



STATE OF DELAWARE
EXECUTIVE DEPARTMENT
OFFICE OF MANAGEMENT AND BUDGET

7/18/2017

TO: ALL OFFERORS

FROM: BRUCE KRUG
STATE CONTRACT PROCUREMENT SUPERVISOR

SUBJECT: ADDENDUM TO REQUEST FOR PROPOSAL NO.: GSS17788-BODY_CAM

ADDENDUM # 1

Questions and Answers

(See following pages)



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| Question # | RFP Section | Question | Answer |
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| 1 | Not spec'd | Is it required that I have a Delaware Business License | Per RFP section IV.D.7.d. Prior to receiving an award, the successful vendor shall either furnish the State of Delaware with proof of State of Delaware Business Licensure or initiate the process of application where required. |
| 2 | Not spec'd | What is the estimated cost for this effort? | Unknown at this time As per Appendix B, Section 1.c. Any contract awarded resultant of this solicitation will be Indefinite Quantity, Indefinite Need – meaning that utilization of the contract will be dependent on availability of specifically budgeted funds. |
| 3 | Not spec'd | What funding source has been allocated for this effort? | At this time no funds had been allocated for State Agencies. Details on which municipalities and fire departments may have a specific funding allocation is not currently available. |
| 4 | Not spec'd | How many cameras does each agency anticipate procuring: 1) Department of Safety and Homeland Security 2) Delaware State Police 3) Department of Natural Resources and | Unknown at this time. As per Appendix B, Section 1.c. Any contract awarded resultant of this solicitation will be Indefinite Quantity, Indefinite Need – meaning that utilization of the contract will be dependent on availability of specifically |

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| | | Environmental Control | budgeted funds. |
| 5 | Not spec'd | Which vendors provide the digital media management and storage solutions currently in use? | This is the first time these products / services have been competed by a State Agency. Some municipalities have implemented the use of body cameras - specifics are not available at this time. |
| 6 | Not spec'd | What is the mandated period for the state records to be kept? | Specific to this solicitation the retention period will be dependent on the nature of the content of a specific file and relationship to any legal action. |
| 7 | Not spec'd | Does the State have a policy in place for use of Body Worn Cameras? | A model policy is currently in draft. |
| 8 | Not spec'd | What is the length of time cameras will be in use during a shift? | Per Appendix B, Section 3.a.viii , cameras must have a standby capability of 12 hours or greater |
| 9 | Not spec'd | Does the DSHS still utilize COBAN in-car cameras? If so, how many are used, and how is the video stored? | COBAN in-car camera use is isolated to certain business units. An exact number of units is not currently available. Video is stored on-premises. |
| 10 | Not spec'd | Will DSP or DNREC use in-car cameras? If so who provides? | Future usage as well as provider will vary by business unit. |
| 11 | Not spec'd | Is either DSP or DNREC looking at procuring new/replacement in-car cameras? | Procurement of in-car cameras independent of a body-worn solution is not contemplated in this solicitation. |

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| 12 | Not spec'd | Does either DSP or DNREC desire the option to have the in-car cameras and body cameras integrate with each other? | While not a requirement of this solicitation, the State is interested in learning of the degree to which such integration is supported within the market space. |
| 13 | Not spec'd | We would like to know if this is related or a continuation of an RFI that was issued last 2015 (GSS15761BODYCAM)? | RFI GSS15761BODYCAM was issued as mechanism for gathering information on this particular market space in advance of issuing an RFP. |
| 14 | Not spec'd | Do we need to open an office in the U.S.? | State of Delaware data cannot be stored outside of the U.S. |
| 15 | Not spec'd | Do we need to declare patrimony and employ local inhabitants? | An organization responding to this solicitation must be structured so as to be able to comply with all requirements in the solicitation. |
| 16 | Not spec'd | If my company wishes to bid on only part of the bid, do you require the other parts included to certify this as a complete bid package? We are not, at this time, planning to bid on the storage | Per Appendix B, Section 1.b. Offerors are invited to bid on: <ul style="list-style-type: none"> • Both body cameras and data storage / management • Body cameras only • Data storage and management only |
| 17 | Not spec'd | In reviewing what is the number of Body worn Cameras are you indicating? Additionally What are the specifications? | As per Appendix B, Section 1.c. Any contract awarded resultant of this solicitation will be Indefinite Quantity, Indefinite Need – meaning that utilization of the contract will be dependent on availability of specifically budgeted funds. |

