

	<b>REQUEST FOR PROPOSAL</b> <b>No. 2021-130</b>	<b>PURCHASING DEPARTMENT</b> 619 Division St. MS-7 Port Orchard, WA 98366 Phone: (360) 337-4788
	<b>SCOPE OF WORK</b>	

**COMPETITIVE SOLICITATION FOR: Audio/Video Recording System For Law Enforcement And Prosecutor’s Office Interview Rooms**

**1. SERVICES REQUESTED**

- A. This Request for Proposal (“RFP”) is issued on behalf of the Kitsap County Sheriff’s Office and Kitsap County Prosecutor’s Office to solicit proposals to replace/upgrade the audio/video recording equipment for the Kitsap County Sheriff’s Office (“KCSO”) and Kitsap County Prosecutor’s Office (“KCPO”) interview rooms. Proposals shall be for a turnkey setup furnishing all the necessary hardware, software, equipment, installation, maintenance, and 24/7 support (collectively “System”). The County is open to offerors proposing alternative equipment that will meet or exceed the specifications.
- B. The successful offeror will be required to furnish all labor, equipment, materials, wiring, installation of the System, training, and all other ancillary items which when properly installed will completely and properly produce the desire result as identified in the Specifications and herein. The County is open to offerors proposing alternative equipment that will meet or exceed the specifications.
- C. It is the intent of this Scope of Work (“SOW”) to describe the minimum requirements for the System. All items, details of construction, services, or features not specifically mentioned which are regularly furnished in order to provide a System shall be furnished at the RFP price and shall conform in strength, quality, and workmanship to that usually provided by the practice indicated in this SOW, and the associated network, hardware, and software. The System shall consist of all items contained in this SOW. The successful Contractor will be required to furnish all labor, equipment, and materials and install the System and provide training as identified herein.
- D. The federal grant money will be used to purchase the System. The County has approximately \$50,000.00 set aside for the project.

**2. CONTRACT SPECIFIC DEFINITIONS**

- A. Audio kill-switch – A switch device which can control the recording of audio to both the DVR’s, simultaneously.

- B. Color dome camera - A video surveillance camera usually mounted on the ceiling, hidden within a plastic bubble.
- C. Digital video recorder (DVR) – A device that records audio and video in a digital form onto a digital storage medium.
- D. DVD+RW - A DVD+RW is a rewritable optical disc with equal storage capacity to a DVD+R, typically 2TB GB. A DVD+R can be written to only once, whereas a DVD+RW is rewritable.
- E. LED Monitor – Light emitting diode monitor that provides bright fluid picture throughout the entire display with minimal side to side degradation.
- F. Lux - A Metric measurement of light quantity. Taken from the reflection off the object illuminated 1 Foot-candles = 10.76 lux.
- G. Metadata – Searchable data specific to the digital file, URN numbers, tag numbers, and other descriptors used to identify digital evidence, and required to be added to digital files to facilitate searching for the file.
- H. Pan-Tilt-Zoom (PTZ) - The ability of a camera to move in response to control input signal. Pan is to move on a horizontal axis, tilt is to move on a vertical axis, and zoom is an in-and-out lens movement (i.e., closer, or more distant).
- I. Tagging – A method to add metadata to digital files which can be retrieved by URN number, date/time, etc.
- J. Time/Date Stamp Generator – A device which superimposes a time/date stamp onto any video source as it is recorded onto your digital interview recorder. Usually this device is connected between the camera and the recording device.
- K. Transcription Software – Software used to convert a spoken language source into a written form.
- L. UPS Backup (Uninterruptible Power Supply) – A special power source, usually a battery, which takes over in the event of a failure in the main power system.
- M. Varifocal Lens - Lens which allows the user / installer to manually adjust the camera's field of view. Varifocal lenses can therefore be changed to provide wider viewing angles or narrower telephoto viewing angles.
- N. Video Balun – An acronym for BALanced/UNbalanced. A device commonly used to change one cabling media to another (ex. coaxial to twisted pair balun).
- O. Vrms – “rms” - A term used with AC voltages or currents to indicate average or mean voltage or current, delivered to a specific load. Vrms indicates the true “rms” voltage.

- P. Warning/Strobe Lights - An electronic flash device used to produce a visible indication of alarm.
- Q. Video Resolution - Measurement of lines of pixels (tiny dots of color that make up an image) across the width and height of the screen. The more pixels the screen can contain in the same viewable area, the higher the resolution and sharper the images displayed on it will be.
3. WORKMANSHIP REQUIREMENTS. All work shall be performed in a first-class manner, in strict accordance with the best recognized and approved standards of the industry/ trade.
4. LABOR LAWS. The awarded contractor will be required to comply with all applicable laws, including, but not limited to, labor laws, prevailing wage rates, and workers compensation.
5. ADDITIONAL OPTIONS. The KCSO and KCPO will consider optional enhancements to the Recording System provided by the offeror.
6. MAINTENANCE FOLLOWING WARRANTY PERIOD (Post-Warranty Maintenance)
- A. MAINTENANCE PLANS. If purchased, the offeror shall provide the following offered service maintenance support options for equipment and software following the warranty period:
1. All-inclusive post-warranty maintenance price plans for one (1) full year
  2. All-inclusive post-warranty maintenance price plans for three (3) full years
  3. All-inclusive post-warranty maintenance price plans for five (5) full years
- B. Proposal shall include a maintenance agreement to include hourly rate for services which may be required after the initial adjustment inspection. This hourly rate shall be held for a period of one year with the option for renewal upon mutual consent of both parties.
7. REPLACEMENT PARTS FOR WARRANTY AND POST-WARRANTY MAINTENANCE  
Only new parts and materials are permissible where replacement parts and materials are required in accordance with the manufacturer's guidelines to effect necessary repairs. Where manufacturer-specific replacement parts are unavailable, the offeror may propose substitute brands provided such brands are equal or better than the ones contained in the manufacturer's manual. The burden of establishing interchangeability, suitability and quality of alternate or substitute replacement parts or materials lies with the offeror; and it shall furnish, at its own expense, all applicable technical literature or documentation and information necessary or related thereto as required by the County. The County will review such information as may be provided by the offeror with respect to the comparative quality and suitability of alternate or substitute equipment, articles, or materials. The County's decision shall be final.
8. PROJECT MANAGER. The Offeror shall provide the project manager and key personnel responsible for project oversight and delivery of the System. The Project Manager shall be the single point of contact for the County and will be responsible for the management,

