



DELAWARE DEPARTMENT OF TRANSPORTATION

# State of Delaware

## Invitation to Bid

Title: **PORTABLE CAMERAS**

Contract ID: **DOT1804-PORTABLE\_CAMERAS**

*- Deadline to Respond -*

**TUESDAY FEBRUARY 13, 2018**

**2:00 P.M. Local Time**

**Bids shall be submitted to:**



State of Delaware  
**DEPARTMENT OF TRANSPORTATION**  
**Administration Building**  
**Contract Administration**  
**800 Bay Road, Dover, DE 19901**



**QUESTIONS** are to be submitted via e-mail to [dot-ask@state.de.us](mailto:dot-ask@state.de.us).

Responses to Questions will be posted to this project at <http://www.bids.delaware.gov>.

**ALL BIDDERS:**

The enclosed packet contains an "INVITATION TO BID". The invitation consists of the following documents:

INVITATION TO BID -

**I. DEFINITIONS AND GENERAL PROVISIONS**

I.A – GENERAL PROVISIONS

I.B – AWARD AND EXECUTION OF CONTRACT

I.C – GENERAL AUTHORITY

I.D – EQUAL OPPORTUNITY

**II. SPECIAL PROVISIONS**

**III. TECHNICAL SPECIFICATIONS**

**IV. BID QUOTATION REPLY SECTION**

INFORMATIONAL DOCUMENTS: *(not required to be returned with bid)*

1 – SAMPLE MONTHLY USAGE REPORT (Sample Report 1)

2 – SAMPLE SUBCONTRACTING (2<sup>ND</sup> TIER) QUARTERLY REPORTING (Sample Report 2)

3 – OFFICE OF SUPPLIER DIVERSITY (OSD) APPLICATION INFORMATION

4 – NO BID REPLY FORM

5 – PROPOSAL REPLY REQUIREMENTS

REQUIRED BID DOCUMENTS: *(MUST be completed and returned with your bid)*

ATTACHMENT A – NON-COLLUSION STATEMENT AND ACCEPTANCE

ATTACHMENT B – SUBCONTRACTOR INFORMATION FORM

ATTACHMENT C – BUSINESS REFERENCES

ATTACHMENT D – CONFIDENTIAL AND PROPRIETARY INFORMATION

ATTACHMENT E – Bid Form – (Paper)

INFORMATIONAL DOCUMENTS and REQUIRED BID DOCUMENTS are made part of this solicitation and are contained within the ITB pdf file, or available for download at the following site: <http://bids.delaware.gov/>

In order for your bid to be considered, the REQUIRED BID DOCUMENTS shall be executed completely and correctly and received in a sealed envelope clearly displaying the contract number, by the date and time listed on the previous page.

## I. DEFINITIONS AND GENERAL PROVISIONS

The attached Definitions and General Provisions apply to all contracts and are part of each invitation to bid. The requirement to furnish a bid bond and performance bond is applicable unless waived in the Special Provisions. Should the General Provisions conflict with the Special Provisions, the Special Provisions shall prevail. Bidders or their authorized representatives are required to fully acquaint themselves as to State procurement laws and regulations prior to submitting bid.

### DEFINITIONS

Whenever the following terms are used, their intent and meaning shall be interpreted as follows:

**STATE**: The State of Delaware

**AGENCY**: Delaware Department of Transportation.

**BIDDER OR VENDOR**: Any individual, firm, or corporation formally submitting a proposal for the material or work contemplated, acting directly or through a duly authorized representative.

**BIDDER'S DEPOSIT**: The security designated in the proposal to be furnished by the bidder as a guaranty of good faith to enter into a contract with the Agency if the work to be performed or the material or equipment to be furnished is awarded to the bidder.

**BID INVITATION**: The "bid invitation" or "invitation to bid" is a packet of material sent to vendors and consists of General Provisions, Special Provisions, specifications, and enclosures.

**BOND**: The approved form of security furnished by the Vendors and its surety as a guaranty of good faith on the part of the Vendor to execute the work in accordance with the terms of the contract.

**CONTRACT**: The written agreement covering the furnishing and delivery of material or work to be performed.

**CONTRACTOR**: Any individual, firm, or corporation with whom a contract is made by the Agency.

**DESIGNATED OFFICIAL**: The agent authorized to act for the Agency.

**GENERAL PROVISIONS**: General Provisions are instructions pertaining to contracts in general. They contain, in summary, requirements of laws of the State, policies of the Agency, and instructions to vendors.

**ITB**: Invitation to Bid.

**LOCAL TIME**: Eastern Standard Time/Eastern Daylight Time

**PROPOSAL**: The offer of the bidder submitted on the approved form and setting forth the bidder's prices for performing the work or supplying the material or equipment described in the specifications.

**SPECIAL PROVISIONS**: Special Provisions are specific conditions or requirements peculiar to the contract under consideration and are supplemental to the General Provisions. Should the Special Provisions conflict with the General Provisions, the Special Provisions shall prevail.

**SURETY**: The corporate body which is bound with and for the contract, or which is liable, and which engages to be responsible for the contractor's payments of all debts pertaining to and for its acceptable performance of the work for which it has contracted.

## **SECTION I.A - GENERAL PROVISIONS**

### **1. BID INVITATION**

See "Definitions".

### **2. PROPOSAL FORMS**

The invitation to bid shall contain pre-printed forms for use by the vendor in submitting its bid. The forms shall contain basic information such as description of the item and the estimated quantities and shall have blank spaces for use by the vendor for entering information such as unit bid price, total bid price, etc.

### **3. INTERPRETATION OF ESTIMATES**

The attention of bidders is called to the fact that, unless stated otherwise, any quantities given in the proposal form are to be considered to be approximate only and are given as a basis for the comparison of bids. The Agency may increase or decrease the amount of any item as may be deemed necessary or expedient, during the period of the contract.

An increase or decrease in the quantity for any item is not sufficient ground for an increase or decrease in the unit price.

### **4. SILENCE OF SPECIFICATIONS**

The apparent silence of the specifications as to any detail, or the apparent omission from it of detailed description concerning any point, shall be regarded as meaning that only the best commercial practice is to prevail and only material and workmanship of the first quality are to be used. Proof of specifications compliance will be the responsibility of the vendor.

### **5. EXAMINATION OF SPECIFICATIONS AND PROVISIONS**

The bidder shall examine carefully the proposal and the contract forms for the material contemplated. The bidder shall investigate and satisfy itself as to the conditions to be encountered, quality and quantities of the material to be furnished, and the requirements of the Special Provisions and the contract. The submission of a proposal shall be conclusive evidence that the bidder has made examination of the aforementioned conditions.

### **6. PREPARATION OF PROPOSAL**

- a. **The bidder's proposal shall be written in ink or typewritten** on the form provided.
- b. The proposal shall show a total bid price for each item bid and the total bid price of the proposal.

### **7. PRICES QUOTED**

The prices quoted are those for which the material will be furnished F.O.B. Ordering Agency and include all charges that may be imposed during the period of the contract. **All prices must be quoted in U.S. Dollars.**

### **8. DISCOUNT**

No qualifying letter or statements in or attached to the proposal, or separate discounts will be considered in determining the low bid except as may be otherwise herein noted. Cash or separate discounts should be computed and incorporated into unit bid price(s).

**9. SAMPLES OR BROCHURES**

Samples or brochures may be required by the agency for evaluation purposes. They shall be such as to permit the Agency to compare and determine if the item offered complies with the intent of the specifications.

**10. PROPOSAL GUARANTY; BID BOND**

Waived.

**11. DELIVERY OF PROPOSALS**

Proposals shall be delivered in sealed envelopes, and shall bear on the outside the name and address of the bidder as well as the designation of the contract. Proposals must be delivered to the address listed below. All bids must clearly display the bid number on the envelope.



State of Delaware  
**DEPARTMENT OF TRANSPORTATION**  
**Administration Building**  
**Contract Administration**  
**800 Bay Road, Dover, DE 19901**

All proposals will be accepted at the time and place set in the advertisement. Bidder bears the risk of delays in delivery. Proposals received after the time set for public opening will be returned unopened.

**12. WITHDRAWAL OF PROPOSALS**

A bidder may withdraw its proposal unopened after it has been deposited, if such a request is made prior to the time set for the opening of the proposal.

**13. PUBLIC OPENING OF PROPOSALS**

The bids shall be publicly opened at the time and place specified by the Agency. Bidders or their authorized representatives are invited to be present.

**14. PUBLIC INSPECTION OF PROPOSALS**

If the bidder designates a portion of its bid as confidential, it shall isolate and identify in writing the confidential portions. The bidder shall include with this designation a statement that explains and supports the firm's claim that the bid items identified as confidential contain trade secrets or other proprietary data.

**15. DISQUALIFICATION OF BIDDERS**

Any one or more of the following causes may be considered as sufficient for the disqualification of a bidder and the rejection of its proposal or proposals:

- a. More than one proposal for the same contract from an individual, firm, or corporation under the same or different names.
- b. Evidence of collusion among bidders.

- c. Unsatisfactory performance record as evidenced by past experience.
- d. Any suspension or debarment of the parent company, subsidiary or individual involved with the vendor by federal, any state or any local governments within the last five (5) years.
- e. If the unit prices are obviously unbalanced either in excess or below reasonable cost analysis values.
- f. If there are any unauthorized additions, interlineations, conditional or alternate bids or irregularities of any kind which may tend to make the proposal incomplete, indefinite, or ambiguous as to its meaning.
- g. Non-attendance of mandatory pre-bid meetings may be cause of disqualification.

**16. ADDENDA TO THE INVITATION TO BID (ITB)**

If it becomes necessary to revise any part of this ITB, revisions will be posted at <http://bids.delaware.gov/> . By submitting an offer to the State, vendors have acknowledged receipt, understanding and commitment to comply with all materials, revisions, and addenda related to the Invitation to Bid.

**17. LOBBYING AND GRATUITIES**

Lobbying or providing gratuities shall be strictly prohibited. Vendors found to be lobbying, providing gratuities to, or in any way attempting to influence a State of Delaware employee or agent of the State of Delaware concerning this ITB or the award of a contract resulting from this ITB shall have their proposal immediately rejected and shall be barred from further participation in this ITB.

The selected vendor will warrant that no person or selling agency has been employed or retained to solicit or secure a contract resulting from this ITB upon agreement or understanding for a commission, or a percentage, brokerage or contingent fee. For breach or violation of this warranty, the State of Delaware shall have the right to annul any contract resulting from this ITB without liability or at its discretion deduct from the contract price or otherwise recover the full amount of such commission, percentage, brokerage or contingent fee.

All contact with State of Delaware employees, contractors or agents of the State of Delaware concerning this ITB shall be conducted in strict accordance with the manner, forum and conditions set forth in this ITB.

**18. SOLICITATION OF STATE EMPLOYEES**

Until contract award, vendors shall not, directly or indirectly, solicit any employee of the State of Delaware to leave the State of Delaware's employ in order to accept employment with the vendor, its affiliates, actual or prospective contractors, or any person acting in concert with vendor, without prior written approval of the State of Delaware's contracting officer. Solicitation of State of Delaware employees by a vendor may result in rejection of the vendor's proposal.

This paragraph does not prevent the employment by a vendor of a State of Delaware employee who has initiated contact with the vendor. However, State of Delaware employees may be legally prohibited from accepting employment with the contractor or subcontractor under certain circumstances. Vendors may not knowingly employ a person who cannot legally accept employment under state or federal law. If a vendor discovers that they have done so, they must terminate that employment immediately.

**19. INDEPENDENT CONTRACTORS**

The parties to the contract shall be independent contractors to one another, and nothing herein shall be deemed to cause this agreement to create an agency, partnership, joint venture or employment relationship between parties. Each party shall be responsible for compliance with all applicable workers compensation, unemployment, disability insurance, social security withholding and all other similar matters. Neither party shall be liable for any debts, accounts, obligations or other liability whatsoever of the other party or any other obligation of the other party to pay on the behalf of its employees or to withhold from any compensation paid to such employees any social benefits, workers compensation insurance premiums or any income or other similar taxes.

It may be at the State of Delaware's discretion as to the location of work for the contractual support personnel during the project period.

## **SECTION I.B - AWARD AND EXECUTION OF CONTRACT**

### **1. CONSIDERATION OF BIDS**

- a. After the proposals have been opened, the bids will be tabulated and the results will be made available to the public. Tabulations of the bids will be based on the correct summation of items at the unit price bid.
- b. The right is reserved to waive technicalities, to reject any or all bids, or any portion thereof, to advertise for new proposals, to proceed to do the work otherwise, or to abandon the work, if in the judgment of the Agency or its agent, the best interest of the State will be promoted thereby.