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| | | | Please review all requirements of the RFP. Specific body camera requirements are identified in Appendix B. |
| 18 | Section Number: Appendix B, 3. Hardware and Software Paragraph Number: b. Body Camera - Core Features Required Page Number: page 2 Text of passage being questioned: iii. | RE: Safety disengagement features of all body connectors – What does safety disengagement features refer to? | Safety disengagement features refer to features such as breakaway of cords extraneous to the base camera unit so that such components will not pose a safety hazard to the wearer of the body camera. |
| 19 | Section Number: Appendix B, 6. Training Paragraph Number: a. Body Cameras. iii Page Number: 7 | RE: On line training tutorials structured so that an end user can easily select tutorials for various functionality without having to devote extensive time to a single all-inclusive tutorial Does the State have a secure Learning Management System (LMS) or do you want to access online training from a vendor hosted LMS? | While the State does have a Learning Management System, access to the LMS does not extend to all municipalities, fire departments, etc. Specific to the question asked, the awarded vendor would need to host online LMS training. Note that there is no requirement for on-line training to reside within an LMS. |
| 20 | Section Number: Appendix B, 6. Training Paragraph Number: a. Body Cameras. iv Page Number: 7 | RE: In- person training 1. Train the trainer 2. Classroom training led by awarded vendor for large rollouts How many students will attend | Unknown at this time. As per Appendix B, Section 1.c. Any contract awarded resultant of this solicitation will be Indefinite Quantity, Indefinite Need – meaning that utilization of the contract will |

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| | | the Body Worn Camera User Train-the-Trainer? | be dependent on availability of specifically budgeted funds. |
| 21 | Section Number: Appendix B, 6. Training Paragraph Number: a. Body Cameras. v Page Number: 7 | RE: Offeror is to identify, based on previous experience with public sector contracts, the number of training hours typically needed on the part of the end user to be confident in the operation of the body camera. 1. To include related processes such as data review. How many System Administrators will attend Vault training? | Unknown at this time. As per Appendix B, Section 1.c. Any contract awarded resultant of this solicitation will be Indefinite Quantity, Indefinite Need – meaning that utilization of the contract will be dependent on availability of specifically budgeted funds. |
| 22 | Main RFP page 22 section L – identifies : Warranty The Vendor will provide a warranty that the deliverables provided pursuant to the contract will function as designed for a period of no less than one (1) year from the date of system acceptance. Appendix B page 6, section 5a identifies: WARRANTY / TECHNOLOGY | Will the State please clarify the minimum warranty requirement? | A minimum warranty of two (2) years from date of acceptance is required on all components. |

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| | REFRESH A minimum of a 2-year warranty is required on all components | | |
| 23 | Appendix B, page 1, Section 1a | RE: At present the State prefers the data retention to be cloud based. Does this mean that the State would be willing to entertain other solutions, but has a preference for cloud based storage? | The State will entertain cost-effective and sustainable solutions that are sizable and not excessively customized. |
| 24 | Appendix B, page 6, Section 5c | RE: Body Cameras will be replaced every two years at no additional cost to the ordering Agency or Municipality to ensure first responders have the most current technology. Does the State expect the cost of replacement cameras to be factored in to the per unit prices of the initial camera purchase? | No. |
| 25 | Appendix B, page 3, Section 3.e. Data Storage and Management – Core Requirements | The Scope of Work states that a Cloud based solution is preferred. Will there be any consideration given to a Hybrid cloud solution inclusive of On Premise and Cloud based backup/long-term (archive) storage? | The State will entertain cost-effective and sustainable solutions that are sizable and not excessively customized. |

