 Company Background

6.1.1 A brief description of your company, your products and services and other information you deem relevant (e.g., number of years in business and how long the product/solution has been available for sale).
6.1.2 Vendor Contact information

6.1.3 Total number of Audio Visual systems being used by customer of similar size and/or function. Please provide a contact name and telephone number for each customer.

6.2 Product Functionality

6.2.1 Product literature describing how your product/solution meets the desired functionality (Sections 7 & 8)

6.2.2 Additional product information that might be of interest relative to the functionality listed in Sections 7 & 8. Please note any new upgrades planned and the projected timeline for the upgrades.

6.2.3 Although they are not required, the City encourages vendors to submit product demonstrations CDs.

6.3 Cost Estimates
Provide pricing information (to be used by the City for budgetary purposes only) for non-recurring and annual recurring costs, including cost drivers and cost tradeoffs, if any. Include pricing for software licensing or hosting (as applicable), hardware, initial setup, data migration, training, license maintenance, support and any other cost factors.

6.4 Implementation Approach and Schedule
Provide typical lead time and implementation duration for a system comparable to the City’s requirements. Please include a section briefly explaining your approach and methodology used in implementing solution. Also include typical implementation timeline broken down by major activities such as:

6.4.1 Business Assessment

6.4.2 Software licensing

6.4.3 Migration and Configuration/customization and setup

6.4.4 Staff training, initial and ongoing

6.4.5 Ongoing Maintenance & Support

6.4.6 Typical lead-time for implementation from notice to proceed
6.5 Sample Documents

6.5.1 Software License Agreement

6.5.2 Software Maintenance Agreement

6.6 Product Additional Information

6.6.1 Describe the minimum hardware requirements and operating platform options requirements for City computers.

6.6.2 Identify all additional hardware and software required to implement a complete system.

6.6.3 Any other materials, suggestions and discussion you deem appropriate.

7. Minimum Specifications

7.1 General

7.1.1 Must use departments existing IP 1GB network infrastructure using H.323 protocol

7.1.2 Systems

7.1.2.1 System will be controlled with either touch panels, touchpad’s or push-button control panels.

7.1.2.2 Control panel will be of the same manufacturer; the systems can be managed and monitored under a single IP-based software solution.

7.1.2.3 This solution will allow integrated management of the department’s audiovisual assets including projector lamp life monitoring, remote system powering and room scheduling through online software – preferably web based.

7.1.2.4 All system will also be fully compatible with the latest digital media formats including HDMI, Display Port, DVI as well as legacy VGA display.

7.1.3 Police briefing room TelePresence – There are two rooms that are used for police briefing and will be equipped with extended TelePresence capability. Both are larger rectangular spaces that were designed to hold a seating capacity of 156 officers and a total capacity of approximately 175 officers both sitting and standing. The objective is to provide high-quality video and audio in two large auditoriums using a combination of projection and display screens or other available technology that allows dynamic interaction between the rooms.
7.1.4 User friendly and intuitive

7.1.5 Strong technical support

7.1.6 Training program for new users and when features are added and updated

7.1.7 ADA accessible

7.2 Functions

7.2.1 Graphical depiction of data and metrics

7.2.2 Ability to easily link display other documents, media in varying file formats.

7.2.3 Streamlined data entry

7.2.4 Security features to allow multiple levels of access to information

8. DESIRABLE SPECIFICATIONS

8.1 Interactive user interface that are available through smart phones and tablet computer applications.

8.2 Ability for City staff to easily enter and update information

8.3 Minimal page navigation to access information
Question and Answers for Bid #SJPD 051413 - Audio Visual System for SJPD

OVERALL BID QUESTIONS

There are no questions associated with this bid. If you would like to submit a question, please click on the "Create New Question" button below.

Question Deadline: Jun 4, 2013 3:00:00 PM PDT