### **2. MATERIAL GUARANTY**

Before any contract is awarded, the successful bidder may be required to furnish a complete statement of the origin, composition and manufacture of any or all of the material to be used in the contract together with such samples as may be requested for the purpose of testing.

### **3. CONTRACT AWARD**

Within thirty days from the date of opening proposals, the contract will be awarded or the proposals rejected.

### **4. EXECUTION OF CONTRACT**

The bidder to whom the award is made shall execute a formal contract and bond within twenty days after date of official notice of the award of the contract.

If the successful bidder fails to execute the required contract and bond, as aforesaid, within twenty days after the date of official notice of the award of the contract, its proposal guaranty shall immediately become forfeited as liquidated damages. Award will then be made to the next lowest qualified bidder of the work or re-advertised, as the Agency may decide.

### **5. REQUIREMENT OF CONTRACT BOND**

Successful bidders shall furnish bond, unless bond(s) have been waived as noted in the Special Provisions, simultaneously with the execution of the formal contract, to the State of Delaware for the benefit of the Agency with surety in the amount of 100% of the total contract award or as otherwise provided in the Special Provisions. Said bonds shall be conditioned upon the faithful performance of the contract.

The bond forms shall be provided by the Agency and the surety shall be acceptable to the Agency.

### **6. WARRANTY**

The successful bidder(s) shall be required to extend any policy guarantee usually offered to the general public, FEDERAL, STATE, COUNTY, or MUNICIPAL governments, on material in this contract against defective material, workmanship, and performance.

### **7. THE CONTRACT(S)**

The contract(s) with the successful bidder(s) will be executed with the Department of Transportation.

**8. RETURN OF BIDDER'S DEPOSIT**

The deposits shall be returned to the successful bidder upon the execution of the formal contract. The deposits of unsuccessful bidders shall be returned to them immediately upon the awarding of the contract or rejection of their bids. Bidders are made aware that Certified Checks submitted in lieu of Bond will be deposited, and unsuccessful bidders will receive payment of the value of the check from the state.

**9. INFORMATION REQUIREMENT**

The successful bidder's shall be required to advise the state's Government Support Services the gross amount of purchases made as a result of the contract.

**10. CONTRACT EXTENSION**

The State reserves the right to extend this contract on a month-to-month basis for a period of up to three months.

**SECTION I.C – GENERAL AUTHORITY**

**1. AUTHORITY OF AGENCY**

On all questions concerning the interpretation of specifications, the acceptability and quality of material furnished and/or work performed, the classification of material, the execution of the work, and the determination of payment due or to become due, the decision of the Agency shall be final and binding.

**2. LAWS TO BE OBSERVED**

The contractor is presumed to know and shall strictly comply with all National, State, or County laws, and City or Town ordinances and regulations in any manner affecting the conduct of the work. The contractor shall indemnify and save harmless the State of Delaware, the Agency, and all Officers, Agency and Servants thereof against any claim or liability arising from or based upon the violation of any such laws, ordinances, regulations, orders, or decrees whether by itself or by its employees.

**3. PERMITS AND LICENSES**

All necessary permits, licenses, insurance policies, etc. required by local, State or Federal laws, shall be provided by the contractor at its own expense.

**4. PATENTED DEVICES, MATERIAL AND PROCESSES**

- a. The contractor shall provide for the use of any patented design, device, material, or process to be used or furnished under this contract by suitable legal agreement with the patentee or owner, and shall file a copy of this agreement with the Agency.
- b. The contractor and the surety shall hold and save harmless the State of Delaware, the Agency, the Director, their Officers or Agents from any and all claims because of the use of such patented design, device, material, or process in connection with the work agreed to be performed under this contract.

**5. EMERGENCY TERMINATION OF CONTRACT**

- a. Due to restrictions which may be established by the United States Government on material, or work, a contract may be terminated by the cancellation of all or portions of the contract.
- b. In the event the contractor is unable to obtain the material required to complete the items of work included in the contract because of restrictions established by the United States Government and if, in the opinion of the Agency, it is impractical to substitute other available material, or the work cannot be completed within a reasonable time, the incomplete portions of the work may be cancelled, or the contract may be terminated.

**6. TAX EXEMPTION**

- a. Material covered by this proposal is exempt from all FEDERAL and STATE TAXES. Such taxes shall not be included in prices quoted.
- b. Any material which is to be incorporated in the work or any equipment required for the work contemplated in the proposal may be consigned to the Agency. If the shipping papers show clearly that any such material is so consigned, the shipment will be exempt from the tax on the transportation of property under provisions of Section 3475 (b) of the Internal Revenue Code, as amended by Public Law 180

(78th Congress). All transportation charges shall be paid by the contractor. Each bidder shall take its exemption into account in calculating its bid for its work.

**7. OR EQUAL (PRODUCTS BY NAME)**

Specifications of products by name are intended to be descriptive of quality or workmanship, finish and performance. Desirable characteristics are not intended to be restrictive. Substitutions of products for those named will be considered provided the vendor certifies that the function, characteristics, performance and endurance qualities of the material offered is equal or superior to that specified. Final determination of equal status shall reside with the Agency.

**8. BID EVALUATION AND AWARD**

The Department of Transportation will award this contract to the lowest responsible bidder(s) which in their judgment best serves the interest of the State of Delaware in accordance with Delaware Code Title 29, Section 6923(k). Personnel with experience and technical background may be utilized by the Agency in making judgment. In case of error in price extension, the unit price(s) shall prevail.

**9. INVOICING**

After the awards are made, the agencies participating in the bid may forward their purchase orders to the successful bidder(s) in accordance with State Purchasing Procedures. The State will generate a payment voucher upon receipt of an invoice from the vendor.

**10. SEVERABILITY**

If any term or provision of this Agreement is found by a court of competent jurisdiction to be invalid, illegal or otherwise unenforceable, the same shall not affect the other terms or provisions hereof or the whole of this Agreement, but such term or provision shall be deemed modified to the extent necessary in the court's opinion to render such term or provision enforceable, and the rights and obligations of the parties shall be construed and enforced accordingly, preserving to the fullest permissible extent the intent and agreements of the parties herein set forth.

**SECTION I.D - EQUAL OPPORTUNITY**

**1. EQUALITY OF EMPLOYMENT OPPORTUNITY ON PUBLIC WORKS**

During the performance of any contract for public works financed in whole or in part by appropriation of the State of Delaware, the contractor agrees as follows:

- a. The contractor, as set forth in Title 19 Delaware Code Chapter 7 section 711, will not discriminate against any employee or applicant for employment with respect to compensation, terms, conditions or privileges of employment because of such individual's race, marital status, genetic information, color, age, religion, sex, sexual orientation, gender identity, or national origin. The contractor will take affirmative action to ensure that applicants are employed and that employees are treated equally during employment without regard to their race, marital status, genetic information, color, age, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to the following: advertising, lay-off or termination, rates of pay or other forms of compensation, and selection for training including apprenticeships. The contractor agrees to post in conspicuous places, notices to be provided by the contracting agency setting forth the provisions of this non-discrimination clause.
- b. During the performance of this contract, the contractor agrees as follows:
  1. The contractor, as set forth in Title 19 Delaware Code Chapter 7 section 711, will not discriminate against any individual with respect to compensation, terms, conditions or privileges of employment because of such individual's race, marital status, genetic information, color, age, religion, sex, sexual orientation, gender identity, or national origin. The contractor will take positive steps to ensure that applicants are employed and that employees are treated during employment without regard to their race, marital status, genetic information, color, age, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places available to employees and applicants for employment notices to be provided by the contracting agency setting forth this nondiscrimination clause.
  2. The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, marital status, genetic information, color, age, religion, sex, sexual orientation, gender identity, or national origin."
- c. The term "contractor for public works" means construction, reconstruction, demolition, alteration, and/or repair work, maintenance work, and paid for in whole or in part out of the funds of a public body except work performed under a vocational rehabilitation program. The manufacture or furnishing of materials, articles, supplies or equipment is not a public work within the meaning of this subsection unless conducted in connection with and at the site of the public work.

## II. SPECIAL PROVISIONS

### 1. CONTRACT REQUIREMENTS

This contract will be issued to cover the requirements for the Delaware Department of Transportation.

### 2. AGENCY USE CONTRACT

Pursuant to 29 Del. C. §6904(e) respectively, if no state contract exists for a certain good or service, covered agencies may procure that certain good or service under another agency's contract so long as the arrangement is agreeable to all parties. Agencies, other than covered agencies, may also procure such goods or services under another agency's contract when the arrangement is agreeable to all parties.

### 3. CONTRACT TERM

Vendor's contract shall be valid for three (3) calendar years from contract execution. The contract may be extended for one (2) additional, one-year term through negotiation between the contractor and the Department of Transportation. Negotiation should be initiated no later than ninety (90) days prior to the termination of the current agreement.

### 4. PRICES

**Prices shall remain firm for the 'initial term of the contract. All prices shall be quoted in U.S. Dollars.**

### 5. PRICE ADJUSTMENT

The Vendor is not prohibited from offering price reductions, nor is the State prohibited from requesting price reductions, and the contract may be amended at any time upon agreement of both parties for such reductions.

Upon expiration of the initial Contract term, each one-year Contract extension may adjust pricing by mutual written agreement. The pricing must cover the full term of the Contract extension period. If the price difference for any extension period exceeds the previous one year period, approval of the price adjustment shall be at the discretion of the Department. The Department retains the right to reject a request for future year extensions at any time.

### 6. SHIPPING TERMS

F.O.B. destination; freight pre-paid.

### 7. QUANTITIES

The attention of bidders is called to the fact that, unless stated otherwise, the quantities given in the proposal are best estimates and are given as a basis for the comparison of bids. Quantities ordered may be increased or decreased by any eligible agency as deemed necessary during the period of the contract.

Prior contract utilization may be viewed at the following site, if available: <http://contracts.delaware.gov/>.

### 8. FUNDING OUT

The continuation of this contract is contingent upon funding appropriated by the legislature.

**9. BID BOND REQUIREMENT**

The Bid Bond requirement has been waived.

**10. PERFORMANCE BOND REQUIREMENT**

The Performance Bond requirement has been waived.

**11. MANDATORY INSURANCE REQUIREMENTS**

As a part of the contract requirements, the contractor must obtain at its own cost and expense and keep in force and effect during the term of this contract, including all extensions, the minimum coverage limits specified below with a carrier satisfactory to the State. All contractors must carry the following coverage depending on the type of service or product being delivered.

a. Commercial General Liability - \$1,000,000.00 per person/\$3,000,000 per occurrence.

and

b. Medical/Professional Liability - \$1,000,000.00 per person/\$3,000,000 per occurrence.

and

c. Product Liability - \$1,000,000.00 per person/\$3,000,000 per occurrence.

and

d. Automotive Liability Insurance covering all automotive units used in the work with limits of not less than \$100,000 each person and \$300,000 each accident as to bodily injury and \$25,000 as to property damage to others.

and

e. The vendor shall maintain such insurance as will protect against claims under Worker's Compensation Act and from any other claims for damages for personal injury, including death, which may arise from operations under this contract. The vendor is an independent contractor and is not an employee of the State of Delaware.

Before any work is done with the State, a Certificate of Insurance referencing the name and contract number stated herein, shall be filed with the State. The certificate holder is as follows:

Delaware Department of Transportation  
Contract No. DOT1804-PORTABLE\_CAMERAS  
Send to Attention of:  
Contract Administration  
800 Bay Road, Dover, DE 19901

**Note: The State of Delaware shall not be named as an additional insured.**

Should any of the above described policies be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions.

**12. BASIS OF AWARD**

The Delaware Department of Transportation shall award this contract to the lowest responsible and responsive bidder(s) who best meets the terms and conditions of the bid. The award will be made on basis of price, product evaluation, and prior history of service and capability.

The Delaware Department of Transportation reserves the right to reject any or all bids in whole or in part, to make multiple awards, partial awards, award by types, item by item, or lump sum total, whichever may be most advantageous to the State of Delaware.

**13. STATE OF DELAWARE BUSINESS LICENSE**

Prior to receiving an award, the successful vendor shall either furnish proof of State of Delaware Business Licensure or initiate the process of application where required. An application may be requested in writing to: Division of Revenue, Carvel State Building, P.O. Box 8750, 820 N. French Street, Wilmington, DE 19899-8750 or by telephone to one of the following numbers: (302) 577-8201 - Public Service, (302) 577-8205 - Licensing Department.

Information regarding the award of this contract will be given to the Division of Revenue. Failure to comply with the State of Delaware licensing requirements may subject your organization to applicable fines and/or interest penalties.