implementation, and on- going troubleshooting of the System during its installation. The Project Manager shall coordinate efforts with the County designee.

9. CONTRACTOR PERSONNEL

- A. Offeror's staff must meet all County background screening requirements and be approved by the County prior to, and while, providing Services under the Contract.
- B. Offeror is to provide adequate experienced personnel qualified to provide the services to be performed in this solicitation. The offeror agrees that those persons identified in their submittal shall not be removed or replaced without a written request to and approval from the County.
- C. All personnel must observe all regulations in effect at each site. While on County property, offeror's staff are subject to control of the County, but under no circumstances are such persons be deemed to be employees of the County. The offeror or its personnel must not represent themselves as employees of the County.
- D. On all installations, the offeror shall provide the names of its employees conducting the installation to KCSO for background checks. No installer with a criminal history will be permitted to work on the KCSO or KCPO installations.
- E. The County may request the offeror to transfer from the work crew employees who are found by the County to be incompetent, prone to excessive tardiness, absenteeism, theft or after violation.
- F. The technical personnel that install the proposed system must be fully trained and qualified to install the proposed system.
- G. All personnel changes instituted by the offeror must be submitted to and approved by the County.

10. REPLACEMENT PARTS FOR WARRANTY AND POST-WARRANTY MAINTENANCE. Only new parts and materials are permissible where replacement parts and materials are required in accordance with the manufacturer's guidelines to effect necessary repairs. Where manufacturer-specific replacement parts are unavailable, the offeror may propose substitute brands provided such brands are equal or better than the ones contained in the manufacturer's manual. The burden of establishing interchangeability, suitability and quality of alternate or substitute replacement parts or materials lies with the offeror; and it shall furnish, at its own expense, all applicable technical literature or documentation and information necessary or related thereto as required by the County. The County will review such information as may be provided by the offeror with respect to the comparative quality and suitability of alternate or substitute equipment, articles, or materials. The County's decision shall be final.

11. SYSTEM SPECIFICATIONS, COMPLIANCE ACKNOWLEDGMENT. Due to the critical nature of each of the solicitation specifications, the Offeror must indicate in the document

below whether they understand and agree to comply with all contract provisions. Proposals should meet or exceed the following minimum specification requirements.

<b>COUNTY SYSTEM REQUIREMENTS</b>		
<b>1.</b>	<b>SYSTEM</b>	<b>COMPLY</b>
1.1	The offeror shall provide a complete turnkey audio/video recording System, including all the necessary hardware, software, equipment, installation, maintenance, and 24/7 support for three interview rooms, two in the Kitsap County Sheriff's Office and one in the Prosecutor's Office, configured with the equipment specified herein.	<input type="checkbox"/> Yes <input type="checkbox"/> No
1.2	Proposals shall provide the manufacturer, models, and capabilities of all video and recording equipment being quoted to ensure equipment meets minimum specifications.	<input type="checkbox"/> Yes <input type="checkbox"/> No
1.3	Windows based computer system specifically designed for audio/video recording of criminal interviews and interrogations.	<input type="checkbox"/> Yes <input type="checkbox"/> No
1.4	Synchronized audio/video recording.	<input type="checkbox"/> Yes <input type="checkbox"/> No
1.5	One button touch recording interior and exterior.	<input type="checkbox"/> Yes <input type="checkbox"/> No
1.6	Interview room interior and exterior recording indicator lights when camera(s) is recording.	<input type="checkbox"/> Yes <input type="checkbox"/> No
1.7	Audio/video recording export functionality utilizing various file formats which are interoperable and playable in standard video and audio players, including Windows Media Player, without conversion or proprietary playback software.	<input type="checkbox"/> Yes <input type="checkbox"/> No
1.8	Ability to export audio/video recordings to DVD and USB media, as well as cloud accessible features such as link sharing that enable the recipient of the media to simply click a link and access a copy of the recording in a secured cloud location.	<input type="checkbox"/> Yes <input type="checkbox"/> No
1.9	High quality, uncompressed audio, and video recording.	<input type="checkbox"/> Yes <input type="checkbox"/> No
1.10	Ability to record and search metadata including notes, bookmarks, subject name, interviewer, date, and case number at a minimum.	<input type="checkbox"/> Yes <input type="checkbox"/> No
1.11	Ability to annotate shortcuts, tags, markers, and annotations to specific parts of an interview recording for later reference.	<input type="checkbox"/> Yes <input type="checkbox"/> No
1.12	Ability to export case information, bookmarks, and notes in HTML format and bookmarks in CSV format.	<input type="checkbox"/> Yes <input type="checkbox"/> No
1.13	The System shall be able to be controlled from a network workstation with no limit to how many workstations can view an in-progress interview simultaneously as well as access and duplicate/export recordings.	<input type="checkbox"/> Yes <input type="checkbox"/> No
1.14	The System must have a means to automatically record an Audit log of any and all persons logging in/out of the System, any and all actions taken during their session and as to where said action took place including the date and time. This audit log must be printable and exported if needed to establish chain of custody.	<input type="checkbox"/> Yes <input type="checkbox"/> No

