

SPECIFICATION PACKET



**Sheriff's Office Security System
201 North Main Street, Nicholasville, KY**

2024

NOTICE OF BID

The Jessamine County Fiscal Court will receive sealed bids for Sheriff's Office Security System at 201 North Main Street, Nicholasville, KY. Bid specifications can be picked up from the Office of Jessamine County Judge/Executive David K. West, 101 North Main Street, Nicholasville, KY 40356 or at www.jessamineco.com. Sealed bids will be received until Monday, June 17, 2024 at 11:00 am. at the office of Jessamine County Judge/Executive, David K. West, 101 North Main Street, Nicholasville, KY 40356. Jessamine County Fiscal Court reserves the right to reject any or all bids.

Jessamine County Fiscal Court

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Information

Jessamine County Sheriff's Office is seeking sealed bids for a new installation of Axis Security Cameras Station Pro, Axis Cameras, Axis Access Control, and Axis Network Devices.

Sealed bid should be submitted in the form of two-sealed copies with title "**Security Systems Proposal**" – (1) marked "Original", (1) marked "Copy". All submissions must be received at the address below by the date and time listed. Attendance at bid opening is not required.

All documents will be considered the property of Jessamine County Sheriff's Office. The request for proposal does not commit the county to any specific course of action.

Agency: Jessamine County Sheriff's 101 South 2nd Street, Nicholasville, KY 40356

Agency Contact: Anthony Purcell, Chief of Operations at Jessamine County Sheriff (859) 885-4139

Submit Sealed Proposal: June 17, 2024 – 11:00 AM

Jessamine County Courthouse, 101 North Main Street, Nicholasville, KY 40356

A formal opening will take place at this time. Attendance is NOT required.

Overview

Jessamine County Sheriff's Office ("JCSO") requests sealed bids from interested vendors ("Provider", "Contractor", "Vendor") for the purpose of acting as an authorized/certified reseller/vendor for Axis hardware and maintenance.

Vendors may submit a proposal for the following components of this request:

(6) M3085-V

(2) M3216-LVE

(7) M4215-LV

(7) M4218-LV

(1) P1465-LE 29mm

(6) P3265-LVE 9mm

(4) D4100-E

(1) D1110

(4) A4120-E

(3) T6101 Mk II

(1) TA4702

(1) TA4711

(2) A1210

(1) A1610

(1) A1214

(2) Axis Door Controller Extension Modules for integration with wireless locks

(1) Server to record 30 days of video at the desired recording scenario. The server must be rated for the number of devices on this bid with at least 20% growth. All licensing must be included and is to be a one time license fee on an Axis branded server.

Facility Video Surveillance system:

This selected vendor shall install 20 indoor cameras and 6 outdoor cameras with all cable runs and terminations. Install all servers and switches and complete all configuring and commissioning of the system. The system shall be capable of 30 days of video retention.

Interview Room recording solution:

This selected vendor must also be a Milestone certified platinum partner capable of uninstalling the existing interview room system and reinstalling the system at the new two room location. Integrating the existing microphones to the two new cameras specified, providing all network connections, cabling, and commissioning to ensure evidentiary recording of the system is tested and functioning.

Access control system:

The selected vendor shall install 6 access-controlled doors including keypad readers, door hardware, door controllers and software integrated into the access camera station video management software. The access control system will come with 50 fobs and 100 key cards.

Panic Alert system:

The selected vendor will provide and install 4 network strobe siren IOT devices connected to 4 panic switches that will be located at the sheriff's business counter desks. There will also be two panic buttons in each of the interview rooms that will connect to the system to provide an alert in the event of an emergency.

Proposal Due Date and Time

In order to be considered, two (2) sealed copies of the proposal, one marked as original, one marked as copy, must be received at the Jessamine County Courthouse, 101 North Main Street, Nicholasville, KY 40356 by the following date and time:

June 17, 2024 – 11:00 AM

Vendor Requirements

Vendor bids shall conform to the requirements listed in this RFP.

1. The selected vendor shall have the responsibility to ensure that the products that are delivered to the JCSO match the bid and the specifications listed on the Purchase Order.
2. The vendor shall have responsibility for any damage incurred during transit.
3. The selected vendor shall not increase the pricing listed in this RFP. If vendor sources reduce pricing, it is expected that this price reduction be passed on to the customer.
4. The vendor must provide assurance that items ordered will be received within three weeks of purchase order release.
5. The vendor must be a Gold Level Axis Partner and a Platinum Level Milestone partner to perform this project.

Vendors may withdraw their bids at any time prior to the closing for receipt of the bids. If withdrawing, notify Anthony Purcell, in writing (or email), as soon as possible. New bids received after the closing date shall not be considered.

