



Judicial Council of California
ADMINISTRATIVE OFFICE OF THE COURTS

FINANCE DIVISION

455 Golden Gate Avenue • San Francisco, California 94102-3688
Telephone 415-865-7960 • Fax 415-865-4325 • TDD 415-865-4272

RONALD M. GEORGE
Chief Justice of California
Chair of the Judicial Council

WILLIAM C. VICKREY
Administrative Director of the Courts

RONALD G. OVERHOLT
Chief Deputy Director

CHRISTINE M. HANSEN
Director, Finance Division

Date

April 26, 2007

To

Potential Proposers

From

**Judicial Council of California, Administrative Office of the Courts
Finance Division**

Subject

Addendum No. 2

**Statewide Access Systems, Video Surveillance Systems and Maintenance Program
RFP No. ERS-041007**

Action Requested

Please review the attached changes to the RFP and the responses to bidder questions.

CHANGES TO RFP NO. ERS-041007.

Attachment D (Pricing Sheets) of the RFP is hereby deleted and replaced with the following:

**ATTACHMENT D
 PRICING SHEETS**

REQUIREMENT	DESCRIPTION OF PROPOSED VIDEO SURVEILLANCE SYSTEM	VIDEO SURVEILLANCE SYSTEM PRICING (LESS TAX) (Indicate if reimbursable expenses are applicable. <u>Section 3.1.2</u> of the RFP addresses reimbursable expenses and they must conform to the RFP's <u>Travel Rate Guidelines in Attachment A</u>).
Video Surveillance System, as described in <u>Section 4.1.2.1.1</u> of this RFP.		Design and installation rates (list and price separately):
		Training price (if applicable):
		Price for one year onsite maintenance contract, as described in <u>Section 4.1.2.1.3</u> of this RFP:
		Hourly labor rate for time and materials repairs:

RESPONSES TO BIDDER QUESTIONS.

Question 1: Will there be a requirement to monitor 24 hours a day, seven days a week?
AOC Response: That will be up to the individual court. The court will determine how they want to monitor the cameras or access system.

Question 2: Should the vendor include remote access in their bid?
AOC Response: Yes. Courts may want to have remote access to certain locations.

Question 3: Are there resources in the court to manage the system?
AOC Response: It will be on a court-by-court basis. Often it is the sheriff who will provide the resource for monitoring.

Question 4: Will the court provide an information technology contact?
AOC Response: Some courts will have an IS (information systems) contact. Others may rely on the AOC IS contact.

Question 5: Are all installs to be done between the hours of 8a.m. and 5p.m?
AOC Response: Due to security requirements in the court, the work will be done during the court's business hours which are generally 8 a.m. to 5 p.m.. If after-hours work is required, the vendor may bill an overtime rate, however special arrangement must be made with court personnel to ensure security of the site. Court and AOC will not incur any additional cost for this service other than the overtime rate.

Question 6: Based on the complexity of the RFP will there be an extension on the bid due date?
AOC Response: The proposal due date has been changed. Please see change to Section 2.1 in Addendum No. 1.

Question 7: Will the AOC provide a list of the attendees from the pre-bid conference?
AOC Response: Our records show the following vendors attended the conference (any spelling errors are attributed to handwriting interpretation on the conference sign-in sheet):
All-Phase Security, Inc.
Mike Fennell
Tim Huntsinger

Verizon
Bruno Medrino
Bob Perez
Kent Rosner
Keith Nagel
Nancy
Terry Eden-Harrold
Siemens
Larry Hillman
Elisa Hansen
Denise Clifford
Denise Griffith
Paul Szela
Honeywell
Joanne Alexander,
HBE
Alex Pavlis,
iTech Solution
Miguel Plascencia
Anixter
Mark Rietdorf
ATV Video
Brian Adams
AES2
Barry Whitson
Com-Sec
Bret Hart,
Securitas
Jeff Williamson
Tony Johnisee
Birdstone Business Services
Matthew Reider
American Asset Protection
Lydia Moreno
Vidsys
Maurice Singleton

Question 8: Installed pricing is difficult to provide for each item on an MSA. Will the AOC adopt a per job installation quote based on rates?

AOC Response: The vendor should propose a rate in their proposal that can be applied to all locations. The AOC, court and vendor will have a walk through of the site and the vendor will then submit their quote for the Work Order based

on the site requirements, the hours the vendor requires to perform the work and the rates proposed in the vendor's proposal.

Question 9: If there are different types of wiring required, how will this be priced?
AOC Response: All vendors will be required to use the same wiring, per code. Vendors shall use GSA pricing and bill the AOC at their cost; this will address the issue of possible copper price increases. If the vendor's wiring cost is not based on GSA pricing, then the vendor will have to submit to the AOC a copy of the invoice for its wire purchase.

Question 10: Will compiled or reviewed financial statements be acceptable?
AOC Response: Submit what you have and if it is not acceptable, you will be contacted and we will request additional information.