**14. HOLD HARMLESS**

The successful bidder agrees that it shall indemnify and hold the State of Delaware and all its agencies harmless from and against any and all claims for injury, loss of life, or damage to or loss of use of property caused or alleged to be caused, by acts or omissions of the successful bidder, its employees, and invitees on or about the premises and which arise out of the successful bidder's performance, or failure to perform as specified in the Agreement.

**15. OWNERSHIP OF INTELLECTUAL PROPERTY**

All copyright and patent rights to all papers, reports, forms, materials, creations, or inventions created or developed in the performance of this contract shall become the sole property of the State of Delaware. On request, the contractor shall promptly provide an acknowledgment or assignment in a tangible form satisfactory to the State to evidence the State's sole ownership of specifically identified intellectual property created or developed in the performance of the contract.

**16. NON-PERFORMANCE**

In the event the vendor does not fulfill its obligations under the terms and conditions of this contract, the ordering agency may purchase equivalent product on the open market. Any difference in cost between the contract prices herein and the price of open market product shall be the responsibility of the vendor. Under no circumstances shall monies be due the vendor in the event open market products can be obtained below contract cost. Any monies charged to the vendor may be deducted from an open invoice.

**17. FORCE MAJEURE**

Neither the vendor nor the ordering agency shall be held liable for non-performance under the terms and conditions of this contract due, but not limited to, government restriction, strike, flood, fire, or unforeseen catastrophe beyond either party's control. Each party shall notify the other in writing of any situation that may prevent performance under the terms and conditions of this contract.

## **18. CONTRACTOR NON-ENTITLEMENT**

State of Delaware Contractors for Materiel and for Services shall not have legal entitlement to, nor seek business from another Contractors' Central Contract. Additionally, they shall not utilize other Central Contracts to fulfill the requirements of their respective contract as they are not a "Covered Agency" as defined by Title 29 Chapter 69 of the State Procurement Code.

## **19. MANDATORY USAGE REPORTING**

One of the primary goals in administering this contract is to keep accurate records regarding its actual value/usage. This information is essential in order to update the contents of the contract and to establish proper bonding levels, if they are required. The integrity of future contracts revolves around our ability to convey accurate and realistic information to all interested parties.

A complete and accurate Usage Report (Sample Report 1) shall be furnished in an Excel format and submitted electronically, no later than the 15th (or next business day after the 15th day) of each month, detailing the purchasing of all items on this contract. The reports shall be submitted and sent as an attachment to [vendorusage@state.de.us](mailto:vendorusage@state.de.us). Submitted reports shall contain accurate descriptions of the products, goods or services procured, purchasing agency information, including the six-digit department and organization code, quantities procured and prices paid. Any exception to this mandatory requirement or failure to submit complete reports, or in the format required, may result in corrective action, up to and including the possible cancellation of the award. Failure to provide the report with the minimum required information may also negate any contract extension clauses. Additionally, Vendors who are determined to be in default of this mandatory report requirement may have such conduct considered against them, in assessment of responsibility, in the evaluation of future proposals.

In accordance with Executive Order 44, the State of Delaware is committed to supporting its diverse business industry and population. The successful Vendor will be required to accurately report on the participation by Diversity Suppliers which includes: minority (MBE), woman (WBE), veteran owned business (VOBE), or service disabled veteran owned business (SDVOBE) under this awarded contract. The reported data elements shall include but not be limited to; name of state contract/project, the name of the Diversity Supplier, Diversity Supplier contact information (phone, email), type of product or service provided by the Diversity Supplier and any minority, women, veteran, or service disabled veteran certifications for the subcontractor (State OSD certification, Minority Supplier Development Council, Women's Business Enterprise Council, VetBiz.gov). The format used for Subcontracting 2nd Tier reporting is shown as Sample Report 2.

Accurate 2nd Tier reports shall be submitted to the Office of Supplier Diversity at [vendorusage@state.de.us](mailto:vendorusage@state.de.us) on the 15th (or next business day) of the month following each quarterly period. For consistency quarters shall be considered to end the last day of March, June, September and December of each calendar year. Contract spend during the covered periods shall result in a report even if the contract has expired by the report due date.

## **20. BUSINESS REFERENCES**

In order to have your bid considered, please supply three (3) business references consisting of current or previous customers with your reply. Please include name, address, telephone number, and a contact person.

**PLEASE DO NOT UTILIZE STATE OF DELAWARE PERSONNEL AS REFERENCES.**

## **21. ORDERING PROCEDURE**

Successful contractors are required to have either a local telephone number within the (302) area code, a toll free (800) number, or agree to accept collect calls. Each agency is responsible for placing their orders and may be accomplished by written purchase order, telephone, fax or computer on-line systems. The contractor or vendor must accept full payment by procurement (credit) card and/or conventional check and/or other electronic means at the State's option, without imposing any additional fees, costs or conditions.

## **22. BILLING**

**The successful vendor is required to "Bill as Shipped" to the respective ordering agency(s). Ordering agencies shall provide contract number, ship to and bill to address, contact name and phone number.**

## **23. PAYMENT**

The agencies or school districts involved will authorize and process for payment each invoice within thirty (30) days after the date of receipt of a correct invoice. The contractor or vendor must accept full payment by procurement (credit) card and/or conventional check and/or other electronic means at the State's option, without imposing any additional fees, costs or conditions.

## **24. PRODUCT SUBSTITUTION**

All items delivered during the life of the contract shall be of the same type and manufacture as specified or accepted as part of the bid proposal unless specific approval is given by the Delaware Department of Transportation to do otherwise. However, awarded vendors are highly encouraged to offer any like substitute product (s); either generic or brand name, at any time during the subsequent contract term, especially if an opportunity for cost savings to the state exists. In such cases, the state may require the submission of written specifications and/or product samples for evaluation prior to any approvals being granted.

## **25. BID/CONTRACT EXECUTION**

Both the non-collusion statement that is enclosed with this Invitation to Bid and the contract form delivered to the successful bidder for signature **shall** be executed by a representative who has the legal capacity to enter the organization into a formal contract with the State of Delaware, Department of Transportation.

The State of Delaware requires completion of the Delaware Substitute Form W-9 to make payments to vendors. Successful completion of this form enables the creation of a State of Delaware vendor record. The Taxpayer ID (SSN or EIN) and Applicant (vendor) name are submitted to the Internal Revenue Service for "matching." If the Taxpayer ID and name do not match, the vendor record cannot be approved.

It is the applicant's responsibility to select the appropriate 1099 Withholding Type and Class. If incorporated, a business is not subject to 1099 reporting unless the business is providing legal or medical services.

Any questions about completing this form or specific comments about a form that you have submitted, please contact vendor services by phone at 302-672-5000.

## **26. VENDOR RESPONSIBILITY**

The State will enter into a contract with the successful Vendor(s). The successful Vendor(s) shall be responsible for all products and services as required by this ITB whether or not the Vendor or its subcontractor provided final fulfillment of the order. Subcontractors, if any, shall be clearly identified in the Vendor's proposal by completing Attachment B, and are subject to State approval and acceptance.

## **27. PERSONNEL, EQUIPMENT AND SERVICES**

- a. The Vendor represents that it has, or will secure at its own expense, all personnel required to perform the services required under this contract.
- b. All of the equipment and services required hereunder shall be provided by or performed by the Vendor or under its direct supervision, and all personnel, including subcontractors, engaged in the work shall be fully qualified and shall be authorized under State and local law to perform such services.
- c. None of the equipment and/or services covered by this contract shall be subcontracted without the prior written approval of the State. Only those subcontractors identified in Attachment B are considered approved upon award. Changes to those subcontractor(s) listed in Attachment B must be approved in writing by the State.

## **28. FAIR BACKGROUND CHECK PRACTICES**

Pursuant to 29 Del. C. [§6909B](#) and effective November 4, 2014 the State does not consider the criminal record, criminal history, credit history or credit score of an applicant for state employment during the initial application process unless otherwise required by state and/or federal law. Vendors doing business with the State are encouraged to adopt fair background check practices. Vendors can refer to 19 Del. C. [§711\(g\)](#) for applicable established provisions.

## **29. LIFE CYCLE COSTING**

If applicable, the specifications contained within this ITB have been developed through Life Cycle Cost Analysis that will allow the State to realize the lowest total cost of ownership and operation over the useful life of the equipment

## **30. ENVIRONMENTAL PROCUREMENT PRODUCTS**

- a. Energy Star - If applicable, the Contractor must provide products that earn the ENERGY STAR rating and meet the ENERGY STAR specifications for energy efficiency in order to keep overall event costs to a minimum. The Contractor is encouraged to visit [www.energystar.gov](http://www.energystar.gov) for complete product specifications and updated lists of qualifying products.
- b. Green Products – third party certification of green products accepted from GSS w/approved green certification shall be offered wherever available in addition to or as a substitute for non-green products.
- c. Contractors shall report all green items procured during the monthly reporting period using the Usage Report that will be provided to the awarded Vendor(s).
- d. Environmental Procurement Policies of the State shall determine acceptable consideration and credit for environmentally preferred products and services in the performance of this award. The State Environmental Procurement Policies may be found: <http://gss.omb.delaware.gov/contracting/documents/agencyboilers/espp.pdf>.

### **31. TERMINATION OF INDIVIDUAL ORDERS OR PURCHASE ORDERS**

The individual orders may be terminated as follows:

**a. Termination for Cause:** If, for any reasons, or through any cause, the Vendor fails to fulfill in timely and proper manner his obligations, or if the Vendor violates any of the covenants, agreements, or stipulations of this contract, the Agency shall have the right to terminate the P.O. by giving written notice to the Vendor of such termination and specifying the effective date thereof, at least five (5) days before the effective date of such termination. In that event, all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs, and reports or other material prepared by the Vendor in the performance of the P.O. shall, at the option of the Agency, become its property, and the Vendor shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents and other materials which is usable to the Agency.

**b. Termination for Convenience:** The Agency may terminate the P.O. at any time by giving written notice of such termination and specifying the effective date thereof, at least sixty (60) days before the effective date of such termination. In that event, all finished or unfinished documents, data, studies, surveys, drawings, models, photographs, reports, supplies, and other materials shall, at the option of the department, become its property and the Vendor shall be entitled to receive compensation for any satisfactory work completed on such documents and other materials which are usable to the Agency.

**c. Termination for Non-Appropriations:** In the event the General Assembly fails to appropriate the specific funds necessary to enter into or continue the contractual agreement, in whole or part, the agreement shall be terminated as to any obligation of the State requiring the expenditure of money for which no specific appropriation is available at the end of the last fiscal year for which no appropriation is available or upon the exhaustion of funds. This is not a termination for convenience and will not be converted to such.

### **32. TERMINATION OF CONTRACT**

The contract resulting from this ITB may be terminated as follows by the Agency:

**a. Termination for Cause:** If, for any reasons, or through any cause, the Vendor fails to fulfill in timely and proper manner its obligations under this Contract, or if the Vendor violates any of the covenants, agreements, or stipulations of this Contract, the State shall thereupon have the right to terminate this contract by giving written notice to the Vendor of such termination and specifying the effective date thereof, at least thirty (30) days before the effective date of such termination. In that event, all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs, and reports or other material prepared by the Vendor under this Contract shall, at the option of the State, become its property, and the Vendor shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents and other materials which is usable to the State.

On receipt of the contract cancellation notice from the State, the Vendor shall have not less than five (5) days to provide a written response and may identify a method(s) to resolve the violation(s). A vendor response shall not effect or prevent the contract cancellation unless the State provides a written acceptance of the Vendor response. If the State does accept the Vendor's method and/or action plan to correct the identified deficiencies, the State will define the time by which the Vendor must fulfill its corrective obligations. Final retraction of the State's termination for cause will only occur after the Vendor successfully rectifies the original violation(s). At its discretion the State may reject in writing the Vendor's proposed action plan and proceed with the original contract cancellation timeline.

**b. Termination for Convenience:** The State may terminate this Contract at any time by giving written notice of such termination and specifying the effective date thereof, at least sixty (60) days before the effective date of such termination. In that event, all finished or unfinished documents, data, studies, surveys, drawings, models, photographs, reports, supplies, and other materials shall, at the option of the State, become its property and the Vendor shall be entitled to receive compensation for any satisfactory work completed on such documents and other materials, and which is usable to the State.

**c. Termination for Non-Appropriations:** In the event the General Assembly fails to appropriate the specific funds necessary to enter into or continue the contractual agreement, in whole or part, the agreement shall be terminated as to any obligation of the State requiring the expenditure of money for which no specific appropriation is available at the end of the last fiscal year for which no appropriation is available or upon the exhaustion of funds. This is not a termination for convenience and will not be converted to such.