Delivery

1. All materials and equipment quoted shall be delivered as agreed upon and directed by the Jessamine County Sheriff's Office.
2. All services provided shall be conducted as agreed upon and directed by the Jessamine County Sheriff's Office. No service shall be conducted prior to authorization.
3. The selected provider shall have the responsibility to ensure that the products that are delivered to the JSCO match the bid and the specifications listed on the Purchase Order.
4. During the time between delivery and acceptance, Jessamine County Sheriff's Office cannot be held liable for any damages to or theft of any components. It will, therefore, be the responsibility of the provider to obtain insurance against loss, theft, and damage.
5. The provider shall deliver the products directly to the building(s) specified. JCSO shall notify the chosen provider as to the location.
6. Jessamine County Sheriff's Office does not allow smoking or the use of any tobacco products within its facilities or any Jessamine County Sheriff's Office grounds. This applies to contractors and sub-contractors and their employees as well as Jessamine County Sheriff's Office personnel.

JCSO Responsibilities Regarding Service Requirements

Provider must identify the exact tasks and/or equipment requirements that Jessamine County Sheriff's Office must satisfy and/or be responsible for in regard to service and delivery of equipment.

Subcontractors

Subcontracting of any services requested under this RFP is prohibited unless those services requested exceed the scope of this proposal and are required to effect timely completion of requested service and are agreed to by the JCSO in advance of service initiation and start of work.

Proposal Requirements

1. Proposals will be date and time stamped upon receipt by the Jessamine County Judge/Executive's Office.
2. The JCSO will select the lowest or best bid. The JCSO reserves the right to design the evaluation criteria to be used in selecting the best bid, including, but not limited to: price, value, quality of product, history of performance, recommendations and other qualities important to the JCSO.
3. The JCSO reserves the right to waive minor technical defects in a bid, reject any and all bids, reject any part of a bid, advertise for new bids, or make the purchase on the open market if the product or service can be obtained at a better price.
4. The JCSO reserves the right to provide the final contract for mutual consideration and agreement.
5. If the scope of the purchase changes substantially, the JCSO will rebid the product or service unless otherwise provided in this procedure.
6. The JCSO reserves the right to separate, accept, or eliminate any item(s) listed under the Request for Proposal that it deems necessary to accommodate budgetary and/or operational requirements.
7. The JCSO also reserves the right to not select any vendor or purchase any goods and services resulting from this Request for Bid.
8. If the JCSO elects to reduce or increase the number of items from your original bid, please state your pricing conditions. Also, it is expected that prices quoted in the response to this RFP not increase if additional products are purchased through December 31, 2024.
9. Any bid may be withdrawn prior to the scheduled time for the opening of bids. Any bid received after the time and date specified shall not be considered.
10. Contractor proposals shall conform to the requirements listed in this RFP, any amendments thereto, agreed upon documented exceptions and schedules, and the final contract.
11. If the contractor takes exception to any of the requirements, describe the exception and give the details of any alternative offered. The JCSO shall judge the acceptability of any such alternatives.
12. Should any differences arise as to the meaning or intent of specifications in this document and amendments thereto, the JCSO decision shall be final and conclusive.
13. Federal and State laws, Local ordinances and Board policies apply to contracted services. No portion of any master service agreement or contract may defy these laws, ordinances, and policies. Any such portion of a master service agreement or contract that does defy these laws, ordinances, and polices will be considered null and void.

Payment and Retainage

- The JCSO is exempt from sales tax and use taxes. Taxes shall not be listed in a bid/proposal/quote or on invoices. A copy of the letter exempting the JCSO from paying these taxes is available from the JCSO upon request by the contractor/provider.
- A payment schedule shall be decided on with the chosen contractor/provider. Said schedule shall be part of the contract between the contractor/provider and JCSO.
- There shall be no hidden costs associated with this proposal. If the contractor/provider foresees any additional or unexpected costs or charges to be made, these charges need to be explained in the proposal.
- There shall be no hidden costs associated with JCSO orders. If you foresee any additional or unexpected costs or charges to be made, these need to be explained in your bid.
- Contractor shall conform to the requirements listed in this request.
- The selected contractor(s) shall assign a project manager/point of contact to this project. This person shall become the central contact person for the contractor once the project begins.
- The selected contractor shall have the responsibility to ensure that the products that are delivered and installed to JCSO match the request and the specifications listed.
- The selected contractor shall not increase pricing for six months after submitting their bid. If the contractor source reduces pricing, it is expected that this price reduction be passed on to the JCSO.
- Contractor must provide three (3) total references.

