

City of Lynchburg  
Procurement Division  
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**Addendum for Request for Proposal  
LCS Security Camera System at E.C. Glass High School**

**13-843**

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Date: 05/24/2013  
From: Lisa Moss, Buyer VCA  
RE: Addendum No. 2

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This Addendum supplements and amends the original Plans and Specifications and shall be taken into account in preparing proposals and shall become a part of the Contract Documents. The Offeror shall indicate receipt of this Addendum and all previously issued Addenda on the Title Page.

1. Are all the cameras being replaced?  
**Vendors can plan on reusing analog cameras but many no longer work for one reason or another. Vendors would be responsible to determine which are reusable. The DVR's will need to be replaced. The Schools are looking for IP System that can be integrated with other schools.**
2. How are the schools linked?  
**MAN and GIG between Buildings.**
3. Who is responsible for the switches?  
**City Schools IT will provide switches.**
4. Type of switches used ?  
**Cysco POE**
5. Do you currently have data storage?  
**No**
6. What is the server or desktop standard currently?  
**Dell or HP**
7. How many people monitor the system daily or it is just event based?  
**The new system should allow for daily and event based monitoring, especially for identified hot spots.**
8. **Proposals are to provide best plan for location of cameras and meet the overall objectives of the school to highlight identified hot spots in the school as pointed out in the Mandatory Pre Proposal Meeting.**
9. Is there a specific budget for this project?  
**The City does not release that information.**
10. Can a proposer submit more than one proposal?  
**Yes, you must meet all requirements for both proposals.**
11. How many cameras are there on the milestone system currently?  
**62**
12. Who monitors the Milestone System?  
**LCS IT and local school staff.**
13. Does Sonitrol monitor all the systems currently at EC Glass?  
**Only Alarm. They currently do not provide access control at this site.**

14. How do you want to address the dead space under the stairwells?  
**This can be added to the proposal as an option but is not mandatory.**
15. A final walk through will be held on Wednesday, May 29<sup>th</sup> at 3:00 p.m at E. C. Glass H.S. 2111 Memorial Avenue Lynchburg, VA. This is an OPTIONAL walk through. However, any vendors wishing to attend this walk through must arrive no later than 3:00 p.m. in order to participate in the walk through. All vendors must have been in attendance when the original Mandatory pre-proposal conference was held and they must present ID when arriving and sign in before they can proceed with the walk through.
16. Are there CAD drawings for this project?  
**No**
17. Are the stairwells EMT or Raceway?  
**Ceilings are accessible since they are a hung ceiling. If something has to be done on the walls, wire mold is preferred.**
18. Are you replacing the existing RAC system?  
**No, it can be reused.**
19. Is there above ceiling access in the Senior Lounge?  
**There is access to the ceiling above the senior lounge. It will involve fishing the wire as was done during the renovation.**
20. What is average amount of people in the Senior Lounge at any given time?  
**Estimated at approximately 50 people**
21. What is the degree of lighting in the building at night?  
**Every other light is turned off**
22. Will there need to be exterior cameras on the patio by the cafeteria?  
**Yes, we want one camera on the patio.**
23. Are there network closets accessible?  
**Yes**
24. Will LCS provide POE Switches?  
**Yes**
25. Will the vendor need to provide Patch Panels?  
**No, LCS will provide them.**
26. **There will need to be a camera placed outside the Drama room.**
27. **There will need to be a camera placed in the auto shop to monitor the bay.**
28. When the renovations were done to EC Glass, did it involve removal of plaster?  
**The plaster ceiling in the senior lounge is the original. There are access holes that were cut during renovation in the stairway going up to the control room on the 4th level.**
29. Who will be responsible for any wall damage due to anchor holes etc?  
**LCS will be responsible for reasonable damage caused from the removal of existing cameras. Any excess damage due to negligence will be the responsibility of the vendor.**
30. Will a camera need to be placed on the lunch line?  
**Yes, a total of two. One for each side.**
31. Will the timeline for completion of work be interrupted by Summer School programs?  
**No**
32. **All cameras placed inside the gym will need to be protected by cages.**
33. **There is a bathroom outside of the gym. It is not necessary to place a camera in this area.**
34. **On a daily basis E. C. Glass houses approximately 1200 students and staff.**
35. Will there be any issues with the firewall penetration due to renovations?  
**No. The vendor is to make sure if they have to drill in a firewall that it gets a sleeve and is fire caulked when completed.**
36. How many elevators are there in the building?

37. Are the Ceilings Plenum?

**The ceiling is a return air plenum.**

38. The WiFi in the building. Will this be an open or closed network? Can cameras be run off of the wifi? Will vendors have access to the wifi?