1.15	The System shall have viewing capability for in-progress and recorded interviews at any client/network workstations and be compatible with television monitors.	<input type="checkbox"/> Yes <input type="checkbox"/> No
1.16	The System and management systems shall allow the export of full and partial videos to a DVD burner or workstation with DVD burner and must support exporting audio and video or audio only in standard formats (MPEG-2, MPEG-4, MP3, WAV).	<input type="checkbox"/> Yes <input type="checkbox"/> No
1.17	Rapid DVD burn time for interviews and ability to burn additional copies via browser.	<input type="checkbox"/> Yes <input type="checkbox"/> No
1.18	The System and management system must be capable of allowing an administrator to assign user privileges, viewing rights, retention periods, run reports, set perimeters, etc.	<input type="checkbox"/> Yes <input type="checkbox"/> No
1.19	The user of the System shall have the ability to start and stop the recording remotely either by wall switch, push button, or similar system mounted outside each interview room.	<input type="checkbox"/> Yes <input type="checkbox"/> No
1.20	The user of the Recording System shall be able to assign metadata to a recording for the purposes of searching and case management.	<input type="checkbox"/> Yes <input type="checkbox"/> No
1.21	The system shall have the ability to log all user actions associated to a specific video or case to ensure the integrity of the video for chain of custody purposes.	<input type="checkbox"/> Yes <input type="checkbox"/> No
1.22	The System shall allow the system administrator to set the retention parameters for recordings stored on a server from a network workstation.	<input type="checkbox"/> Yes <input type="checkbox"/> No
1.23	The user shall be able to search the management system by selecting certain search criteria such as case number, date and time, user number, etc.	<input type="checkbox"/> Yes <input type="checkbox"/> No
1.24	The System must include a search and retrieve mechanism to identify and find recordings quickly and easily.	<input type="checkbox"/> Yes <input type="checkbox"/> No
1.25	The client software must be “Windows 10” certified.	<input type="checkbox"/> Yes <input type="checkbox"/> No
1.26	The recording system must record in a standard format that can be exported and played on any Windows-based computer. No proprietary formats.	<input type="checkbox"/> Yes <input type="checkbox"/> No
1.27	Dual interview room microphones capable of recording stereo audio synchronized with video.	<input type="checkbox"/> Yes <input type="checkbox"/> No
1.28	Dual high-resolution color dome cameras with varifocal lenses and three axes position adjustment.	<input type="checkbox"/> Yes <input type="checkbox"/> No
1.29	Picture-in-picture simultaneous recording of dual interview room cameras	<input type="checkbox"/> Yes <input type="checkbox"/> No
1.30	Recording system hardware minimum requirements: <ul style="list-style-type: none"> <li>• Stand-alone Windows computer based recording system complete with 64-bit Windows 10 Professional.</li> <li>• RAID 1 mirrored of minimum 2, 3 terabyte SATA hard drives for redundant recording.</li> <li>• Optical DVD-RW dual layer drive.</li> <li>• Minimum 22-inch flat panel display.</li> <li>• USB keyboard and mouse.</li> </ul>	<input type="checkbox"/> Yes <input type="checkbox"/> No

	<ul style="list-style-type: none"> <li>• Stereo sound speakers.</li> </ul>	
1.31	Cameras will have HD capability for the three interview rooms.	<input type="checkbox"/> Yes <input type="checkbox"/> No
1.32	Multiple channels of audio recording	<input type="checkbox"/> Yes <input type="checkbox"/> No
1.33	Multiple camera views per interview room (minimum of 2 concealable cameras per room, at least one being an IP camera).	<input type="checkbox"/> Yes <input type="checkbox"/> No
1.34	One camera should provide a 360-degree image of the room and a second trained to a specific location in the room	<input type="checkbox"/> Yes <input type="checkbox"/> No
1.35	The ability to activate a motion sensor recording feature for each camera.	<input type="checkbox"/> Yes <input type="checkbox"/> No
1.36	Noise filtering software	<input type="checkbox"/> Yes <input type="checkbox"/> No
1.37	Each interview room system shall have one (1) color dome camera with 550 video resolution, .04 lux, and varifocal lens (2.9mm - 10mm F1.2).	<input type="checkbox"/> Yes <input type="checkbox"/> No
1.38	The Cameras must instantly switch to a night/infrared record mode in the event the illumination source of an interview room is disabled.	<input type="checkbox"/> Yes <input type="checkbox"/> No
1.39	Each interview room system shall have four (4) high quality video baluns for video transmission.	<input type="checkbox"/> Yes <input type="checkbox"/> No
1.40	Each interview room system shall have two (2) high quality audio microphone systems, including power supply.	<input type="checkbox"/> Yes <input type="checkbox"/> No
1.41	Each interview room system shall have at least one (1) high quality LED monitor or better.	<input type="checkbox"/> Yes <input type="checkbox"/> No
1.42	Each interview room system shall have at least one (1) Time/Date stamp generator, including power supply.	<input type="checkbox"/> Yes <input type="checkbox"/> No
1.43	Each interview room system shall have at least one (1) audio kill-switch for temporarily preventing the recording of audio to both the DVR's simultaneously.	<input type="checkbox"/> Yes <input type="checkbox"/> No
1.44	Each interview room system shall have a one (1) UPS Backup.	<input type="checkbox"/> Yes <input type="checkbox"/> No
1.45	Each interview room system shall include two (2) warning lights.	<input type="checkbox"/> Yes <input type="checkbox"/> No
1.46	Laptop configuration for mobile use.	<input type="checkbox"/> Yes <input type="checkbox"/> No
1.47	Compatible with current Kitsap County hardware and operating systems.	<input type="checkbox"/> Yes <input type="checkbox"/> No
1.48	Basic system design and installation resources must be included in the cost of the equipment purchased.	<input type="checkbox"/> Yes <input type="checkbox"/> No
1.49	Live network monitoring, review, and archiving.	<input type="checkbox"/> Yes <input type="checkbox"/> No
1.50	Concurrent record and playback.	<input type="checkbox"/> Yes <input type="checkbox"/> No
1.51	Interdepartmental security (password protection, adjustable user access, privacy, sub-groups, and multiple group support).	<input type="checkbox"/> Yes <input type="checkbox"/> No
1.52	Immediate file transfer to DigitalonQ.	<input type="checkbox"/> Yes <input type="checkbox"/> No