Selection Process and Minimum Requirements

Each company must meet the following minimum qualifications (company may not use sub-contractors to fulfill any obligations within its contract).

Required Proposal Format and Content

Two bound copies should be submitted on 8 1/2" by 11" paper, single sided, with consecutive page numbers. Please mark one copy as "original" and one as "copy".

The proposal should contain the following sections in the order presented below. Proposals that do not include these sections may be considered non-responsive and as such may not be considered.

Section 1: Proposal Cover Sheet

Fill out a Bid Cover Sheet. Place said cover sheet as the first page of the proposal that has been prepared for consideration.

Section 2: Bid Acknowledgement and Exceptions

The Contractor shall acknowledge compliance with the requirements listed in this RFP and any amendments thereto. If the contractor takes exception to any of the requirements, describe the exception and give the details of any alternative offered. The JCSO shall judge the acceptability of any such alternative.

Section 3: Letter of Interest

The proposal should be introduced with a letter of interest that includes a synopsis of the company's services and highlights the capacity to perform the work. The letter should be signed by the individual with the contract signature authority for the company.

Section 4: Profile and Experience

Outline company history, scope of services offered, size of the vendor, and location. Give additional details that the company feels may elaborate on profile and experience.

Section 5: Staff

Company must have the following certifications to submit a proposal:

- 1 person who has the Milestone Certified Integration Engineer (MCIE) Certification
- 2 persons who have the Milestone Certified Integration Technician (MCIT) Certification
- 1 person who has the Milestone Certified Design Engineer (MCDE) Certification
- 2 persons who have the Axis Certified Professional Certification
- 1 person who has Axis Camera Station Specialist Certification

Section 6: Project Budget

1. Complete in its entirety, the price tables provided in this RFP (Specifications: Pricing Tables). Explain any blank areas. Submit the company's total project budget to fulfill the requirements of this bid. The proposed budget response shall be listed in the same format and order as provided below.
2. Vendors should complete the attached pricing sheet and include information on how prices will be calculated for items not on the sheet in the **COMMENT** section below. The items selected for the pricing sheet generally reflect the items that Jessamine County Sheriff's Office spends the most dollars on. The quantities are annual estimates and are based on historical data.
3. The unit price should reflect the price the JCISO should expect to pay if a single unit is purchased. If a discount or price savings is offered for larger quantities in an order, describe the discount/savings and conditions in the **COMMENT** section below.
4. Bids must identify all costs as presented in the pricing table. Please provide pricing for software and hardware warranties reflected as an annual renewable cost (1-year cost for support/warranty).
5. Bids must note any renewable software costs (licensing), outside of support/warranty cost.
6. Vendors will need to be able to advance replace any non-working or defective equipment for the entire duration of the first year. The advance replacement feature can be extended for up to a 5 year period with the addition of a 5 year service agreement.
7. Please state the expected delivery/installation time in the **COMMENT** section below.

COMMENTS:

Section 7: Purchase of Hardware

1. Submit all hardware and software prices in the predetermined table below.
2. Submit miscellaneous prices associated with time and material to a separate sheet.
3. Vendors are invited to submit an all-in-one proposal attached as a separate document to this proposal.

QTY	Model	Cost	Extended Cost
7	AXIS M4218-LV		
7	AXIS M4215-LV		
1	AXIS A1610		
2	AXIS A4120-E		
1	AXIS TA4702 Key Fob, 50pcs		
6	AXIS P3265-LVE 9 mm		
2	AXIS A1210		
2	AXIS Door Controller Extension		
2	AXIS T6101 Mk II Audio and I/O Interface		
2	AXIS M3216-LVE		
5	AXIS T94K01D Pendant Kit		
5	AXIS T91E61 Wall Mount		
1	AXIS D1110 Video Decoder 4K		
6	AXIS M3085-V		
1	AXIS P1465-LE 29 mm		
4	AXIS D4100-E Network Strobe Siren		
1	AXIS TA4711 Access Card, 100pcs		
1	AXIS S1232 Rack 32 TB		
8	AXIS Camera Station Pro Core Device NVR License		
1	A1214		
2	A4120-E		

Additional Requirements

Axis Camera Station Pro:

Must ensure operations with Axis IP products including network cameras, body worn cameras, door controllers, intercoms, speakers, analytics, as well as third-party cameras, this feature-rich, server-based VMS combines video and access control for efficient and active security. Be able to control your system on your private network with optional cloud connectivity. Easy to manage video and access control. An interface that includes but is not limited to live view, data insight dashboard, replay, smart search, export, video redaction for protection of third-party privacy, and a powerful action rule engine. Secure standards and built-in cybersecurity features enable secure behavior.