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| 26 | Appendix B, page 3, Section 3.e. Data Storage and Management – Core Requirements | Are there any defined Data Retention policies for Cloud/On Premise data? | Specific to this solicitation the retention period will be dependent on the nature of the content of a specific file and relationship to any legal action. |
| 27 | Appendix B, page 3, Section 3.e. Data Storage and Management – Core Requirements | Will the 15 municipalities share the same Storage/Management solution being proposed? | <p>Per RFP section II.A.a. The intent of this solicitation is to establish a contract(s) for body cameras and associated data storage and management with an objective of establishing a state-wide common standard for data management.</p> <p>However there is currently no mandate that entities having already established a body camera solution transition to the common standard</p> |
| 28 | Appendix B, page 3, Section 3.e. Data Storage and Management – Core Requirements | What is the initial Cloud Storage requirement needed to support all locations? | <p>Unknown at this time.</p> <p>As per Appendix B, Section 1.c. Any contract awarded resultant of this solicitation will be Indefinite Quantity, Indefinite Need – meaning that utilization of the contract will be dependent on availability of specifically budgeted funds.</p> |
| 29 | Appendix B, page 3, Section 3.e. Data Storage and Management – Core Requirements | Will Storage Management be centralized or distributed? | The State envisions central data storage with agency-specific interface. |

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| 30 | Appendix B, page 3, Section 3.e. Data Storage and Management – Core Requirements | What Types of files are in a the 15 locations? | This information is not currently available. As explained in the answer to question # 27 there is currently no mandate that entities having already established a body camera solution transition to the common standard |
| 31 | Appendix B, page 3, Section 3.e. Data Storage and Management – Core Requirements | Do you have Files such as SMB, NFS, HDFS, FTP? If so how much data? | This is the first time these products / services have been competed by a State Agency. Some municipalities have implemented the use of body cameras - specifics are not available at this time. |
| 32 | Appendix B, page 3, Section 3.e. Data Storage and Management – Core Requirements | Are there any block files that need to be storage and managed. If so how much data? | This is the first time these products / services have been competed by a State Agency. Some municipalities have implemented the use of body cameras - specifics are not available at this time. |
| 33 | Appendix B, page 3, Section 3.e. Data Storage and Management – Core Requirements | What will be the final number of locations? | Unknown at this time As per Appendix B, Section 1.c. Any contract awarded resultant of this solicitation will be Indefinite Quantity, Indefinite Need – meaning that utilization of the contract will be dependent on availability of specifically budgeted funds. |
| 34 | Appendix B Section h Paragraph i. Page number 4 | RE: The State’s primary interest is in a COTS solution requiring 15% or less customization to meet the requirements of this solicitation. | The State is not interested in an excessively customized solution. |

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| | | Can the State please explain its primary interest in a COTS solution? | |
| 35 | Appendix A Question 12 Page 44 | RE: One (1) completed Appendix D – Pricing - electronic copies must in ACTIVE Excel format and must be a file separate from the rest of the submission documents. Does the State want 2 hard copies and 8 electronic copies of the excel pricing sheet? | A hardcopy of <i>Appendix D – Pricing</i> must be included, in a separate sealed envelope, with each of the two (2) required paper copies of the proposal. An electronic copy of <i>Appendix D – Pricing</i> must be included as a separate file on each of the eight (8) required electronic copies of the proposal. |
| 36 | Attachment 11 Performance Bond Page 42 | RE: BOND HAS BEEN WAIVED for Body Cameras BOND IS NOT WAIVED for Data Storage / Management Can the State please clarify in Attachment 11 “BOND IS NOT WAIVED for Data Storage / Management” and if vendors need to submit a bid bond and in what amount? | Submission of a performance bond is a requisite of contract award for Data Storage / Management. The performance bond is <u>not</u> a requisite for submitting a proposal. The bond amount is 100% of the final negotiated price. |
| 37 | Not spec'd | Will a field trial be included as part of the evaluation in which all elements of the proposal are validated? | At this stage of the procurement a field trial is not contemplated. |
| 38 | Not spec'd | Does the agency require unlimited body worn camera storage? | The State seeks a solution that is scalable for expansion and for actual usage. |

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| 39 | Not spec'd | If the agency opts for cloud storage, is it a requirement that the data is redundant across multiple geographic locations within the country? | Yes |
| 40 | Not spec'd | Should the docks upload data on their own without the requirement of interfacing with a computer? | The State is interested in learning of the degree to which such capability is supported within the market space. |
| 41 | Not spec'd | Is there a minimum deployment experience required from a proposer with regards to number of cameras and time in the field? | Please refer to Appendix B, Section 10. |
| 42 | Not spec'd | Does the agency require docks to be tested, certified and in compliance with TUV Rheinland standards? | The State requires all components to be warrantied, of reliable manufacture, and compliant with all U.S. safety standards. |

All other terms and conditions remain the same.