1.53	Covert thermostat (720p).	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>2.</b>	<b>MICROPHONES</b>	<b>COMPLY</b>
2.1	Two microphones installed per location.	<input type="checkbox"/> Yes <input type="checkbox"/> No
2.2	Highest quality microphones.	<input type="checkbox"/> Yes <input type="checkbox"/> No
2.3	The ability to activate a motion sensor recording feature for each microphone.	<input type="checkbox"/> Yes <input type="checkbox"/> No
2.4	Mute button capability for each mic.	<input type="checkbox"/> Yes <input type="checkbox"/> No
2.5	Provide the make model and capabilities of your microphones.	<input type="checkbox"/> Yes <input type="checkbox"/> No
2.6	Sensitivity 80 db. SPL input provides 0.254Vrms,	<input type="checkbox"/> Yes <input type="checkbox"/> No
2.7	Frequency response 40 Hz to 15 khz +/- 1 db.,	<input type="checkbox"/> Yes <input type="checkbox"/> No
2.8	Output line level (0 db. @ 10000hms),	<input type="checkbox"/> Yes <input type="checkbox"/> No
2.9	Current drain 4 ma, supply voltage 12vdc,	<input type="checkbox"/> Yes <input type="checkbox"/> No
2.10	Output impedance 600ohms unbalanced,	<input type="checkbox"/> Yes <input type="checkbox"/> No
2.11	Microphone housing high impact ABS,	<input type="checkbox"/> Yes <input type="checkbox"/> No
2.12	Dimensions 4" diameter x 1" H, weight 0.5 Lb.	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>3.</b>	<b>DIGITAL VIDEO RECORDER</b>	<b>COMPLY</b>
3.1	DVR with DVD-R Recorder integrated with a minimum 1TB HDD	<input type="checkbox"/> Yes <input type="checkbox"/> No
3.2	DVR/DVD-R Unit must be capable of writing DVD's which can be played back in commercially available DVD players and multimedia PCs with DVD players or have the ability to share cloud stored recordings.	<input type="checkbox"/> Yes <input type="checkbox"/> No
3.3	1 TB built in HDD with a minimum 200 hours of recording capacity in extended play mode.	<input type="checkbox"/> Yes <input type="checkbox"/> No
3.4	Minimum of 6 hours of DVD recording time in EP mode on 4.7 GB discs.	<input type="checkbox"/> Yes <input type="checkbox"/> No
3.5	High speed copying from HDD to DVD-R disc.	<input type="checkbox"/> Yes <input type="checkbox"/> No
3.6	Disc Backup, 10-bit/ 54MHz Video DAC, 24- bit/ 192kHz Audio DAC.	<input type="checkbox"/> Yes <input type="checkbox"/> No
3.7	Any DVR tuner must be capable of processing an NTSC signal.	<input type="checkbox"/> Yes <input type="checkbox"/> No
3.8	1 Optical Digital Output.	<input type="checkbox"/> Yes <input type="checkbox"/> No
3.9	2 S-Video Inputs/Outputs.	<input type="checkbox"/> Yes <input type="checkbox"/> No
3.10	2 A/V Inputs/Outputs.	<input type="checkbox"/> Yes <input type="checkbox"/> No
3.11	Front: (1 A/V Input, 1 S-Video Input, 1 DV-Input).	<input type="checkbox"/> Yes <input type="checkbox"/> No