### **33. CHANGES**

Both parties may, from time to time, require changes in the services to be provided by the Vendor under the Scope of Work. Such changes, including any increase or decrease in the amount of the Vendor's compensation, which are mutually agreed upon by and between the Agency and the Vendor shall be incorporated in written amendments to the Purchase Order or contract.

### **34. AUDIT ACCESS TO RECORDS**

The Vendor shall maintain books, records, documents, and other evidence pertaining to this Contract to the extent and in such detail as shall adequately reflect performance hereunder. The Vendor agrees to preserve and make available to the State, upon request, such records for a period of five (5) years from the date services were rendered by the Vendor. Records involving matters in litigation shall be retained for one (1) year following the termination of such litigation. The Vendor agrees to make such records available for inspection, audit, or reproduction to any official State representative in the performance of their duties under the Contract. Upon notice given to the Vendor, representatives of the State or other duly authorized State or Federal agency may inspect, monitor, and/or evaluate the cost and billing records or other material relative to this Contract. The cost of any Contract audit disallowances resulting from the examination of the Vendor's financial records will be borne by the Vendor. Reimbursement to the State for disallowances shall be drawn from the Vendor's own resources and not charged to Contract cost or cost pools indirectly charging Contract costs.

### **35. VENDOR EMERGENCY RESPONSE POINT OF CONTACT**

The awarded vendor(s) shall provide the name(s), telephone, or cell phone number(s) of those individuals who can be contacted twenty four (24) hours a day, seven (7) days a week to meet a critical need for commodities or services when the Governor of the State of Delaware declares a state of emergency under the current Delaware Emergency Operations Plan. Failure to provide this information could render the bid as non-responsive.

### **36. SUBCONTRACTS**

Subcontracting is permitted under this ITB and contract. However, every subcontractor shall be identified in the Proposal (Attachment B) and agreed to in writing by the State or as are specifically authorized in writing by the Agency during the performance of the contract. Any substitutions in or additions to such subcontractors, associates, or consultants will be subject to the prior written approval of the State.

The Vendor(s) shall be responsible for compliance by the subcontractor with all terms, conditions and requirements of the ITB and with all local, State and Federal Laws. The Vendor shall be liable for any noncompliance by any subcontractor. Further, nothing contained herein or in any subcontractor agreement shall be construed as creating any contractual relationship between the subcontractor and the State.

**If a company elects to be a subcontractor for another vendor, the subcontractor may not independently bid on this solicitation.**

### **37. AGENCY'S RESPONSIBILITIES**

The Agency shall:

- a. Examine and review in detail all letters, reports, drawings and other documents presented by the Vendor to the Agency and render to the Vendor in writing, findings and decisions pertaining thereto within a reasonable time so as not to delay the services of Vendor.
- b. Give prompt written notice to the Contractor whenever the Agency observes or otherwise becomes aware of any development that affects the scope or timing of the Contractor's services.
- c. When an ordering agency first experiences a relatively minor problem or difficulty with a vendor, the agency will contact the vendor directly and attempt to informally resolve the problem. This includes failure to perform by the date specified and any unacceptable difference(s) between the purchase order and the merchandise received. Ordering agencies should stress to vendors that they should expedite correction of the differences because failure to reply may result in an unfavorable rating in the execution of the awarded contract.
- d. The state has several remedies available to resolve non-performance issues with the contractor. The Agency should refer to the Contract Terms and Conditions to view these remedies. When a default occurs, the Agency should first review the contract to confirm that the issue is a part of the contract. If the issue is not covered by the contract, the state cannot expect the contractor to perform outside the agreement. If the issue is a part of the contract, the Agency or GSS - Contracting must then contact the contractor, discuss the reasons surrounding the default and establish a date when the contractor will resolve the non-performance issue.
- e. If there is a performance deficiency, a Corrective Action Report (CAR) may be used. Complete this form to report concerns with vendors or commodities. Be sure to furnish as much detail as possible. <http://gss.omb.delaware.gov/divisionwide/forms.shtml>.

### **38. CONFIDENTIALITY**

All documents submitted as part of the vendor's proposal will be deemed confidential during the evaluation process. Vendor proposals will not be available for review by anyone other than the State of Delaware/Proposal Evaluation Committee or its designated agents. There shall be no disclosure of any vendor's information to a competing vendor prior to award of the contract.

The State of Delaware is a public agency as defined by state law, and as such, it is subject to the Delaware Freedom of Information Act, 29 *Del. C.* Ch. 100. Under the law, all the State of Delaware's records are public records (unless otherwise declared by law to be confidential) and are subject to inspection and copying by any person. Vendor(s) are advised that once a proposal is received by the State of Delaware and a decision on contract award is made, its contents will become public record and nothing contained in the proposal will be deemed to be confidential except proprietary information.

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Vendor(s) shall not include any information in their proposal that is proprietary in nature or that they would not want to be released to the public. Proposals must contain sufficient information to be evaluated and a contract written without reference to any proprietary information. If a Vendor feels that they cannot submit their proposal without including proprietary information, they must adhere to the following procedure or their proposal may be deemed unresponsive and will not be recommended for selection. Vendor(s) must submit such information in a separate, sealed envelope labeled "Proprietary Information" with the ITB number. The envelope must contain Attachment H describing the documents in the envelope, representing in good faith that the information in each document is not "public record" as defined by 29 *Del. C.* § 10002, and briefly stating the reasons that each document meets the said definitions.

Upon receipt of a proposal accompanied by such a separate, sealed envelope, the State of Delaware will open the envelope to determine whether the procedure described above has been followed.

If the Vendor does not have any documents it declares confidential or proprietary, Attachment H should be completed by checking the appropriate box found at the top of the attachment.

**39. NUMBER OF COPIES WITH MAILING OF PROPOSAL**

To be considered, all proposals must be submitted in writing and respond to the items outlined in this ITB. The State reserves the right to reject any non-responsive or non-conforming proposals. Each proposal must be submitted with one (1) paper copy of the Bid Form. Paper copies must contain original signatures in all locations requiring signatures.

**40. NO PRESS RELEASES OR PUBLIC DISCLOSURE**

The State of Delaware reserves the right to pre-approve any news or broadcast advertising releases concerning this solicitation, the resulting contract, the work performed, or any reference to the State of Delaware with regard to any project or contract performance. Any such news or advertising releases pertaining to this solicitation or resulting contract shall require the prior express written permission of the State of Delaware.

The State will not prohibit or otherwise prevent the awarded vendor(s) from direct marketing to the State of Delaware agencies, departments, municipalities, and/or any other political subdivisions, however, the Vendor shall not use the State's seal or imply preference for the solution or goods provided.

**Title: PORTABLE CAMERAS**

**III. TECHNICAL SPECIFICATIONS**

By reference, the following specifications are incorporated herein:

The specifications entitled "Delaware Standard Specifications, for Road and Bridge Construction, August 2016, hereinafter referred to as the Standard Specifications, the Special Provisions, notes on the Plans, Contract Detail Sheets, and any applicable Standard Construction Details, this Bid Proposal, and any addenda thereto shall govern the work to be performed under this contract.

The full Website Link is:

[http://www.deldot.gov/Publications/manuals/standard\\_specifications/index.shtml](http://www.deldot.gov/Publications/manuals/standard_specifications/index.shtml)

**Project Description:**

Furnish Transportable Video Monitoring Cameras (Portable Cameras), Trailer Mounted Video Monitoring Cameras, Communication Systems, and miscellaneous equipment to provide Portable Camera Systems, Communication and warranty support to the Department.

The Portable Cameras will make available to the Department the flexibility to monitor and visually obtain real-time traffic conditions on numerous sections of Delaware's roadway system for incident and event management as well as in construction work zones. The Portable Camera is a component of the statewide Integrated Transportation Management System (ITMS) initiative undertaken to provide for the safe and efficient management of the transportation system in Delaware.

This work shall involve supplying Portable Cameras of four (4) types over a three (3) year period. Portable Cameras will be controlled from the Department's Transportation Management Center (TMC) located in Smyrna, DE utilizing the Department's existing video command and control software. Operations of the Portable Cameras may also occur locally though the vendor-provided camera interface via joystick and/or laptop control. In addition the Contractor will provide the required spare parts list.

This contract will include the fabrication, shipping and acceptance testing for an estimated **thirty (30) Portable Camera Systems**.

Various requirements and responsibilities within the context of this project shall be assumed by the Department and the Contractor, as specified herein. All acceptance testing, testing documentation development and activities shall be performed by the Contractor (subject to witnessing by the Department or Department Representative) all operational, maintenance and replacements shall be provided by the Contractor.

## 1. Portable Camera System –TYPE I

### **Description:**

This specification describes the minimum requirements for the materials, design, quality assurance, and assembly of a fully operational, trailer-mounted, portable closed circuit television (CCTV) camera system.

All portable camera units shall contain the camera assembly, structural support system, mast structure and lifting mechanism, trailer, power and solar supplies, communications interface, enclosures, and ancillary equipment described herein and necessary for proper operation. Each portable camera unit shall be capable of operating utilizing both hard wired power and solar power as conditions necessitate.

### **Material Requirements:**

The equipment described shall be a standard model produced by a manufacturer with experience in the production of portable traffic control products of this type. All workmanship, materials, and assembly procedures shall be of a quality design. Each component of the complete unit shall be adequate for and compatible with all structural and performance requirements of the complete unit.

The portable camera unit and all associated control and electronics equipment, including camera assembly, camera enclosure, controller, portable trailer, power and communications equipment, all necessary appurtenances and control software may be furnished by different manufacturers, but the vendor must deliver portable camera units to the Department as completely assembled units.

All portable camera units must be compatible with the Department's existing video management software. *Existing video management software is **exaqVision**, developed by Tyco Security Products.* The Department will be responsible for procuring and activating any licenses that will be required to fully integrate portable cameras into the video management software.

The Department will provide Digital Cellular Modems for use in integrating portable camera units into the Transportation Management Center and video management software. *The Department currently utilizes Sierra Wireless GX450 wireless modems to communicate with portable equipment.* In certain areas where coverage exists, the Department will provide 4.9GHz wireless communications equipment for use in integrating portable camera units. *The Department currently utilizes Cambium Networks PMP 450 wireless radios to facilitate 4.9GHz communications.*

### **Camera Assembly:**

Provide a fully-integral Internet Protocol (IP) network camera assembly meeting the following minimum requirements:

1. Full-color, full motion video
2. Auto Focus including manual override
3. Auto iris control including manual override
4. Automatic image stabilization
5. PTZ:
  - a. 360 degree pan, 0-80 degrees per second variable speed. Continuous rotation.
  - b. 90 degree tilt, 0-40 degrees per second variable speed
  - c. Zoom Ratio: 30x Optical, 12x Digital
6. Automatic Day/Night imaging with manual override.

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7. Programmable for up to 15 camera presets, including labeling. Accuracy is to be no greater than +/- 0.5 degree.
8. Privacy: Programmable to blank out up to eight (8) areas within the CCTV field of view. Privacy zones shall move and adjust according to PTZ position.
9. Video output compatible with H.264 and Motion JPEG standards.
10. Environmental:
  - a. Integrated housing, environmentally sealed. Dust and air tight, meeting or exceeding NEMA 4X requirements. Housing is to be optically clear, anti-glare, UV inhibiting, impact/scratch resistant, and of a sufficient thickness to withstand maintenance, cleaning, and travel.
  - b. Field hardened for long-term outdoor deployment in highway and marine environments.
  - c. Operational temperature ranging from -40 to 140 degrees Fahrenheit with 0-100% relative humidity, non-condensing.
  - d. Ability to withstand sustained 90 mph winds.
11. Power input: 22-28VAC, PoE, and PoE+ allowable.
12. Connectors: RJ-45 Ethernet 10BASE-T/100BASE-TX, IP-66 rated.
13. Encoding:
  - a. Integrated to the camera assembly to support digital video transmission as well as PTZ control through an Ethernet network connection.
  - b. Support and comply with the following standards and network protocols: IPv4/v6, HTTP, HTTPS, TCP, UDP, ICMP, IGMP, ARP, RTP, RTSP, DCHP, SNTP, SNMP.
  - c. Support H.264 (MPEG4, part10) format or higher.
  - d. MJPEG frame rate of up to 30 frames per second at 1080p, 720p, D1, 4CIF, and CIF frame sizes.
  - e. Support both unicast and multicast video.

**Enclosure:**

Provide an environmentally sealed, hinged, lockable enclosure sufficiently sized to house all camera control and communications equipment. Enclosure shall be mounted such that it is accessible from ground level when the camera assembly is both in the raised and retracted positions.

