

Livingston County Board & Information Technology Committee  
Livingston County Courthouse  
112 West Madison Street  
Pontiac, IL 61764

REQUEST FOR PROPOSALS

Livingston County is accepting proposals for Jail Camera System Replacement. The proposals are due on or before 2:00 p.m. on September 30<sup>th</sup>, 2021.

***Special Instructions:***

Three copies of each proposal should be directed to the Livingston County Board Office. To return your proposal, please follow these instructions:

Clearly label your sealed envelope containing your proposal in the lower left-hand corner as follows:

Jail Camera System Replacement  
2:00 p.m. on September 30, 2021

Mail To: Livingston County Board Office  
112 West Madison Street  
Pontiac, IL 61764

If you have questions regarding the above procedure or contents of proposal, please contact:

Jon Sear  
Livingston County IT  
Suite 101  
112 West Madison Street  
Pontiac, IL 61764  
(815)842-9355

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# **Jail Camera System Replacement**

## **I. INTRODUCTION**

The Livingston County Board and Information & Technology Committee are requesting proposals from IT service providers who have demonstrated the experience and expertise necessary to capably supply, install, configure, test, and service all equipment necessary to complete a Jail Camera System Replacement, as requested in this RFP.

## **II. PROPOSAL DUE DATE**

Three copies of each proposal should be submitted to the Livingston County Board Office by 2:00 p.m. on September 30, 2021. All proposals are to be addressed to:

Livingston County Board Office  
112 West Madison Street  
Pontiac, IL 61764

The following notation must be noted in the lower left-hand corner of the envelope:

Jail Camera System Replacement  
2:00 p.m. on September 30, 2021

Proposals will be opened immediately following in the Committee Room of the Livingston County Historic Courthouse. You may be (but are not required to be) present during that meeting to answer any questions that the Committee may have.

## **III. CHANGES IN REQUEST FOR PROPOSAL (RFP)**

Livingston County reserves the right to amend, modify or cancel this RFP at any time. If it becomes necessary to revise any part of the RFP, or otherwise provide additional information, an addendum will be issued by the county and furnished to all firms that have received copies of the original RFP. Please acknowledge the receipt of any addenda in the appropriate section, as directed in the addendum.

## **IV. CONTRACT NEGOTIATIONS**

Livingston County reserves the right to negotiate a contract after the successful firm is selected. Selection will be based only on the proposal submitted and subsequent interviews, if any; therefore, the proposals must be complete. Submission of a proposal shall constitute a valid offer, which may be accepted by the county for a period of ninety (90) days following the proposal opening.

V. QUESTIONS CONCERNING THIS RFP SHOULD BE DIRECTED TO:

Any questions regarding the above procedure or the contents of this RFP must be made in writing and directed to:

Jon Sear, IT Manager  
Livingston County IT Office  
Suite 101  
112 West Madison Street  
Pontiac, IL 61764  
(815)842-9355  
[livcoit@livingstoncountyil.gov](mailto:livcoit@livingstoncountyil.gov)

All questions must be submitted by no later than 4:30 p.m. on Wednesday, September 29, 2021.

VI. PROPRIETARY INFORMATION

Any restrictions on the use of data contained within a proposal and all confidential information must be clearly stated at the top and bottom of each page of the proposal. Proprietary information submitted in a proposal, or in response to the RFP, will be handled in accordance with applicable Illinois statutes.

To the extent permitted by law, it is the intention of Livingston County to withhold the contents of the proposals from public view until such time as competitive or bargaining reasons no longer require non-disclosure, in the opinion of Livingston County. At that time, all proposals will be available for review in accordance with the Illinois Freedom of Information Act.

VII. INCURRING COSTS

Livingston County is not liable for any costs incurred in replying to this RFP.

VIII. CERTIFICATE OF LIABILITY INSURANCE

Vendor shall provide certificate of Liability Insurance (\$1,000,000 minimum coverage).