3.12	Component Video Output (DVD, Video CD).	<input type="checkbox"/> Yes <input type="checkbox"/> No
3.13	Remote Control unit.	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>4.</b>	<b>THREE (3) AXIS COLOR MINI SMOKED DOME CAMERA</b>	<b>COMPLY</b>
4.1	Color Smoked Dome Camera (1080p) with manual PTZ (720p) adjustment.	<input type="checkbox"/> Yes <input type="checkbox"/> No
4.2	1/3 Sony Super HAD CCD, or equivalent	<input type="checkbox"/> Yes <input type="checkbox"/> No
4.3	550 TVL Video Resolution	<input type="checkbox"/> Yes <input type="checkbox"/> No
4.4	0.04 lux,	<input type="checkbox"/> Yes <input type="checkbox"/> No
4.5	digital zoom,	<input type="checkbox"/> Yes <input type="checkbox"/> No
4.6	12 VDC / 24VAC,	<input type="checkbox"/> Yes <input type="checkbox"/> No
4.7	DV Iris Varifocal Lens (2.9mm - 10mm F1.2)	<input type="checkbox"/> Yes <input type="checkbox"/> No
4.8	Auto white balance	<input type="checkbox"/> Yes <input type="checkbox"/> No
4.9	Back light compensation	<input type="checkbox"/> Yes <input type="checkbox"/> No
4.10	Auto gain control.	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>5.</b>	<b>TIME/DATE GENERATOR SYSTEM</b>	<b>COMPLY</b>
5.1	The time/date generator system shall be compatible with the entire system.	<input type="checkbox"/> Yes <input type="checkbox"/> No
5.2	The time/date generator shall automatically record the date, time, and duration of any System recording.	<input type="checkbox"/> Yes <input type="checkbox"/> No
5.3	The System shall display, at a minimum: <ul style="list-style-type: none"> <li>• Current time, date and 20-character text at minimum.</li> <li>• Video input/output level 1Vp 75 ohms,</li> <li>• Video input/output connection RCA jack,</li> <li>• Case material plastic, power supply 12 VDC.</li> </ul>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>6.</b>	<b>WARNING/ STROBE LIGHTS</b>	<b>COMPLY</b>
6.1	The system shall include two warning lights.	<input type="checkbox"/> Yes <input type="checkbox"/> No
6.2	The first warning light shall be a single flashing alert LED/ strobe light mounted on an exterior wall/ceiling above the interview room entrance doorway to notify of interview in progress.	<input type="checkbox"/> Yes <input type="checkbox"/> No
6.3	The second warning light shall be a red LED type, mounted on an interior wall of interview room to signal interviewer.	<input type="checkbox"/> Yes <input type="checkbox"/> No
6.4	The switches for both lights shall be securely mounted to the security cabinet to the right of the video monitor.	<input type="checkbox"/> Yes <input type="checkbox"/> No
6.5	Cabling will be required.	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>7.</b>	<b>VIDEO BALUNS</b>	<b>COMPLY</b>
7.1	The system shall be a Smart Cabling & Transmission Corp. <sup>TM</sup> Model # TTP111VT, or functional equivalent,	<input type="checkbox"/> Yes <input type="checkbox"/> No

7.2	Video transceiver BNC male to terminal block	<input type="checkbox"/> Yes <input type="checkbox"/> No
7.3	Video input (BNC connector) 1	<input type="checkbox"/> Yes <input type="checkbox"/> No
7.4	Video input 1Vp, 75ohms	<input type="checkbox"/> Yes <input type="checkbox"/> No
7.5	Output terminal block	<input type="checkbox"/> Yes <input type="checkbox"/> No
7.6	Transmission distance 400m	<input type="checkbox"/> Yes <input type="checkbox"/> No
7.7	Dimensions 69mm W x 25mm H x 22mm D	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>8.</b>	<b>AUDIO KILL-SWITCH</b>	<b>COMPLY</b>
8.1	The audio kill-switch shall provide two (2) audio inputs to four (4) audio outputs.	<input type="checkbox"/> Yes <input type="checkbox"/> No
8.2	Audio input 2 x RCA female jack,	<input type="checkbox"/> Yes <input type="checkbox"/> No
8.3	Audio output 4 x RCA female jack,	<input type="checkbox"/> Yes <input type="checkbox"/> No
8.4	On/off toggle switch to be securely mounted to the security cabinet to the right of the video monitor.	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>9.</b>	<b>LED MONITORS 22” (at minimum)</b>	<b>COMPLY</b>
9.1	1920x1080 HD Resolution	<input type="checkbox"/> Yes <input type="checkbox"/> No
9.2	400:1 contrast ratio	<input type="checkbox"/> Yes <input type="checkbox"/> No
9.3	16ms response time	<input type="checkbox"/> Yes <input type="checkbox"/> No
9.4	60 frames per second	<input type="checkbox"/> Yes <input type="checkbox"/> No
9.5	HDMI, Display Port, DVI, or VGA	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>10.</b>	<b>TRANSCRIPTION SOFTWARE &amp; SYSTEM</b>	<b>COMPLY</b>
10.1	Software providing “stop and go” transcription functionality or equivalent transcription software shall be able to strip audio off DVD for transcription purposes.	<input type="checkbox"/> Yes <input type="checkbox"/> No
10.2	Currently supported Windows operating system.	<input type="checkbox"/> Yes <input type="checkbox"/> No
10.3	Software must be capable of playing back the DVD’s generated by the system DVR.	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>11.</b>	<b>FOOT PEDAL SYSTEM</b>	<b>COMPLY</b>
11.1	The system shall be compatible with the transcription software.	<input type="checkbox"/> Yes <input type="checkbox"/> No
11.2	The system shall have three (3) pedal control (play, rewind, fast forward).	<input type="checkbox"/> Yes <input type="checkbox"/> No
11.3	USB compatible	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>12.</b>	<b>UPS BACKUP</b>	<b>COMPLY</b>
12.1	UPS shall be configured to appropriately maintain operation of all system components (DVR’s, camera, microphones, warning lamps, monitor and speakers) for a minimum of 20 minutes.	<input type="checkbox"/> Yes <input type="checkbox"/> No