**No, wireless is not an option. A separate VLAN will be provided and a POE port on a network switch.**

39. There is to be no video traffic on the wireless network.

40. There is no cable tray above the ceilings.

41. Are there any network initiatives?

**No**

42. The School is open to any proposals; however they prefer to avoid PTZ cameras.

43. An optional camera can be placed at the Lynchburg Beacon of Hope entrance. This is optional and not required and should be listed as such.

44. An optional camera can be placed at the Main entrance of the building. This is optional and not required and should be listed as such.

45. A camera is required at location 1PS2 to cover the staff parking lot.

46. During the walk thru at E.C. Glass High School on Monday a question was asked about using wireless cameras. Mr. Childress responded that wireless cameras are not to be used. Currently all of your existing cameras on the Athletic Field are wireless with no raceway access.

Will it be permissible to go back with wireless devices on the Athletic field only?

**Yes for the Athletic field only, vendors will have to use wireless cameras. The existing cameras may also be used with the new system.**

47. It is understood that this contract will require the provision of cable from the various camera locations to the network switches in the existing wiring closets in the building. Would the City like for those cables to be terminated on patch panels in those closets?

**Yes, all new cables must be at minimum cat5E and will be terminated on existing patch panels. If new patch panels are needed LCS will provide it.**

48. Will the City also be responsible for the network connectivity between the various wiring closets (Switches) and the Main closet located on the first floor (Room C101)? If so, please describe the type of connectivity to be provided

**All closets are already connected either through fiber or copper terminations.**

49. Will the City be responsible for the provision of the required equipment racks or should those racks be included in the scope of this project?

**If the current racks will not be sufficient, to meet the needs of the proposed plan, the offeror will need to provide equipment rack.**

50. Please provide the correct number of existing cameras on the current system.

**The current system has 57 cameras**

51. Will plenum-rated cable be required?

**Yes plenum is required.**

52. It was mentioned that there should be sleeves through firewalls that can be used for this project. Because there was some doubt that those sleeves were available throughout the facility, would the City be responsible for the provision of sleeves through firewalls where none currently exist?

**No, the selected vendor will be responsible for the provision of sleeves and meeting all codes.**

53. The Scope of Work states “Proposed video surveillance system must be able to view up to 16 images on a single display with at least a resolution of 1024X768”. If this is a requirement for the provision of a monitor for the proposed CCTV system, please state the size monitor required and the planned installation location of the monitor. If no monitor is required within the scope of this contract, please so indicate?

**No, a monitor is not required.**

54. Does the City want a UPS system installed in the Main closet to support the NVR equipment? If so, what duration of support is required? Also, will UPS systems be required in the various wire closets to support the switches in those closets?

**Yes, a UPS should be included as part of the proposal and should keep the equipment running for a minimum of 30 minutes after power loss.**

55. All cameras must be tamper resistant.

56. All school buildings and LCS property are a tobacco-free zone. Smoking of cigarettes, cigars, pipes or the use of any tobacco products is not allowed.

57. There will be absolutely no interaction (verbal, visual or physical) between workers and students and or LCS faculty. Violators will be permanently removed from the job.

58. Lynchburg City Schools does not and will not tolerate any form of sexual harassment, including but not limited to physical, verbal, implied or any other context that shall be interpreted as harassment. By submitting a Proposal, the proposer acknowledges that as a condition of any Contract awarded and prior to Notice of Award, the vendor/Contractor must certify that neither the Contractor, any employee of the Contractor, nor any other person who will provide services under the Contract and will have direct contact with students on school property during regular school hours or school-sponsored activities, have been convicted of a felony or any offense involving the sexual molestation or physical or sexual abuse or rape of a child. Vendor further acknowledges that such certification shall be binding on the vendor/Contractor throughout the term of any Contract, including renewals or extensions, thereof, and agrees to provide immediate notice to COL/LCS of any event which might render such certification untrue, including the arrest indictment, or investigation of any individual providing such services. Vendor/Contractor acknowledges that, pursuant to the Code of Virginia §22.1-296.1 (A), any person making a materially false statement on this certification, shall be guilty of a Class 1 misdemeanor.

59. Floor plans of E. C. Glass High School were requested at the Pre Proposal meeting. These drawings are being provided to the vendors that attended the Mandatory Pre Proposal Meeting but will not be listed on our website.

60. Can a drawing of network closets be provided?

**Yes, this information is included in the Drawings that are being provided of the vendors that attended the Mandatory Pre Proposal Meeting.**

61. The deadline for submission of questions has been extended to Thursday May 30<sup>th</sup> at 2:00 p.m. All questions must be received by this time in order to be addressed on the final addendum.