**Power Supply:**

Provide a fully-integrated power supply capable of providing power via both solar and a commercial 120V AC hard-wired power service. The Department will be responsible for installing any surge protection, meters, and disconnects required to connect portable camera units to commercial hard-wire power sources.

1. Regulated power supply shall supply reliable DC power.
2. Solar Array
  - a. Provide a 12 Volt photovoltaic solar array of a size sufficient to recharge the portable camera unit in full sunlight at a rate of six hours of recharging per 24 hours of operation.
  - b. Solar array shall be secured by locking bolts to prevent theft or vandalism.
  - c. Array shall be capable of rotating independently of the mast structure and allow a tilt of 0 to 40 degrees relative to the horizontal.
  - d. Mount solar array such that panels are not obstructed by each other or any other trailer component.
  - e. All panels are to be UL listed.
  - f. Mount and all mounting hardware are to be corrosion resistant.

3. Controller
  - a. Provide a solar charge controller that is UL listed, rated for a minimum of 15A and includes a low voltage disconnect.
  - b. Controller shall include LCD indicators showing solar panel voltage, battery charge remaining, and solar charge current.
  - c. Controller shall include voltage regulators and automatic battery temperature compensation control circuitry to prevent overcharging.
  - d. Provide a controller with the ability to allow battery charge levels and alarms to be monitored remotely from the TMC.
4. Batteries
  - a. Provide batteries, including all necessary accessories and wiring to provide for continuous operation of the portable camera unit and all related equipment for three (3) continuous days without sunlight or recharging.
  - b. Provide a lockable, fully vented stainless steel battery enclosure sufficient to house all required batteries. Enclosure shall include a mechanism for securing batteries in place.
5. Lightning protection shall be supplied to the load side of the distributed power lines to withstand multiple surges in excess of 600 volts.

**Trailer:**

Provide a wheeled trailer fabricated of steel which will enable the transport, housing, and deployment of all equipment contained within the portable camera unit. Trailer is to be able to have the ability to be towed at speeds of at least 65 mph. Provide mounting features for all enclosures, solar arrays, and other devices needed to compose the complete portable camera unit. Trailer is to conform to Delaware Laws regarding trailers.

1. Materials used are to conform to NEMA TS 4 standards.
2. Trailer is to be primed and painted or powder-coated Highway Safety Orange to conform with Federal Standard 595b, Color No. 12243 or as otherwise directed by The Department.
3. Width – the trailer shall not exceed 96 inches in width when configured for highway transport.
4. Trailer frame shall provide a safe, non-skid surface for accessing all equipment.
5. Operating Height – The trailer shall be configured with an arm that extends the CCTV assembly a minimum of 25 feet above the roadway surface when fully extended.
  - a. Camera lifting mechanism shall be able to raise the camera mounting arm via either electronic, hydraulic, or electronic assist. Lift mechanism shall also include a manual option for use when mechanical lifting mechanism is disabled.
  - b. Camera arm shall include a safety bolt to prevent the arm from lowering once in the extended position. A self-locking mechanism is to be incorporated into the safety bolt to ensure it is not inadvertently dislodged. Safety bolt is to be hot dip galvanized in accordance with ASTM A153 or stainless steel.
  - c. A locking mechanism shall be installed to prevent camera arm from rotating once extended.
  - d. When in the “locked” position, the camera arm shall fit securely on the trailer and be capable of locking in place to prevent unnecessary movement during travel.
  - e. Camera arm shall support the mounting of camera assembly as well as antennae for wireless communications.

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6. Trailer shall include a leveling system to allow for the trailer to be in a stable position when the camera arm is fully extended and sustain winds of 90 mph without overturning. Stabilization devices are to be rated for at least 3,000 lbs. each.
7. Trailer shall include two (2) 3 ft. (min) long safety chains. Chains are to be galvanized steel, ¼ inch, with 2,500 lb. minimum rated safety hooks.
8. Provide a Pintle towing hitch for connection to a towing vehicle. Hitch is to have a towing capacity of 5,000 lbs.
9. Trailer shall include amber reflectors. Two (2) at the front, two (2) at the rear, and one (1) on each side. Trailer frame shall be outlined with red and white DOT retroreflective tape in its entirety.
10. Trailer shall include a complete lighting package that meets Class A lighting standards including license brackets.

**Construction:**

General Delivery Requirements:

Deliver fully assembled and integrated Portable Camera System to the Department specified location.

**Testing Requirements:**

Prior to delivery, complete a Factory Acceptance Test for every Portable Camera System Unit being furnished. Prior to delivery of the first unit, provide for approval, a Factory Acceptance Testing Procedure and Checklist. Do not furnish any units prior to approval of the Testing Procedure and Checklist. All units furnished must include a completed and signed copy of the Factory Acceptance Testing Checklist. Factory Acceptance Testing must include the following at a minimum:

1. A verification of all performance requirements contained herein related to the camera assembly, power supply, communications equipment, and portable camera trailer.
2. A verification of all performance elements contained within the vendor's catalog cuts and shop drawings.

Prior to the delivery of the first unit, provide written verification confirming that the proposed portable camera system meets all video display and control requirements utilizing the ExaqVision video management software. Written verification must be signed by representatives from both Tyco Security Products and the portable camera system vendor.

**Documentation:**

Provide the following documentation for each Portable Camera System Furnished:

1. All User and Assembly Manuals
2. Maintenance Manuals and recommended maintenance procedures
3. All furnished warranties and guarantees.
4. Verification of Completion of Factory Acceptance Test and Testing results for individual units being furnished.

**Measurement and Payment: Each**

The accepted unit pay quantities shall be paid for at the applicable Contract unit price per unit set forth in the bid proposal form schedule. Payment shall be made on individual items after the items have been delivered and accepted by The Department.

## **2. Portable Camera System –TYPE II**

### **Description:**

This specification describes the minimum requirements for the materials, design, quality assurance, and assembly of a fully operational, trailer-mounted, portable closed circuit television (CCTV) camera system that provides for the installation of multiple camera devices as well as providing flood lighting to assist in incident and event management.

All portable camera units shall contain the camera assembly, structural support system, mast structure and lifting mechanism, trailer, power and solar supplies, communications interface, enclosures, and ancillary equipment described herein and necessary for proper operation. Each portable camera unit shall be capable of operating utilizing both hard wired power and solar power as conditions necessitate.

### **Material Requirements:**

The equipment described shall be a standard model produced by a manufacturer with experience in the production of portable traffic control products of this type. All workmanship, materials, and assembly procedures shall be of a quality design. Each component of the complete unit shall be adequate for and compatible with all structural and performance requirements of the complete unit.

The portable camera unit and all associated control and electronics equipment, including camera assembly, camera enclosure, controller, portable trailer, power and communications equipment, all necessary appurtenances and control software may be furnished by different manufacturers, but the vendor must deliver portable camera units to the Department as completely assembled units.

All portable camera units must be compatible with the Department's existing video management software. *Existing video management software is **exaqVision**, developed by Tyco Security Products.* The Department will be responsible for procuring and activating any licenses that will be required to fully integrate portable cameras into the video management software.

The Department will provide Digital Cellular Modems for use in integrating portable camera units into the Transportation Management Center and video management software. *The Department currently utilizes Sierra Wireless GX450 wireless modems to communicate with portable equipment.* In certain areas where coverage exists, the Department will provide 4.9GHz wireless communications equipment for use in integrating portable camera units. *The Department currently utilizes Cambium Networks PMP 450 wireless radios to facilitate 4.9GHz communications.*

### **Camera Assembly:**

Provide two (2) fully-integral Internet Protocol (IP) network camera assemblies meeting the following minimum requirements:

1. Full-color, full motion video
2. Auto Focus including manual override
3. Auto iris control including manual override
4. Automatic image stabilization
5. PTZ:
  - a. 360 degree pan, 0-80 degrees per second variable speed. Continuous rotation.
  - b. 90 degree tilt, 0-40 degrees per second variable speed
  - c. Zoom Ratio: 30x Optical, 12x Digital

6. Automatic Day/Night imaging with manual override.
7. Programmable for up to 15 camera presets, including labeling. Accuracy is to be no greater than +/- 0.5 degree.
8. Privacy: Programmable to blank out up to eight (8) areas within the CCTV field of view. Privacy zones shall move and adjust according to PTZ position.
9. Video output compatible with H.264 and Motion JPEG standards.
10. Environmental:
  - a. Integrated housing, environmentally sealed. Dust and air tight, meeting or exceeding NEMA 4X requirements. Housing is to be optically clear, anti-glare, UV inhibiting, impact/scratch resistant, and of a sufficient thickness to withstand maintenance, cleaning, and travel.
  - b. Field hardened for long-term outdoor deployment in highway and marine environments.
  - c. Operational temperature ranging from -40 to 140 degrees Fahrenheit with 0-100% relative humidity, non-condensing.
  - d. Ability to withstand sustained 90 mph winds.
11. Power input: 22-28VAC, PoE, and PoE+ allowable.
12. Connectors: RJ-45 Ethernet 10BASE-T/100BASE-TX, IP-66 rated.
13. Encoding:
  - a. Integrated to the camera assembly to support digital video transmission as well as PTZ control through an Ethernet network connection.
  - b. Support and comply with the following standards and network protocols: IPv4/v6, HTTP, HTTPS, TCP, UDP, ICMP, IGMP, ARP, RTP, RTSP, DCHP, SNTP, SNMP.
  - c. Support H.264 (MPEG4, part10) format or higher.
  - d. MJPEG frame rate of up to 30 frames per second at 1080p, 720p, D1, 4CIF, and CIF frame sizes.
  - e. Support both unicast and multicast video.

**Lighting:**

Provide LED flood lighting capable of illuminating an area in a 200 foot radius from the Camera Trailer. Provide lighting such that it can be added either top-mast or mid-mast.

**Enclosure:**

Provide an environmentally sealed, hinged, lockable enclosure sufficiently sized to house all control and communications equipment for two or more cameras. Enclosure shall be mounted such that it is accessible from ground level when the camera assembly is both in the raised and retracted positions.

Provide a convenience outlet accessible from the outside of the enclosure for use in powering external devices.

**Power Supply:**

Provide a fully-integrated power supply capable of providing power via solar, commercial 120V AC hard-wired power service, and an onboard generator. The Department will be responsible for installing any surge protection, meters, and disconnects required to connect portable camera units to commercial hard-wire power sources.

1. Regulated power supply shall supply reliable DC power.
2. Solar Array

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- a. Provide a 12 Volt photovoltaic solar array of a size sufficient to recharge portable camera unit in full sunlight at a rate of six hours of recharging per 24 hours of operation.
  - b. Solar array shall be secured by locking bolts to prevent theft or vandalism.
  - c. Array shall be capable of rotating independently of the mast structure and allow a tilt of 0 to 40 degrees relative to the horizontal.
  - d. Mount solar array such that panels are not obstructed by each other or any other trailer component.
  - e. All panels are to be UL listed.
  - f. Mount and all mounting hardware are to be corrosion resistant.
3. Controller
- a. Provide a solar charge controller that is UL listed, rated for a minimum of 15A and includes a low voltage disconnect.
  - b. Controller shall include LCD indicators showing solar panel voltage, battery charge remaining, and solar charge current.
  - c. Controller shall include voltage regulators and automatic battery temperature compensation control circuitry to prevent overcharging.
  - d. Provide a controller with the ability to allow battery charge levels and alarms to be monitored remotely from the TMC.
4. Batteries
- a. Provide batteries, including all necessary accessories and wiring to provide for continuous operation of the portable camera unit and all related equipment for three (3) continuous days without sunlight or recharging. This requirement does not include operation of the LED flood lighting.
  - b. Provide a lockable, fully vented stainless steel battery enclosure sufficient to house all required batteries. Enclosure shall include a mechanism for securing batteries in place.
5. Generator
- a. 4kW gasoline or diesel powered.
  - b. Auto start/stop functionality
  - c. Remote start/stop functionality.
  - d. Local manual start/stop functionality.
  - e. 20 gallon on-board fuel storage capacity.
6. Lightning protection shall be supplied to the load side of the distributed power lines to withstand multiple surges in excess of 600 volts.

**Trailer:**

Provide a wheeled trailer fabricated of steel which will enable the transport, housing, and deployment of all equipment contained within the portable camera unit. Trailer is to be able to have the ability to be towed at speeds of at least 65 mph. Provide mounting features for all enclosures, solar arrays, and other devices needed to compose the complete portable camera unit. Trailer is to conform to Delaware Laws regarding trailers.

1. Materials used are to conform to NEMA TS 4 standards.
2. Trailer is to be primed and painted or powder-coated Highway Safety Orange to conform with Federal Standard 595b, Color No. 12243, or as otherwise directed by The Department.
3. Width – the trailer shall not exceed 96 inches in width when configured for highway transport.
4. Trailer frame shall provide a safe, non-skid surface for accessing all equipment.