12.2	All electronic components shall be protected against transient over-voltages, AC line noise, radio frequency interference (RFI) and electro-mechanical interference (EMI).	<input type="checkbox"/> Yes <input type="checkbox"/> No
12.3	UPS must have network card for monitoring status of UPS.	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>13.</b>	<b>SECURITY CABINET</b>	<b>COMPLY</b>
13.1	Each interview room system shall have a 24 1/2' W x 22 1/3' D x 63 1/2" H Security Cabinet with four built in switches.	<input type="checkbox"/> Yes <input type="checkbox"/> No
13.2	Audio/Video signals should terminate into a metal security computer cabinet. Cabinet shall be able to contain DVD Recorders, Monitor, UPS Backup and be able to be secured and locked with a key.	<input type="checkbox"/> Yes <input type="checkbox"/> No
13.3	The cabinet's approximate dimensions shall be: 24 1/2" W x 22 1/3" D x 63 1/2' H.	<input type="checkbox"/> Yes <input type="checkbox"/> No
13.4	The offeror should provide a minimum of 2 keys for the installed cabinet. All openings shall lock with the same key for dependable security.	<input type="checkbox"/> Yes <input type="checkbox"/> No
13.5	The locking monitor compartment shall include: <ul style="list-style-type: none"> <li>• A break resistant acrylic window framed in heavy duty steel,</li> <li>• Locking drawer for a remote control, DVDs, Manual,</li> <li>• Cable management opening throughout,</li> <li>• Rear panels louvered to dissipate heat,</li> <li>• Four (4) built-in switches</li> <li>• One switch to activate exterior warning light,</li> <li>• One switch to activate inside alert light,</li> <li>• One switch to switch video feed to monitor, and</li> <li>• One switch to turn on/off audio to system.</li> </ul>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>14.</b>	<b>SERVERS</b>	<b>COMPLY</b>
14.1	Audio and video data will archive direct to an in-house server or to a secured cloud location, accessible 24/7.	<input type="checkbox"/> Yes <input type="checkbox"/> No
14.2	All data will be fully redundant.	<input type="checkbox"/> Yes <input type="checkbox"/> No
14.3	Describe the server environment your solution supports i.e. virtual or conventional.	<input type="checkbox"/> Yes <input type="checkbox"/> No
14.4	Server capacity should be scalable for additional cameras and locations.	<input type="checkbox"/> Yes <input type="checkbox"/> No
14.5	Server storage capacity minimum of 2TB of audio/video data.	<input type="checkbox"/> Yes <input type="checkbox"/> No
14.6	How are the servers stored (virtual, physical services, or both)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
14.7	Can all hardware and data storage be kept in vendor's secure cloud?	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>15.</b>	<b>STORAGE</b>	<b>COMPLY</b>
15.1	The system storage cannot automatically overwrite previous audio and video recordings.	<input type="checkbox"/> Yes <input type="checkbox"/> No

15.2	The System must be able to retain previous recordings for a period of at least two years and have the ability to expand such storage as needed to ensure functionality and System stability. The recordings previously generated can be transferred to alternate storage mediums in order to free up server space.	<input type="checkbox"/> Yes <input type="checkbox"/> No
15.3	Data stored on site and in your cloud for redundancy.	<input type="checkbox"/> Yes <input type="checkbox"/> No
15.4	Data encrypted (FIPS 140-2) in transit and at rest.	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>16.</b>	<b>SOFTWARE</b>	<b>COMPLY</b>
16.1	The system will provide the capability of monitoring interviews live and reviewing them remotely.	<input type="checkbox"/> Yes <input type="checkbox"/> No
16.2	The system will provide intuitive search capabilities and bookmarking.	<input type="checkbox"/> Yes <input type="checkbox"/> No
16.3	Provide the remote viewing capabilities your solution supports.	<input type="checkbox"/> Yes <input type="checkbox"/> No
16.4	The system will provide the ability to set administrative permissions to use and access the system and the capability to restrict viewing to one or more system users.	<input type="checkbox"/> Yes <input type="checkbox"/> No
16.5	The System must have a means of defining/limiting “Users” rights. Some examples include, but are not limited to, Administrators, Operators and Read Only Users. The preferred user management function should integrate with Microsoft Active Directory if possible.	<input type="checkbox"/> Yes <input type="checkbox"/> No
16.6	What are the audio and video formats for your solution?	<input type="checkbox"/> Yes <input type="checkbox"/> No
16.7	What is the compression algorithm for your data?	<input type="checkbox"/> Yes <input type="checkbox"/> No
16.8	The system will provide the capability to edit the data including blocking segments and editing file length.	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>17.</b>	<b>INSTALLATION</b>	<b>COMPLY</b>
17.1	The selected contractor shall install and configure all of the hardware and software.	<input type="checkbox"/> Yes <input type="checkbox"/> No
17.2	The County will be responsible for the network.	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>17.</b>	<b>SUPPORT AND MAINTENANCE</b>	<b>COMPLY</b>
17.1	The offeror will provide a phone contact for 24 X 7 remote support.	<input type="checkbox"/> Yes <input type="checkbox"/> No
17.2	The offeror will respond to a request for support with a return call within one hour.	<input type="checkbox"/> Yes <input type="checkbox"/> No
17.3	If on-site support is required for a critical failure, a technician will be on-site within four (4) hours.	<input type="checkbox"/> Yes <input type="checkbox"/> No
17.4	Provide an SLA.	<input type="checkbox"/> Yes <input type="checkbox"/> No
17.5	First year maintenance will be included as a warranty.	<input type="checkbox"/> Yes <input type="checkbox"/> No
17.6	Provide pricing for four (4) years (not including the first-year warranty) of maintenance.	<input type="checkbox"/> Yes <input type="checkbox"/> No