Question 11: With different local authorities, how will plan development and approval managed?
AOC Response: All requests to vendors will come through the AOC. AOC will work with the courts and vendor at the walk through. Local plan checks and permits will be obtained by the vendor, if required.

Question 12: Will the awarded vendor handle all of the projects or just the initial projects?
AOC Response: It is the intent of the AOC that all projects will be completed by the awarded vendor using the Work Order process.

Question 13: If multiple awards are made, will we bid out each job?
AOC Response: If multiple vendors are awarded it would be on a regional basis. We do not plan on bidding each job.

Question 14: Will there be the opportunity for job walk throughs on site?
AOC Response: After the contract is awarded, the AOC will contact the vendor and arrange for a walk through of each site. AOC, court and vendor will come to an agreement and the AOC will issue a Work Order for each site.

Question 15: Does the access system need to integrate with the video system? If so, to what degree?
AOC Response: Yes. The access system and cameras would pick up movement and trigger cameras and alarms.

Question 16: Are pan tilt zoom cameras included?
AOC Response: Yes, they are on the GSA equipment list.

Question 17: Are the CCTV and access systems “stand alone” at each facility or will the systems be networked to a central location?

AOC Response: In many cases they will be stand alone at each site. However there may be a need to network within that court / county jurisdiction. If a court has three sites, the access system may be monitored and operated from the main court facility. In some cases there may be a requirement for some cameras to be monitored remotely.

Question 18: Will the AOC consider third party administration/management?

AOC Response: Not at this time.

Question 19: After any system is installed and the training is complete, who is responsible for entering any data base information into the system software?

AOC Response: The court will enter data base information on the access system.

Question 20: Several products were listed, and/or their equal in the RFP. How much weight do the listed products carry? In other words, will the listed products be considered before the “or equal” product?

AOC Response: The listed products are considered the ideal system for this use. Equal products must meet or exceed all standards of the listed products in quality, serviceability and warranty, access to parts, and known reliability.

Question 21: Is there an idea of the percentage of purchasing group sites listed in attachment “B” that will actually buy the systems? We all realize they are potential customers, and aren’t bound by the contract to purchase, but to perform a lot of site visits and not get a contract could be time consuming, and expensive to the vendor / vendors awarded the contract.

AOC Response: The vendor will only be asked to do site visits to locations where a system will be installed. There are six jobs listed at this time with additional work as funding permits, we have no estimate as to the total number of installations in the next three years.

Question 22: If multiple vendors are selected on a regional basis, will they be required to install the same type equipment / product for continuity from region to region?

AOC Response: Yes, that will be one criterion for choosing regional based vendors.

Question 23: Is there a percentage of parts that must be GSA? For instance, in the access system, a company may not have all the different types of locking hardware required on a schedule for any particular door type.

AOC Response: If a part is not listed on the GSA schedule, the AOC will agree with the vendor on the make and type of the lock to be installed in writing before work begins.

Question 24: Door replacement could play a significant role in delaying an installation due to manufacturing process and backlog. Will there be a penalty for delays caused by door suppliers, and does the state have a suggested supplier for the vendors to use?

AOC Response: There is no suggested door vendor. Schedules will be discussed with the AOC before work begins and vendors will not incur a penalty for delays caused by the door vendor.

Question 25: Is the contract prevailing wage state wide?

AOC Response: Yes.

Question 26: Will the State amend the RFP to fully define what is meant by “The AOC intends to award one or more master agreements...”? During the pre-proposal conference the explanation of one or more awards was defined differently than what is defined in the RFP. The RFP defines a statewide contract with one or more potential awards. At the bidders conference the concept of multiple awards was defined somewhat differently.

AOC Response: The AOC intends to award one or more master agreements. If multiple awards are made, it would be on a regional basis.

Question 27: Will the AOC amend the RFP to even the playing field for vendors on how to provide definition and pricing for installation services? During the pre-proposal conference the explanations of how installation costs were to be provided differs from the RFP language in Attachment A, 6 that states “All costs and expenses for installation and testing shall be included in the prices set forth in Schedule 1 – Description of Products and Services.” The pre-proposal discussion indicated that the installation costs were to become part of the estimations for the customer orders and not included in, or based solely on the individual items listed in the price sheets. Reasons the AOC mentioned for this change were the differences in the locations, each with unique site related requirements. Other reasons quoted by the vendor community are the fluctuating costs of commodity items like cable where individual site differences can greatly influence the cost of installation. Other issues discussed at the pre-proposal conference were local authority and the need for approved plans, plan checks, and local authority approvals, all of which are the responsibility of the vendor.

In each local this process could influence cost. To provide a fair evaluation of the vendor proposals the AOC could modify the RFP, contract condition 6 and the price sheet to define estimation processes for design and installation, with vendors supplying hourly labor prices for pre-installation and installation services.

AOC Response:

Bidders shall submit pricing so that all costs or labor rates related to design and installation are listed and priced separately. Separate pricing shall also be included for training, one-year onsite maintenance contract and the labor rate for time and materials repairs. As stated in response to Questions 8 and 9 the vendor will quote each job separately after a walk through, based on the Work Order process.

END