5. Operating Height – The trailer shall be configured with an arm that extends the CCTV assembly a minimum of 35 feet above the roadway surface when fully extended.
  - a. Camera lifting mechanism shall be able to raise the camera mounting arm via either electronic, hydraulic, or electronic assist. Lift mechanism shall also include a manual option for use when mechanical lifting mechanism is disabled.
  - b. Camera arm shall include a safety bolt to prevent the arm from lowering once in the extended position. A self-locking mechanism is to be incorporated into the safety bolt to ensure it is not inadvertently dislodged. Safety bolt is to be hot dip galvanized in accordance with ASTM A153 or stainless steel.
  - c. A locking mechanism shall be installed to prevent camera arm from rotating once extended.
  - d. When in the “locked” position, the camera arm shall fit securely on the trailer and be capable of locking in place to prevent unnecessary movement during travel.
  - e. Camera arm shall support the mounting of camera assembly as well as antennae for wireless communications.
6. Trailer shall include a leveling system to allow for the trailer to be in a stable position when the camera arm is fully extended and sustain winds of 90 mph without overturning. Stabilization devices are to be rated for at least 3,000 lbs. each.
7. Trailer shall include two (2) 3 ft. (min) long safety chains. Chains are to be galvanized steel, ¼ inch, with 2,500 lb. minimum rated safety hooks.
8. Provide a Pintle towing hitch for connection to a towing vehicle. Hitch is to have a towing capacity of 5,000 lbs.
9. Trailer shall include amber reflectors. Two (2) at the front, two (2) at the rear, and one (1) on each side. Trailer frame shall be outlined with red and white DOT retroreflective tape in its entirety.
10. Trailer shall include a complete lighting package that meets Class A lighting standards including license brackets.

**Construction:**

General Delivery Requirements:

Deliver fully assembled and integrated Portable Camera System to the Department specified location.

**Testing Requirements:**

Prior to delivery, complete a Factory Acceptance Test for every Portable Camera System Unit being furnished. Prior to delivery of the first unit, provide for approval, a Factory Acceptance Testing Procedure and Checklist. Do not furnish any units prior to approval of the Testing Procedure and Checklist. All units furnished must include a completed and signed copy of the Factory Acceptance Testing Checklist. Factory Acceptance Testing must include the following at a minimum:

1. A verification of all performance requirements contained herein related to the camera assembly, power supply, communications equipment, and portable camera trailer.
2. A verification of all performance elements contained within the vendor’s catalog cuts and shop drawings.

Prior to the delivery of the first unit, provide written verification confirming that the proposed portable camera system meets all video display and control requirements utilizing the ExaqVision video management software. Written verification must be signed by representatives from both Tyco Security Products and the portable camera system vendor.

**Documentation:**

Provide the following documentation for each Portable Camera System Furnished:

1. All User and Assembly Manuals
2. Maintenance Manuals and recommended maintenance procedures
3. All furnished warranties and guarantees.
4. Verification of Completion of Factory Acceptance Test and Testing results for individual units being furnished.

**Measurement and Payment: Each**

The accepted unit pay quantities shall be paid for at the applicable Contract unit price per unit set forth in the bid proposal form schedule. Payment shall be made on individual items after the items have been delivered and accepted by The Department.

### **3. Portable Camera System – Vehicle Mounted**

#### **Description:**

This specification describes the minimum requirements for the materials, design, quality assurance, and assembly of a fully operational, vehicle-mounted, portable closed circuit television (CCTV) camera system. The portable camera system is to be temporarily mounted to a standard towing hitch for use on Department Maintenance Vehicles.

All portable camera units shall contain the camera assembly, telescoping mast system, lifting mechanism, trailer, power, communications interface, and ancillary equipment described herein and necessary for proper operation. Portable camera unit shall be capable of being powered from the vehicle via a standard trailer wiring harness.

#### **Material Requirements:**

The equipment described shall be a standard model produced by a manufacturer with experience in the production of portable traffic control products of this type. All workmanship, materials, and assembly procedures shall be of a quality design. Each component of the complete unit shall be adequate for and compatible with all structural and performance requirements of the complete unit.

The portable camera unit and all associated control and electronics equipment, including camera assembly, camera enclosure, controller, mast, power and communications equipment, all necessary appurtenances and control software may be furnished by different manufacturers, but the vendor must deliver portable camera units to the Department as completely assembled units.

All portable camera units must be compatible with the Department's existing video management software. *Existing video management software is **exaqVision**, developed by Tyco Security Products.* The Department will be responsible for procuring and activating any licenses that will be required to fully integrate portable cameras into the video management software.

The Department will provide Digital Cellular Modems for use in integrating portable camera units into the Transportation Management Center and video management software. *The Department currently utilizes Sierra Wireless GX450 wireless modems to communicate with portable equipment.*

#### **Camera Assembly:**

Provide one (1) fully-integral Internet Protocol (IP) network camera assembly meeting the following minimum requirements:

1. Full-color, full motion video
2. Auto Focus including manual override
3. Auto iris control including manual override
4. Automatic image stabilization
5. PTZ:
  - a. 360 degree pan, 0-80 degrees per second variable speed. Continuous rotation.
  - b. 90 degree tilt, 0-40 degrees per second variable speed
  - c. Zoom Ratio:15x optical, 10x Digital
6. Automatic Day/Night imaging with manual override.

7. Programmable for up to 15 camera presets, including labeling. Accuracy is to be no greater than +/- 0.5 degree.
8. Video output compatible with H.264 and Motion JPEG standards.
9. Environmental:
  - a. Integrated housing, environmentally sealed. Dust and air tight, meeting or exceeding NEMA 4X requirements. Housing is to be optically clear, anti-glare, UV inhibiting, impact/scratch resistant, and of a sufficient thickness to withstand maintenance, cleaning, and travel.
  - b. Field hardened for long-term outdoor deployment in highway and marine environments.
  - c. Operational temperature ranging from -40 to 140 degrees Fahrenheit with 0-100% relative humidity, non-condensing.
  - d. Ability to withstand sustained 90 mph winds.
10. Power input: Compatible with standard 12VDC wiring harness from vehicle.
11. Connectors: RJ-45 Ethernet 10BASE-T/100BASE-TX, IP-66 rated.
12. Encoding:
  - a. Integrated to the camera assembly to support digital video transmission as well as PTZ control through an Ethernet network connection.
  - b. Support and comply with the following standards and network protocols: IPv4/v6, HTTP, HTTPS, TCP, UDP, ICMP, IGMP, ARP, RTP, RTSP, DCHP, SNTP, SNMP.
  - c. Support H.264 (MPEG4, part10) format or higher.
  - d. MJPEG frame rate of up to 30 frames per second at 1080p, 720p, D1, 4CIF, and CIF frame sizes.
  - e. Support both unicast and multicast video.

**Enclosure:**

Provide an environmentally sealed, hinged, lockable enclosure sufficiently sized to house all control and communications equipment. Enclosure shall be mounted such that it is accessible from ground level when the camera assembly is both in the raised and retracted positions.

**Power Supply:**

Provide a fully-integrated power supply capable of providing power via a standard 12V trailer wiring harness.

**Mounting:**

Provide a mounting assembly that is able to be connected to a standard 2 inch vehicle, Pintle-style towing hitch.

Operating Height – The camera system shall be configured with a telescoping arm that extends the CCTV assembly a minimum of 14 feet above the roadway surface when fully extended.

Camera arm shall include a safety mechanism to prevent the arm from lowering once in the extended position. A self-locking mechanism is to be incorporated into the safety bolt to ensure it is not inadvertently dislodged. Material is to be hot dip galvanized in accordance with ASTM A153 or stainless steel.

A locking mechanism shall be installed to prevent camera arm from rotating once extended.

**Construction:**

General Delivery Requirements:

Deliver fully assembled and integrated Portable Camera System to the Department specified location.

**Testing Requirements:**

Prior to delivery, complete a Factory Acceptance Test for every Portable Camera System Unit being furnished. Prior to delivery of the first unit, provide for approval, a Factory Acceptance Testing Procedure and Checklist. Do not furnish any units prior to approval of the Testing Procedure and Checklist. All units furnished must include a completed and signed copy of the Factory Acceptance Testing Checklist. Factory Acceptance Testing must include the following at a minimum:

1. A verification of all performance requirements contained herein related to the camera assembly, power supply, communications equipment, and portable camera mounting apparatus.
2. A verification of all performance elements contained within the vendor's catalog cuts and shop drawings.

Prior to the delivery of the first unit, provide written verification confirming that the proposed portable camera system meets all video display and control requirements utilizing the ExaqVision video management software. Written verification must be signed by representatives from both Tyco Security Products and the portable camera system vendor.

**Documentation:**

Provide the following documentation for each Portable Camera System Furnished:

1. All User and Assembly Manuals
2. Maintenance Manuals and recommended maintenance procedures
3. All furnished warranties and guarantees
4. Verification of Completion of Factory Acceptance Test and Testing results for individual units being furnished

**Measurement and Payment: Each**

The accepted unit pay quantities shall be paid for at the applicable Contract unit price per unit set forth in the bid proposal form schedule. Payment shall be made on individual items after the items have been delivered and accepted by The Department.

#### **4. Portable Camera System – Pole Mounted**

##### **Description:**

This specification describes the minimum requirements for the materials, design, quality assurance, and assembly of a fully operational, pole-mounted, portable closed circuit television (CCTV) camera system. The portable camera system is to have a variable mounting assembly that allows the portable camera assembly to be temporarily mounted on utility, lighting, and ITS poles as well as directly to buildings.

All portable camera units shall contain the camera assembly, enclosure, power, communications interface, and ancillary equipment described herein and necessary for proper operation. Portable camera unit shall be capable of being powered via 110V-240V wired or be solar powered with batteries.

##### **Material Requirements:**

The equipment described shall be a standard model produced by a manufacturer with experience in the production of portable traffic control products of this type. All workmanship, materials, and assembly procedures shall be of a quality design. Each component of the complete unit shall be adequate for and compatible with all structural and performance requirements of the complete unit.

The portable camera unit and all associated control and electronics equipment, including camera assembly, camera enclosure, power and communications equipment, all necessary appurtenances and control software may be furnished by different manufacturers, but the vendor must deliver portable camera units to the Department as completely assembled units.

All portable camera units must be compatible with the Department's existing video management software. *Existing video management software is **exaqVision**, developed by Tyco Security Products.* The Department will be responsible for procuring and activating any licenses that will be required to fully integrate portable cameras into the video management software.

##### **Camera Assembly:**

Provide one (1) fully-integral Internet Protocol (IP) network camera assembly meeting the following minimum requirements:

1. Full-color, full motion video
2. Auto Focus including manual override
3. Auto iris control including manual override
4. Automatic image stabilization
5. Fixed or PTZ
6. Automatic Day/Night imaging with manual override.
7. Video output compatible with H.264 and Motion JPEG standards.
8. Environmental:
  - a. Integrated housing environmentally sealed. Dust and air tight, meeting or exceeding NEMA 4X requirements. Housing is to be optically clear, anti-glare, UV inhibiting, impact/scratch resistant, and of a sufficient thickness to withstand maintenance, cleaning, and travel.
  - b. Field hardened for long-term outdoor deployment in highway and marine environments.
  - c. Operational temperature ranging from -40 to 140 degrees Fahrenheit with 0-100% relative humidity, non-condensing.
  - d. Ability to withstand sustained 90 mph winds.

9. Power input: Compatible with integrated solar or battery array.
10. Connectors: RJ-45 Ethernet 10BASE-T/100BASE-TX, IP-66 rated.
11. Encoding:
  - a. Integrated to the camera assembly to support digital video transmission as well as PTZ control through an Ethernet network connection.
  - b. Support and comply with the following standards and network protocols: IPv4/v6, HTTP, HTTPS, TCP, UDP, ICMP, IGMP, ARP, RTP, RTSP, DCHP, SNTP, SNMP.
  - c. Support H.264 (MPEG4, part10) format or higher.
  - d. MJPEG frame rate of up to 30 frames per second at 1080p, 720p, D1, 4CIF, and CIF frame sizes.
  - e. Support both unicast and multicast video.

**Enclosure:**

Provide a fully integrated, environmentally sealed, hinged, lockable enclosure sufficiently sized to house the CCTV camera, power, and communications equipment.

**Power Supply:**

Provide a fully-integrated power supply capable of providing power via a permanent 110V-240V hard wired power supply.