17.7	Maintenance will include software (including patches and upgrades) and hardware for the five years total.	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>18.</b>	<b>DOCUMENTATION</b>	<b>COMPLY</b>
18.1	Prior to acceptance by the County, the offeror shall supply all manuals, system documentation and user guides upon completion of each project. All manuals, system documentation and user guides shall be provided to each department administrator upon completion of installation.	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>19.</b>	<b>STANDARD AND CODES</b>	<b>COMPLY</b>
19.1	All equipment and installations shall conform to all applicable federal, State and local laws and regulations and shall be installed in accordance with all applicable standards of the Electronics Industries Association, Computer Business Equipment Manufacturers Association, National Electrical Manufacturers Association, National Electric Code (NFPA 70) and the corresponding manufacturer's specifications and recommendations for the equipment.	<input type="checkbox"/> Yes <input type="checkbox"/> No
19.2	The new system shall also comply to standards pertaining to evidence storage for use in criminal prosecutions and other investigations.	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>20.</b>	<b>INSTALLATION</b>	<b>COMPLY</b>
20.1	Contractor shall be responsible for the complete installation of the systems at each location. Each site installation shall include all hardware, software and accessory components required to ensure full operational status and have the ability to share links with the other department.	<input type="checkbox"/> Yes <input type="checkbox"/> No
20.2	The offeror shall install, connect, or terminate all required cabling to make the recording equipment fully functional. This work shall be performed at the designated interview, recording and review rooms and shall include all rooms, if there is more than one interview room at each location.	<input type="checkbox"/> Yes <input type="checkbox"/> No
20.3	All inter-console video cabling shall be labeled as to function and unit(s) served.	<input type="checkbox"/> Yes <input type="checkbox"/> No
20.4	All coaxial connections shall be made using three-piece BNC connectors. Twist-on connectors are not acceptable.	<input type="checkbox"/> Yes <input type="checkbox"/> No
20.5	All connectors and cabling shall be orderly, and labeled as to their function and installed in a professional manner.	<input type="checkbox"/> Yes <input type="checkbox"/> No
20.6	Offeror shall establish a work schedule with each site's Contract Representative. The normal work hours for this project are 8:00 a.m. through 5:00 p.m., Monday through Friday.	<input type="checkbox"/> Yes <input type="checkbox"/> No
20.7	Offeror shall provide a signed Installation Completed Document describing the work performed and date completed.	<input type="checkbox"/> Yes <input type="checkbox"/> No
20.8	Installation shall be accomplished within 30 calendar days after issuance of purchase order.	<input type="checkbox"/> Yes <input type="checkbox"/> No
20.9	The sites shall be maintained in a clean, safe manner at all times.	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>21.</b>	<b>WARRANTY</b>	<b>COMPLY</b>

21.1	All equipment and software shall operate in accordance with the manufacturer's standard specifications and documentation with a warranty for a minimum period of one (1) year to begin after Full Operational Acceptance. A copy of this warranty and or guarantee shall accompany the equipment and systems when delivered. All repairs and replacement under the warranty are to be at no charge for parts, service, and labor to the County.	<input type="checkbox"/> Yes <input type="checkbox"/> No
21.2	Warranty for software includes all updates, upgrades or new releases made available during the warranty period.	<input type="checkbox"/> Yes <input type="checkbox"/> No
21.3	If warranty repairs cannot be corrected on site, and the component requiring the repair is crucial to the operation of the system, the offeror shall supply a replacement or loaner component which is functionally equivalent at no charge to maintain the system while warranty repairs are being completed.	<input type="checkbox"/> Yes <input type="checkbox"/> No
21.4	Warranty service shall cover twenty-four (24) hour a day, seven (7) day a week.	<input type="checkbox"/> Yes <input type="checkbox"/> No
21.5	Offeror service personnel must be on site within eight (8) hours of request for service (8 hours response time).	<input type="checkbox"/> Yes <input type="checkbox"/> No
21.6	The offeror must have sufficient personnel to respond to multiple warranty problems at the same time.	<input type="checkbox"/> Yes <input type="checkbox"/> No
21.7	All warranties shall be made out to Kitsap County and delivered to the Contract Representative.	<input type="checkbox"/> Yes <input type="checkbox"/> No
21.8	Offeror shall provide a copy of each manufacturer's written warranty statement for each piece of equipment furnished and installed into the System with their proposal.	<input type="checkbox"/> Yes <input type="checkbox"/> No
21.9	Offerors shall also provide the details (to include the financial details) of all warranties, such as limited and extended warranties, which are applicable to the services and equipment being provided to the County.	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>22.</b>	<b>TROUBLE REPORT / PROBLEM INTAKE</b>	<b>COMPLY</b>
22.1	Offeror shall maintain a toll-free telephone number twenty-four (24) hour a day, seven (7) day a week "trouble reporting" and technical support.	<input type="checkbox"/> Yes <input type="checkbox"/> No
22.2	Offeror shall provide a list of escalation telephone contact numbers of at least three contact people and their respective titles to include supervisory personnel of the offeror's trouble reporting center.	<input type="checkbox"/> Yes <input type="checkbox"/> No
22.3	Trouble reporting and technical support during the warranty and post warranty maintenance plan period shall be at no cost to the County.	<input type="checkbox"/> Yes <input type="checkbox"/> No
22.4	Trouble Escalation List shall be provided.	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>23.</b>	<b>MAINTENANCE</b>	<b>COMPLY</b>
23.1	All maintenance required on equipment covered under a warranty and/or a maintenance plan shall be performed at the offeror's expense for the remainder of each plan. On-site maintenance for all plans shall cover twenty-four (24) hour a day, seven (7) day a week.	<input type="checkbox"/> Yes <input type="checkbox"/> No