Recording Solution:

Included AXIS Camera Station licenses and multiple RAID configurations for flexible storage and multiple redundancy configuration and, a Trusted Platform Module (FIPS 140-2 level 2 certified) that ensures secure storage of all cryptographic keys and certificates. Must offer services such as Keep Your Hard Drive, Next Business Day Onsite Support, and a 5-year warranty.

Camera Solution specifications:

Mini-domes, standard domes, and bullets. No less than 2MP. Lightfinder technology, Forensic WDR, and Optimized IR. Advanced Object Analytics being ran on the edge, not on the server.

Reciprocal Preference for Kentucky Resident Bidders

KRS 45A.490 Definitions for KRS 45A.490 to 45A.494.

As used in KRS 45A.490 to 45A.494:

- (1) "Contract" means any agreement of a public agency, including grants and orders, for the purchase or disposal of supplies, services, construction, or any other item; and
- (2) "Public agency" has the same meaning as in KRS 61.805.

KRS 45A.492 Legislative declarations.

The General Assembly declares:

- (1) A public purpose of the Commonwealth is served by providing preference to Kentucky residents in contracts by public agencies; and
- (2) Providing preference to Kentucky residents equalizes the competition with other states that provide preference to their residents.

KRS 45A.494 Reciprocal preference to be given by public agencies to resident bidders -- List of states -- Administrative regulations.

- (1) Prior to a contract being awarded to the lowest responsible and responsive bidder on a contract by a public agency, a resident bidder of the Commonwealth shall be given a preference against a nonresident bidder registered in any state that gives or requires a preference to bidders from that state. The preference shall be equal to the preference given or required by the state of the nonresident bidder.
- (2) A resident bidder is an individual, partnership, association, corporation, or other business entity that, on the date the contract is first advertised or announced as available for bidding:
 - (a) Is authorized to transact business in the Commonwealth; and
 - (b) Has for one (1) year prior to and through the date of the advertisement, filed Kentucky corporate income taxes, made payments to the Kentucky unemployment insurance fund established in KRS 341.490, and maintained a Kentucky workers' compensation policy in effect.
- (3) A nonresident bidder is an individual, partnership, association, corporation, or other business entity that does not meet the requirements of subsection (2) of this section.
- (4) If a procurement determination results in a tie between a resident bidder and a nonresident bidder, preference shall be given to the resident bidder.
- (5) This section shall apply to all contracts funded or controlled in whole or in part by a public agency.
- (6) The Finance and Administration Cabinet shall maintain a list of states that give to or require a preference for their own resident bidders, including details of the preference given to such bidders, to be used by public agencies in determining resident bidder preferences. The cabinet shall also promulgate administrative regulations in accordance with KRS Chapter 13A establishing the procedure by which the preferences required by this section shall be given.
- (7) The preference for resident bidders shall not be given if the preference conflicts with federal law.
- (8) Any public agency soliciting or advertising for bids for contracts shall make KRS 45A.490 to 45A.494 part of the solicitation or advertisement for bids.

The reciprocal preference as described in KRS 45A.490-494 above shall be applied in accordance with 200 KAR 5:400.

Solicitation/Contract #: Sheriff's Office Security System

Method of Award

Best Value – Ranking Approach

Jessamine County Fiscal Court intends to award a Contract to the Vendor, whose offer, conforming to the Solicitation, is the most advantageous on the basis of "best value" for all products, services, and requirements contained herein.

An evaluation committee, or a designated individual, will evaluate the information provided by the Vendor in response to the established measurable criteria contained in the Solicitation.

Measurable Criteria:

Price	90 Points
<u>Experience</u>	<u>10 Points</u>

TOTAL POINTS 100 Points

Each Vendor is responsible for submitting all relevant, factual and correct information with their offer to enable the evaluator(s) to afford each Vendor the maximum score based on the available data submitted by the Vendor. VENDOR SHALL ENTER UNIT PRICE AND TOTAL PRICE ON THE BID SHEET. If adequate space is not available, the Vendor must attach additional information that clearly cross-references the appropriate location in the solicitation (i.e. page number, paragraph, subject, etc.).

Vendors responding with the minimum Best Value requirements in this Solicitation shall not be credited with Best Value points. Vendors responding with greater than the minimum requirements shall receive Best Value points. Failure to provide adequate information will impact the evaluated points awarded to the Vendor.