**Solar Array:**

1. Provide a 12 Volt photovoltaic solar array of a size sufficient to recharge portable camera unit in full sunlight at a rate of six hours of recharging per 24 hours of operation.
2. Array shall be capable of rotating independently of the structure and allow a tilt of 0 to 40 degrees relative to the horizontal.
3. All panels are to be UL listed.
4. Mount and all mounting hardware are to be corrosion resistant.

**Batteries:**

1. Provide batteries, including all necessary accessories and wiring to provide for continuous operation of the portable camera unit and all related equipment for three (3) continuous days without sunlight or recharging. Batteries are to be integral to the overall unit housing and shall not be located in a separate enclosure.

**Mounting:**

Provide a variable mounting assembly that allows the portable camera assembly to be mounted on utility, lighting, and ITS poles as well as directly to buildings.

**Communications:**

Embedded and fully integrated 4G cellular modem. Antennae are to be mounted externally to the portable CCTV system enclosure. Provide 4G cellular modem that is compatible with the Verizon cellular data network and size/configured properly to live stream digital video at a frame rate of 30 fps in a MJPEG or H.264 format.

**Construction:**

General Delivery Requirements:

Deliver fully assembled and integrated Portable Camera System to the Department specified location.

**Testing Requirements:**

Prior to delivery, complete a Factory Acceptance Test for every Portable Camera System Unit being furnished. Prior to delivery of the first unit, provide for approval, a Factory Acceptance Testing Procedure and Checklist. Do not furnish any units prior to approval of the Testing Procedure and Checklist. All units furnished must include a completed and signed copy of the Factory Acceptance Testing Checklist. Factory Acceptance Testing must include the following at a minimum:

1. A verification of all performance requirements contained herein related to the camera assembly, power supply, communications equipment, and portable camera mounting apparatus.
2. A verification of all performance elements contained within the vendor's catalog cuts and shop drawings.

Prior to the delivery of the first unit, provide written verification confirming that the proposed portable camera system meets all video display and control requirements utilizing the ExaqVision video management software. Written verification must be signed by representatives from both Tyco Security Products and the portable camera system vendor.

**Documentation:**

Provide the following documentation for each Portable Camera System Furnished:

1. All User and Assembly Manuals
2. Maintenance Manuals and recommended maintenance procedures
3. All furnished warranties and guarantees.
4. Verification of Completion of Factory Acceptance Test and Testing results for individual units being furnished.

**Measurement and Payment: Each**

The accepted unit pay quantities shall be paid for at the applicable Contract unit price per unit set forth in the bid proposal form schedule. Payment shall be made on individual items after the items have been delivered and accepted by The Department.

**General Terms and Conditions:**

Unless otherwise stated, these requirements shall apply to all hardware and software components. Requirements applicable to a specific hardware component are described elsewhere in the Special Provisions.

**Time:**

Following the successful testing, delivery, inspection and acceptance for the first of each type of Portable Camera System ordered, each additional items and/or components shall be delivered to the Department within ninety (90) working days from the date of the individual purchase order. The Contractor must notify the Department of delivery at least three (3) days prior to the expected delivery date.

**Quantities:**

Depending on fund availability, the Department reserves the right to increase or decrease the quantities of the items specified in this contract. Such additions or deletions shall not be cause for an increase or decrease in any contract unit bid price.

**Submission of Proposal:**

Bidders must be prepared to provide all material shop drawings, specifications, cut sheets, wiring diagrams, user manuals and other documentation to demonstrate conformance to the special provisions contained herein. Bidders must provide resumes for key contacts. At a minimum this shall include the Bidder's project manager and lead trainer.

Bidders must also provide a narrative description discussing any requirements that cannot be met by the supplied equipment including description on how the materials being provided will meet or exceed the performance requirements contained within the special provisions.

Bidders must submit references for work on at least three (3) different projects which were similar in nature to that required by the Project Specifications. Each of the three (3) projects must have been completed successfully in the past five (5) years or currently ongoing. The Bidder shall submit the following information for each reference:

1. Client
2. Client Contact
3. Client Contact Telephone Number and Email
4. Client Address
5. Project Description
6. Date of Project Completion

**Delivery:**

All Portable Camera Systems shall be ordered by Purchase Order, receipt of which shall be promptly acknowledged in writing by the Contractor.

Failure of the Contractor to provide proper delivery notification as specified herein may result in lengthy delay. Any and all expenses incurred because of delays where proper delivery notification was not provided are the responsibility of the Contractor.

Delivery of all Portable Camera Systems and all required documentation shall be made to the following facility, or as indicated in the individual Purchase Orders:

**Delaware Department of Transportation  
Transportation Management Center  
169 Brick Store Landing Road  
Smyrna, DE 19977**

No Portable Camera System units shall be accepted for delivery by the Department without a Certificate of Origin and the proper invoicing materials.

**Extension of Delivery Time:**

The Department will only consider an extension of the delivery time specified under the terms of this Contract in cases where labor strikes or natural disasters shall prevent the required fulfillment of the Contract. Evidence of such delays must be submitted for consideration. Knowledge of existing or pending strikes can be taken into consideration in awarding the Contract.

**Reliability and Operational Stability:**

The Contractor shall furnish all necessary equipment and is to be inclusive of all parts and components necessary as part of this Bid Specification to be a completely operational Portable Camera System, unless stated otherwise in these specifications. Compliance with the Special Provisions pertaining to individual elements of the Portable Camera System does not in itself constitute compliance with the reliability and long-term operational stability of the complete Portable Camera System.

**Materials:**

The Bidder shall include in the bid price, all cables and incidental items necessary for complete operation of each Portable Camera System.

All hardware furnished by the Contractor shall be new and of recent manufacture; no used or refurbished hardware is allowed. Furthermore, firmware and software must be tested and in working order; prototype firmware or software **will not** be permitted.

The Contractor shall register with the manufacturer(s) all equipment, firmware, and software in the name of the Department. Electronic Copies of the registration forms shall be forwarded to the Department.

The Contractor shall store and handle all materials and equipment in a clean, dry location, free of construction dust, precipitation and excess moisture in such a manner as not to degrade quality, serviceability, or appearance. This storage environment shall be adhered to but not limited to delivery holding areas and assembly areas.

**Materials and Fabrication:**

All equipment and component parts furnished shall be new, be of the latest design, be of recent manufacture and in operable condition at the time of delivery. No part or attachment shall be substituted or applied contrary to the manufacturer's recommendations and standard practices.

All materials for the Portable Camera System shall be new, corrosion resistant, and unaffected by water spray (including high pressure washing equipment used for cleaning the camera housing unit), salt, oil, gasoline, and all other contaminants in the quantities normally found along the edge of the roadway. The Portable Camera System construction, materials, and operations shall conform to all National Electric Code (NEC) and National Fire Protection Association (NFPA) standards.

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All electronic equipment shall be of solid-state design and modular construction. Individual electronic modules shall provide easy service access and shall be field replaceable. The design shall be such as to prevent incorrect assembly or installation of connectors, fasteners, etc., where possible malfunction or personnel hazards might occur. Each item of equipment shall be designed to protect personnel from exposure to high voltage during equipment operation, adjustments and maintenance.

The Portable Camera System and all associated control and electronics equipment, and enclosures shall be designed for outdoor installation. All environmental testing shall be successfully performed prior to delivery of the Portable Camera System and/or associated equipment. If requested by the Department, the Contractor shall supply manufacturer and/or third party certification for equipment.

All electrical materials and equipment used for which there are established Underwriters Laboratories (UL) and Electrical Testing Laboratories (ETL) standards shall bear the UL and ETL labels.

**Regulations and Codes:**

All electrical equipment shall conform to the standards of National Electrical Manufacturers Association (NEMA), National Electric Safety Council (NESCA), National Fire Protection Agency (NFPA), Federal Communications Commission (FCC), National Television Standards Committee (NTSC), Moving Picture Experts Group (MPEG), and the Electronic Industries Association/Telecommunications Industry Association (EIA/TIA) where applicable.

All system wiring, conduit, grounding hardware, and circuit breakers shall be in conformance with the issue of the National Electrical Code (NEC) in effect on the date of the bid. All electrical conductors shall be copper.

Whenever references are made in these provisions, they are considered to mean the code, ordinance or standard that is in effect at the time of the bid advertisement.

**Quality Assurance:**

The Contractor shall develop a quality control program and submit it to the Department for review and approval within twenty (20) working days after the issuance of the Notice to Proceed. The Contractor shall be required to resubmit a quality control program that has been rejected by the Department within seven (7) calendar days for approval, unless otherwise noted. The Contractor shall follow the approved quality control program for the duration of the Contract. The Contractor shall not deliver any equipment prior to the approval of the Quality Control Program. At a minimum, the Quality Control Program must include:

1. The Project Manager and Technical Lead, along with any other key staff, as well as their responsibilities.
2. A description of the manufacturing facility and process used to ensure delivery of equipment consistent with this Contract and the Special Provisions.
3. Standard delivery time following receipt of a Purchase Order from the Department.

**Modifications to Submitted Equipment:**

The Contractor shall provide updated design documentation for any Portable Camera System or component that has changed from what was originally submitted in the response to the RFP for Department review and approval prior to delivery. The Contractor shall provide an advanced warning, in writing, if modifications to a particular Portable Camera System or component require different spare parts.

**User Manuals and System Administrator Documentation:**

The Contractor shall provide operator user manuals sufficient to describe how the system can be deployed, operated, and maintained.

The Contractor shall provide manuals for the system administrator sufficient to describe how the system can be administered, including setup, installation, configuration, testing, and maintenance.

Separate Manuals and Administrator Documentation shall be provided for each of the four (4) Portable Camera Systems as specified.

**Warranty:**

The Contractor shall extend to the Department a policy guarantee on equipment and/or services against defective material and workmanship for a period of three (3) years from the date of delivery. Any item that is normally covered by the warranty policy but is determined to have been damaged through misuse or neglect shall be exempt from coverage. If any part of the unit is normally covered by a warranty policy for more than three (3) years, the full period of warranty policy of that component shall be provided to the Department. The Contractor shall be solely responsible for the warranty of equipment by other vendors, but that are provided by the Contractor as part of this Contract including parts and labor for removal and replacement of failed components.

The Contractor shall comply with the manufacturer's warranty or authorize a qualified dealer in the locality in which the Portable Camera System is delivered to do whatever is required to comply with the manufacturer's warranty without cost to the Department. When warranty work is required, the Department shall notify the Contractor and/or their designated maintenance facility/provider. Upon notification that warranty work is required, the Contractor shall be required to respond either by telephone, email, or in person within five (5) business days after notification by the Department. If the Department and the vendor determine that an on-site visit is necessary, the Contractor shall provide the necessary labor force (technicians) necessary within five (5) working days after notification by the Department to perform the necessary repairs. If the provision of replacement parts is required to perform the repair work, affecting the five (5) day response time, the Contractor is to immediately notify the Department and provide a corresponding timetable. The Contractor shall bear the cost of transporting materials and equipment to/from the work site as well as all labor required to make the repair. All replacement parts shall be newly manufactured and provide a direct replacement for the existing component to be replaced.

During the warranty period, the Contractor is also responsible for providing the software and/or firmware upgrades to provided equipment.

Within the three (3) year warranty period, the Department reserves the right to require the replacement of the whole Portable Camera System at no additional cost under the following circumstances:

1. If one particular component fails more than three (3) times on the same device within a period of six (6) months.
2. If two or more different components fail more than a combined number of four (4) times on the same device within a period of six (6) months.

The Department shall have the right to request and extension of the warranty beyond the initial three (3) year period for one or more Portable Camera System device(s). This additional warranty can be negotiated and shall be agreed upon between both the Department and the Contractor. Payment for this item will be made under an individual task agreement, procured under and Maintenance and Material Purchase Order Contract.

**Spare Parts:**

The Bidder **shall submit**, with their bid, a list and price of recommended spare parts for all Portable Camera Systems including all associated equipment, software, and other components that provide for a fully functional Portable Camera System. All spare parts shall be identical to the installed components and to enable the Department or its agent to readily replace defective components. The Department may review the suggested minimum stocked spare parts and cost estimates, and modify/negotiate the terms with the Contractor on those items.

Spare parts required shall be calculated on an estimated eight (8) purchased complete Type I Portable Camera Systems, eight (8) purchased Type II Portable Camera Systems, seven (7) Portable Camera Systems – Vehicle Mounted, and seven (7) Portable Camera Systems – Pole Mounted. The Department will be responsible for the provision of all spare parts related to the wireless communication devices and central TMC video management software.

All spare parts provided shall be newly manufactured and identical to originally supplied equipment. If original replacement parts are no longer available, all spare parts shall be a direct replacement for the originally installed equipment. The spare parts shall be provided as a complete assembly with all items necessary for replacement. The spare part replacement should not require any uncommon tools; however, if uncommon tools are necessary, they must be provided along with the spare part components.