23.2	Offeror service personnel must be on site within eight (8) hours of request for service (8 hours response time).	<input type="checkbox"/> Yes <input type="checkbox"/> No
23.3	The offeror must have sufficient personnel to respond to multiple maintenance problems at the same time.	<input type="checkbox"/> Yes <input type="checkbox"/> No
23.4	The offeror shall be responsible for a post-warranty bi-annual preventive maintenance program to maintain the level of service proposed. The County shall approve the preventive maintenance program schedule and shall be notified seventy-two (72) hours prior to any proposed scheduled maintenance.	<input type="checkbox"/> Yes <input type="checkbox"/> No
23.5	Plans must include all system maintenance software updates and upgrades for the length of the plan.	<input type="checkbox"/> Yes <input type="checkbox"/> No
23.6	If post-warranty maintenance plan repairs cannot be corrected on site, and the component requiring the repair is crucial to the operation of the system, the offeror must supply a replacement or loaner component which is functionally equivalent at no charge to maintain the system while warranty repairs are being completed.	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>24.</b>	<b>TRAINING</b>	<b>COMPLY</b>
24.1	A training plan should be provided for the administrator role, end user training, and “train the trainer” sufficient to bring staff at each location to a functional level of system operation. Training will be provided to KCSO, the Prosecutor’s Office, and assigned Information Services staff.	<input type="checkbox"/> Yes <input type="checkbox"/> No
24.2	The offeror shall provide training and manuals for all equipment and system operation immediately following system installation.	<input type="checkbox"/> Yes <input type="checkbox"/> No
24.3	Training for equipment and system operation shall be included in the price of the equipment. The offeror shall provide all training materials in hard and soft copy.	<input type="checkbox"/> Yes <input type="checkbox"/> No
24.4	The cost of the training shall be included in the proposal.	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>25.</b>	<b>FULL OPERATIONAL STATUS</b>	<b>COMPLY</b>
25.1	Full operational acceptance is when the equipment is installed by the offeror, the equipment is in good working order and is made operational in accordance with the specifications and the equipment is accepted by the County.	<input type="checkbox"/> Yes <input type="checkbox"/> No
25.2	Full operational acceptance for each site shall be confirmed in writing by the Contract Representative.	<input type="checkbox"/> Yes <input type="checkbox"/> No
25.3	Full operational acceptance shall be determined by:	<input type="checkbox"/> Yes <input type="checkbox"/> No
25.4	Demonstration of the installed system to the satisfaction of each department.	<input type="checkbox"/> Yes <input type="checkbox"/> No
25.5	Training of County personnel to operate the system effectively is completed.	<input type="checkbox"/> Yes <input type="checkbox"/> No
25.6	Site personnel shall be provided with a graphic “step-by-step” instructional manual illustrating the recording, finalizing, and downloading process.	<input type="checkbox"/> Yes <input type="checkbox"/> No

25.7	Output line level (0 db. @ 10000hms)	<input type="checkbox"/> Yes <input type="checkbox"/> No
25.8	Current drain 4 ma, supply voltage 12vdc	<input type="checkbox"/> Yes <input type="checkbox"/> No
25.9	Output impedance 600ohms unbalanced	<input type="checkbox"/> Yes <input type="checkbox"/> No
25.10	Microphone housing high impact ABS	<input type="checkbox"/> Yes <input type="checkbox"/> No
25.11	Dimensions 4" diameter x 1" H, weight 0.5 Lb.	<input type="checkbox"/> Yes <input type="checkbox"/> No
25.12	DVR with DVD-R Recorder integrated with a minimum 1TB HDD	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>26.</b>	<b>DIGITAL VIDEO RECORDER</b>	<b>COMPLY</b>
26.1	DVR/DVD-R Unit must be capable of writing DVD's which can be played back in commercially available DVD players and multimedia PCs with DVD players or have the ability to share cloud stored recordings.	<input type="checkbox"/> Yes <input type="checkbox"/> No
26.2	1 TB built in HDD with a minimum 200 hours of recording capacity in extended play mode.	<input type="checkbox"/> Yes <input type="checkbox"/> No
26.3	Minimum of 6 hours of DVD recording time in EP mode on 4.7 GB discs.	<input type="checkbox"/> Yes <input type="checkbox"/> No
26.4	High speed copying from HDD to DVD-R disc.	<input type="checkbox"/> Yes <input type="checkbox"/> No
26.5	Disc Backup, 10-bit/ 54MHz Video DAC, 24-bit/ 192kHz Audio DAC	<input type="checkbox"/> Yes <input type="checkbox"/> No
26.6	Any DVR tuner must be capable of processing an NTSC signal.	<input type="checkbox"/> Yes <input type="checkbox"/> No
26.7	1 Optical Digital Output.	<input type="checkbox"/> Yes <input type="checkbox"/> No
26.8	2 S-Video Inputs/Outputs.	<input type="checkbox"/> Yes <input type="checkbox"/> No
26.9	2 A/V Inputs/Outputs.	<input type="checkbox"/> Yes <input type="checkbox"/> No
26.10	Front: (1 A/V Input, 1 S-Video Input, 1 DV-Input)	<input type="checkbox"/> Yes <input type="checkbox"/> No
26.11	Component Video Output (DVD, Video CD).	<input type="checkbox"/> Yes <input type="checkbox"/> No
26.12	Remote Control unit.	<input type="checkbox"/> Yes <input type="checkbox"/> No
26.13	DVR with DVD-R Recorder integrated with a minimum 1TB HDD	<input type="checkbox"/> Yes <input type="checkbox"/> No

Bidder's Signature (*Authorized Representative*): \_\_\_\_\_

Print Name and Title of Signer: \_\_\_\_\_

Dated this \_\_\_\_ day of \_\_\_\_ 20 \_\_\_\_