Price (90 points)

The bidder with the lowest Price receives the maximum score. The bidder with the next lowest Price receives points by dividing the lowest Price by the next lowest price and multiplying that percentage by the available points. For example, 95 points is allocated to the lowest Price criteria for this procurement, Bidder "A" bids \$3.00 as the lowest bidder and receives the maximum 95 points ($\$3.00 / \$3.00 = 1.00 \times 95 = 95$). Assume Bidder "B" is the next lowest bidder at \$4.00, then "B" receives 71.3 points ($\$3.00 / \$4.00 = .75 \times 95 = 71.25$).

Experience- (10 points)

5 years experience is the minimum requirement for this criteria. Points are only given to bidders who exceed the 5 year requirement. The bidder with the greatest number of years experience (not to exceed 10 years for evaluation purposes) receives the maximum number of points. The bidder with the next largest number of years experience, receives points by dividing the next largest number of years experience by the largest number of years experience and multiplying that percentage by the available points. For example, 10 points is allocated to the largest number of years experience, over 5 years, for this procurement, Bidder "A" bids 10 years as the bidder with the largest number of years experience and receives the maximum of 10 points ($10 / 10 = 1.00 \times 10 = 10$). Assume Vendor "B" is the bidder with the next largest number of years experience at 5 years, then "B" receives 5 points ($5 / 10 = .50 \times 10 = 5$).

Vendor shall enter number of year's experience: _____ years

Best Value scoring is subject to **Reciprocal preference for Kentucky resident bidders and Preferences for a Qualified Bidder or the Department of Corrections, Division of Prison Industries (KAR 200 5:410)**.

REQUIRED AFFIDAVIT FOR BIDDERS, OFFERORS AND CONTRACTORS CLAIMING RESIDENT BIDDER STATUS

FOR BIDS AND CONTRACTS IN GENERAL:

The bidder or offeror hereby swears and affirms under penalty of perjury that, in accordance with KRS 45A.494(2), the entity bidding is an individual, partnership, association, corporation, or other business entity that, on the date the contract is first advertised or announced as available for bidding:

1. Is authorized to transact business in the Commonwealth;
2. Has for one year prior to and through the date of advertisement
 - a. Filed Kentucky corporate income taxes;
 - b. Made payments to the Kentucky unemployment insurance fund established in KRS 341.49; and
 - c. Maintained a Kentucky workers' compensation policy in effect.

The BIDDING AGENCY reserves the right to request documentation supporting a bidder's claim of resident bidder status. Failure to provide such documentation upon request shall result in disqualification of the bidder or contract termination.

Signature Printed Name

Title Date

Company Name _____

Address _____

Subscribed and sworn to before me by _____
(Affiant) (Title)

of _____ this ____ day of _____, 20__.
(Company Name)

Notary Public

[seal of notary]

My commission expires: _____

**REQUIRED AFFIDAVIT FOR BIDDERS, OFFERORS AND
CONTRACTORS CLAIMING
QUALIFIED BIDDER STATUS**

FOR BIDS AND CONTRACTS IN GENERAL:

I. The bidder or offeror swears and affirms under penalty of perjury that the entity bidding, and all subcontractors therein, meets the requirements to be considered a "qualified bidder" in accordance with 200 KAR 5:410(3); and will continue to comply with such requirements for the duration of any contract awarded. Please identify below the particular "qualified bidder" status claimed by the bidding entity.

_____ A nonprofit corporation that furthers the purposes of KRS Chapter 163

_____ Per KRS 45A.465(3), a "Qualified nonprofit agency for individuals with severe disabilities" means an organization that:

- (a) Is organized and operated in the interest of individuals with severe disabilities; and
- (b) Complies with any applicable occupational health and safety law of the United States and the Commonwealth; and
- (c) In the manufacture or provision of products or services listed or purchased under KRS 45A.470, during the fiscal year employs individuals with severe disabilities for not less than seventy-five percent (75%) of the man hours of direct labor required for the manufacture or provision of the products or services; and
- (d) Is registered and in good standing as a nonprofit organization with the Secretary of State.

The BIDDING AGENCY reserves the right to request documentation supporting a bidder's claim of qualified bidder status. Failure to provide such documentation upon request may result in disqualification of the bidder or contract termination.

_____ Signature	_____ Printed Name
_____ Title	_____ Date
Company Name	_____
Address	_____

Solicitation/Contract #: Sheriff's Office Security System

TOTAL BID _____

Company Name: _____

Contact: _____

Address: _____

Phone: _____

Email: _____

_____ Must provide proof of general liability insurance in the minimum amount of \$1,000,000.00 with Jessamine County Fiscal Court named as additional insurer

_____ Must have worker's compensation insurance coverage for all employees that perform work under the contract prior to execution of contract

_____ Must have a Jessamine County Occupational License and be in compliance

_____ Must adhere to all local, state and federal regulations