The Contractor shall be required to provide spare parts to the Department within fifteen (15) working days after receipt of an approved purchase order throughout the duration of the Contract, including any contract extensions.

For the duration of the Contract, if the Contractor or Manufacturer discontinues or improves upon any spare part or equipment, the Contractor shall submit an updated spare parts list to the Department, including the list price for each item.

**Technical Assistance:**

The Contractor shall provide manufacturer-authorized service center staff to provide technical assistance and telephone support as-needed during normal business hours. This office shall provide a phone number that can be contacted for this purpose.

In the event technical assistance is needed, the Contractor shall make available a vendor-certified technical resource within 48 hours from the Department placing a call. Technical assistance shall include the installation, assembly, testing, disassembly, un-installation, operation, maintenance, and replacement of Portable Camera Systems. Technical assistance must be provided during the entire duration of the Contract, including any extensions. Technical resources shall be knowledgeable in the following at a minimum:

1. Camera System
2. Camera Controllers
3. Electrical and Communications equipment and software
4. Camera Mast and Trailer installation and maintenance
5. Power Supply

**Measurement and Payment:**

Payment for Technical Assistance will be provided in equal monthly installments for the duration of the contract. Each month, the contractor will be paid 1/36<sup>th</sup> of the overall item bid price.

**Title: PORTABLE CAMERAS**

**IV. BID QUOTATION REPLY SECTION**

Please fill out the attached forms fully and completely and return with your bid in a sealed envelope clearly displaying the contract number, by the date and time bids will be opened.

**Bids shall be submitted to:**



State of Delaware  
**DEPARTMENT OF TRANSPORTATION**  
**Administration Building**  
**Contract Administration**  
**800 Bay Road, Dover, DE 19901**



**PUBLIC BID OPENINGS**

The public bid opening insures the citizens of Delaware that contracts are being bid fairly on a competitive basis and comply with Delaware procurement laws. The agency conducting the opening is required by law to publicly open the bids at the time and place specified and the contract shall be awarded within thirty (30) days thereafter. The main purpose of the bid opening is to reveal the name(s) of the bidders(s), not to serve as a forum for determining the apparent low bidders. The disclosure of additional information, including prices, shall be at the discretion of the contracting agency until such time that the responsiveness of each bid has been determined.

After receipt of a fully executed contract(s), the Delaware public and all bidders are invited to make an appointment with the contracting officer in order to review pricing and other non-confidential information.

**NOTE: ONLY THE BIDDER'S NAME MAY BE READ AT THE BID OPENING**





Informational Document- 3.

## State of Delaware

### Office of Supplier Diversity Certification Application

The most recent application can be downloaded from the following site:

<http://gss.omb.delaware.gov/osd/certify.shtml>

Submission of a completed Office of Supplier Diversity (OSD) application is optional and does not influence the outcome of any award decision.

The minimum criteria for certification require the entity must be at least 51% owned and actively managed by a person or persons who are eligible: minorities, women, veterans, and/or service disabled veterans. Any one or all of these categories may apply to a 51% owner.



**Complete application and mail, email or fax to:**

Office of Supplier Diversity (OSD)  
100 Enterprise Place, Suite 4  
Dover, DE 19904-8202  
Telephone: (302) 857-4554 Fax: (302) 677-7086  
Email: [osd@state.de.us](mailto:osd@state.de.us)  
Web site: <http://gss.omb.delaware.gov/osd/index.shtml>

**THE OSD ADDRESS IS FOR OSD APPLICATIONS ONLY.  
NO BID RESPONSE PACKAGES WILL BE ACCEPTED BY THE OSD.**

STATE OF DELAWARE  
Department of Transportation  
Contract No. DOT1804-PORTABLE\_CAMERAS  
Contract Title: PORTABLE CAMERAS

Informational Document- 4.

**NO BID REPLY FORM**

To assist us in obtaining good competition on our Request for Bids, we ask that each firm that has received an invitation, but does not wish to bid, state their reason(s) below and return in a clearly marked envelope displaying the contract number. This information will not preclude receipt of future invitations unless you request removal from the Bidder's List by so indicating below, or do not return this form or bona fide bid.

Unfortunately, we must offer a "No Bid" at this time because:

- \_\_\_\_\_ 1. We do not wish to participate in the bid process.
- \_\_\_\_\_ 2. We do not wish to bid under the terms and conditions of the Request for Bid document. Our objections are:  
\_\_\_\_\_  
\_\_\_\_\_
- \_\_\_\_\_ 3. We do not feel we can be competitive.
- \_\_\_\_\_ 4. We cannot submit a Bid because of the marketing or franchising policies of the manufacturing company.
- \_\_\_\_\_ 5. We do not wish to sell to the State. Our objections are: \_\_\_\_\_  
\_\_\_\_\_
- \_\_\_\_\_ 6. We do not sell the items/services on which Bids are requested.
- \_\_\_\_\_ 7. Other: \_\_\_\_\_

\_\_\_\_\_  
FIRM NAME

\_\_\_\_\_  
SIGNATURE

Informational Document- 5.

**PROPOSAL REPLY REQUIREMENTS**

The response should contain at a minimum the following information:

1. One (1) complete, signed and notarized copy of the non-collusion agreement (See Attachment A).  
**MUST HAVE ORIGINAL SIGNATURES AND NOTARY MARK**
2. One (1) complete and signed copy of the Subcontractor Information Form (See Attachment B) for each subcontractor – only provide if applicable
3. One (1) completed Business Reference form (See Attachment C) – please provide references other than State of Delaware contacts. Form must be included.
4. One (1) completed Confidential Information form (See Attachment D) – please check box if no information provided will be considered confidential or proprietary. Form must be included.
5. One (1) paper copy of the properly completed **Bid Forms**. (See Attachment E)

**6. NUMBER OF COPIES WITH MAILING OF PROPOSAL:**

To be considered, all proposals must be submitted in writing and respond to the items outlined in this ITB. The State reserves the right to reject any non-responsive or non-conforming proposals. Each proposal must be submitted with the above required forms and submittals. Paper copies must contain original signatures.

The items listed above provide the basis for evaluating each vendor's proposal. **Failure to provide all appropriate information may deem the submitting vendor as "non-responsive" and exclude the vendor from further consideration.** If an item listed above is not applicable to your company or proposal, please make note in your submission package.

**NON-COLLUSION STATEMENT**

This is to certify that the undersigned bidder has neither directly nor indirectly, entered into any agreement, participated in any collusion or otherwise taken any action in restraint of free competitive bidding in connection with this bid submitted this date to the Department of Transportation.

It is agreed by the undersigned bidder that the signed delivery of this bid represents the bidder's acceptance of the terms and conditions of this solicitation including all specifications and special provisions.

**NOTE:** Signature of the authorized representative **MUST** be of an individual who legally may enter his/her organization into a formal contract with the State of Delaware, Department of Transportation.

	Corporation
	Partnership
	Individual

COMPANY NAME \_\_\_\_\_ (Check one)

NAME OF AUTHORIZED REPRESENTATIVE \_\_\_\_\_

**SIGNATURE** \_\_\_\_\_ **TITLE** \_\_\_\_\_

COMPANY ADDRESS \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_ FAX NUMBER \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_

FEDERAL E.I. NUMBER \_\_\_\_\_ STATE OF DELAWARE LICENSE NUMBER \_\_\_\_\_

COMPANY CLASSIFICATIONS:	Certification type(s)	Circle all that apply
CERT. NO.: _____	Minority Business Enterprise (MBE)	Yes No
	Woman Business Enterprise (WBE)	Yes No
	Disadvantaged Business Enterprise (DBE)	Yes No
	Veteran Owned Business Enterprise (VOBE)	Yes No
	Service Disabled Veteran Owned Business Enterprise (SDVOBE)	Yes No

[The above table is for informational and statistical use only.]

**PURCHASE ORDERS SHOULD BE SENT TO:**  
 (COMPANY NAME) \_\_\_\_\_

ADDRESS \_\_\_\_\_

CONTACT \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_ FAX NUMBER \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_

**AFFIRMATION:** Within the past five years, has your firm, any affiliate, any predecessor company or entity, owner, Director, officer, partner or proprietor been the subject of a Federal, State, Local government suspension or debarment?  
 YES \_\_\_\_\_ NO \_\_\_\_\_ if yes, please explain \_\_\_\_\_

**THIS PAGE SHALL BE SIGNED, NOTARIZED AND RETURNED FOR YOUR BID TO BE CONSIDERED**

SWORN TO AND SUBSCRIBED BEFORE ME this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_

Notary Public \_\_\_\_\_ My commission expires \_\_\_\_\_

City of \_\_\_\_\_ County of \_\_\_\_\_ State of \_\_\_\_\_

**SUBCONTRACTOR INFORMATION FORM**

<b>PART I – STATEMENT BY PROPOSING VENDOR</b>		
1. CONTRACT NO.	2. Proposing Vendor Name:	3. Mailing Address
4. SUBCONTRACTOR		
a. NAME	4c. Company OSD Classification: Certification Number: _____	
b. Mailing Address:	4d. Women Business Enterprise <input type="checkbox"/> Yes <input type="checkbox"/> No 4e. Minority Business Enterprise <input type="checkbox"/> Yes <input type="checkbox"/> No 4f. Disadvantaged Business Enterprise <input type="checkbox"/> Yes <input type="checkbox"/> No 4g. Veteran Owned Business Enterprise <input type="checkbox"/> Yes <input type="checkbox"/> No 4h. Service Disabled Veteran Owned Business Enterprise <input type="checkbox"/> Yes <input type="checkbox"/> No	
5. DESCRIPTION OF WORK BY SUBCONTRACTOR		
6a. NAME OF PERSON SIGNING	7. BY ( <i>Signature</i> )	8. DATE SIGNED
6b. TITLE OF PERSON SIGNING		
<b>PART II – ACKNOWLEDGEMENT BY SUBCONTRACTOR</b>		
9a. NAME OF PERSON SIGNING	10. BY ( <i>Signature</i> )	11. DATE SIGNED
9b. TITLE OF PERSON SIGNING		

**BUSINESS REFERENCES**

List a minimum of three business references, including the following information:

- Business Name and Mailing address
- Contact Name and phone number
- Number of years doing business with
- Type of work performed

Please do not list any State Employee as a business reference. If you have held a State contract within the last 5 years, please list the contract.

1.	<b>Contact Name &amp; Title:</b>	
	<b>Business Name:</b>	
	<b>Address:</b>	
	<b>Email:</b>	
	<b>Phone # / Fax #:</b>	
	<b>Current Vendor (YES or NO):</b>	
	<b>Years Associated &amp; Type of Work Performed:</b>	

2.	<b>Contact Name &amp; Title:</b>	
	<b>Business Name:</b>	
	<b>Address:</b>	
	<b>Email:</b>	
	<b>Phone # / Fax #:</b>	
	<b>Current Vendor (YES or NO):</b>	
	<b>Years Associated &amp; Type of Work Performed:</b>	

3.	<b>Contact Name &amp; Title:</b>	
	<b>Business Name:</b>	
	<b>Address:</b>	
	<b>Email:</b>	
	<b>Phone # / Fax #:</b>	
	<b>Current Vendor (YES or NO):</b>	
	<b>Years Associated &amp; Type of Work Performed:</b>	

**STATE OF DELAWARE PERSONNEL MAY NOT BE USED AS REFERENCES.**



STATE OF DELAWARE  
 Department of Transportation  
 Contract No. DOT1804-PORTABLE\_CAMERAS  
 Contract Title: PORTABLE CAMERAS

**Attachment: E**

BIDDER: \_\_\_\_\_

**BID FORM**

\*\* ALL COLUMNS MUST BE COMPLETED AS INDICATED \*\*  
**ALL FIGURES MUST BE TYPEWRITTEN OR LEGIBLY HANDWRITTEN IN INK**

ITEM NO.	QUANTITY	UOM	ITEM DESCRIPTION	UNIT PRICE	TOTAL
01	1	EA	Supply & Deliver Portable Camera System – TYPE I	\$ _____	\$ _____
02	1	EA	Supply & Deliver Portable Camera System – TYPE II	\$ _____	\$ _____
03	1	EA	Supply & Deliver Portable Camera System – Vehicle Mounted	\$ _____	\$ _____
04	1	EA	Supply & Deliver Portable Camera System – Pole Mounted	\$ _____	\$ _____
05	1	EA	Supply Technical Assistance for thirty Six (36) months	\$ _____	\$ _____
<b>TOTAL BID:</b>					\$ _____