IX. ACCEPTANCE / REJECTION

Livingston County reserves the right to accept or reject any or all proposals in part, or in total, as deemed to be in the best interest of Livingston County and to waive all minor irregularities in the proposal process. Any submission that is deemed non-responsive, or does not meet the requirements is subject to rejection. Changes proposed by the responder to the terms and conditions contained herein or any deviation from the requirements outlined in this request must be clearly marked and identified in the bid proposal response. This RFP is not intended to solicit responses on a time and materials basis. Vendors may subcontract any portion of this project but must notify the county of who they are.

Firms whose proposals are not accepted will be notified as soon as the awarded contract has been approved.

X. TAXES

Livingston County is exempt from all federal, state and local taxes.

## XI. PROPOSAL FORMAT

Each vendor shall be required to include the following items in their three copies of the proposal. Exclusion of any of these items could be grounds for proposal rejection by Livingston County.

Each proposal will consist of information that will be helpful in assisting the Livingston County Board and Information & Technology Committee in analyzing your proposal and will include:

- A. A description of the level of services and equipment that you intend to provide which demonstrates a clear understanding of the work to be performed.
- B. A description of (your agency) or (you), including organizational qualifications and references, addressing why (your agency is) or (you are) suited to provide these services to Livingston County.
- C. Multiple Proposals. Vendors who wish to submit multiple proposals are invited to do so. If more than one proposal is submitted, all must be complete and comply with all instructions in this RFP. Each proposal should be clearly marked Proposal No. 1, Proposal No. 2, etc., on the cover page.
- D. A description of your estimated timeline, including how long you anticipate the project taking, as well as when you would be available to begin.
- E. Overall cost of the project as well as a detailed summary of equipment and labor charges.
- F. If applicable, add any other information that is pertinent to your RFP.

## XII. EVALUATION OF PROPOSALS

Proposals will be reviewed to ensure that they meet minimum requirements for proposal format, vendor stability, references provided, etc. A review of the qualifying proposals will identify potential vendors that most closely meet the needs of Livingston County. Functional capabilities, operating efficiency, and overall cost will be among the criteria considered in evaluating proposals.

### *BASIS OF AWARD*

The award resulting from this request for proposal will be made to the vendor that submits the response that best serves the needs of Livingston County. Proposals will be evaluated on the following criteria:

- Ability to meet the requirements as stated in the RFP
- Proven ability of the vendor to provide similar services within established guidelines.
- Satisfactory response from client references
- Ability to complete the Scope of Work within a reasonable amount of time
- Cost of services.

### XIII. BACKGROUND

The Livingston County Board and Information & Technology Committee are requesting proposals from IT service providers who have demonstrated the experience and expertise necessary to capably supply, install, configure, test, and service all equipment necessary to complete a Jail Camera System Replacement, as requested in this RFP.

### XIV. SCOPE

The scope of this RFP includes equipment and installation thereof. All equipment must meet industry standards.

#### *REQUIREMENTS*

##### *Equipment (with pricing provided)*

- 77 Milestone Systems XPPPLUSDL XProtect Pro+ Device License
- 77 Milestone Systems YXPPPLUSDL XProtect Pro+ 1YR Care Plus
- Milestone controller provided by Owner
- Managed Switches
- Server/nvr – min 90 days storage for all cameras, raid 6 storage-24x7 recording
- Int Fixed cameras – 59=5MP IP Dome INT IR VF 2.8-12mm ceiling mount
- Int PTZ/360 cameras- 8=axis M5525-E wall/pole mount and ceiling mount
- Ext Fixed Cameras – 4=5MP IP Dome IR VF 3.2-10mm Outdoor with brackets
- Ext ptz/360/180 Cameras – 6= axis P5655-E 01682-001 1080 ptz camera or 360/180 with mounts
- Creative technologies jail door system integration for video feed to door controls
- Either replace all coax with cat5/6 or convert coax via converters.
- Option to add 18 more cameras in new locations in the jail.

It is our understanding that the above list includes all equipment necessary to complete this project. However, any proposed changes or deviations should be clearly identified with explanation within the bid proposal response.

##### *Labor*

- Installation
- System Checkout
- End User Maintenance/training

The selected vendor will be required to assume full responsibility for all products services and warranties (minimum one year) offered within its proposal.