



**REQUEST FOR PROPOSALS
DESIGN AND INSTALLATION SERVICES
FOR THE**

COMMUNITY CENTER SECURITY CAMERAS

Project No. CR23005

Issued by:

City of Stockton

Public Works Department

22 E. Weber Avenue, Room 301

Stockton, CA 95202

Date Issued: Monday, April 10, 2023

Non-Mandatory Job Walk:

8 AM on Wednesday, April 12, 2023 & 8 AM on Thursday, April 13, 2023

Written Questions Due: Monday, April 24, 2023

Date Proposals Due: Monday, May 8, 2023, by 3:00 PM

LATE SUBMITTALS WILL NOT BE ACCEPTED

1.0 INTRODUCTION

The City of Stockton (City) is requesting proposals from qualified firms to provide professional services to prepare plans, estimate and provide installation services for the **Community Center Security Cameras, City Project No. CR23005**.

2.0 BACKGROUND

Various City of Stockton community centers and sports complexes have outdated security cameras systems that may not be functioning properly. Vandalism to these facilities has resulted in costly damage and the need to increase security at indoor and outdoor locations of these centers.

3.0 PROJECT DESCRIPTION

This project will install security cameras inside and outside at each Community Center listed below. Ideally, security cameras will be viewed by community center staff with outdoor cameras monitored by community center staff, security vendors and the Stockton Police Department. See **Attachment A**, Vicinity Map, for project locations.

1. Arnold Rue Community Center – 5758 Lorraine Ave, Stockton, CA 95210
2. Oak Park Senior Center – Oak Park, 730 E Fulton St, Stockton, CA 95204
3. Seifert Community Center – 128 W Benjamin Holt Dr, Stockton, CA 95207
4. Stribley Community Center – 1760 E Sonora St, Stockton, CA 95205
5. Van Buskirk Community Center – 734 Houston Ave, Stockton, CA 95206
6. Dorothy L Jones Center - 2044 Fair St, Stockton, CA 95206
7. Misty Holt-Singh Softball Complex - 9820 Ronald E. McNair Way, Stockton, CA 95210
8. Louis Park Softball Complex - 3121 Monte Diablo Ave, Stockton, CA 95203
9. Stockton Soccer Complex - 10055 CA-99, Stockton, CA 95212

4.0 SCOPE OF WORK

Proposers shall provide design and installation services leading to the completion of project and other deliverables as identified in this RFP for the desired improvements.

Proposers shall prepare a detailed scope and services based, in part and at the minimum, on information presented in this RFP. Proposers shall provide a cost proposal (separate sealed envelope) and anticipated schedule, which accomplishes the objectives of the project. It is anticipated that the contract will be awarded to the selected firm tentatively in **August 2023**. The selected firm will provide, but not limited to the following services:

- Evaluate any existing security cameras and recommend indoor and outdoor locations in and around the city community centers listed in this RFP to determine the most effective camera placement.
- Prepare floor plans of the camera locations and wiring diagrams for each community center.
- Provide and install all hardware and accessories including but not limited to:
 - CCTV system that is modern *robust* and compatible with existing city network.
 - Security cameras that meet industry standards for resolution and low light conditions.
 - All cabling and wiring that meets all building and fire codes.
- Configure, program, and provide training for newly installed camera equipment and programming.
- Provide up to six months of onsite data storage of security footage.
- Provide a one-year warranty on the installation of all components and devices.
- Provide an annual support option for maintenance and repair of the system.

A non-mandatory job walk will take place on the following days below. There will be a sign in sheet at the meeting sites to be filled out by participating Contractors.

Day 1

Proposers shall meet in front of the Van Buskirk Community Center on **Wednesday, April 12, 2023, at 8:00 a.m.** at 734 Houston Ave, Stockton, CA 95206. Parking is available for all sites.

The job walk will visit the following sites in this order:

1. Van Buskirk Community Center
2. Dorothy L. Jones Center
3. Stribley Community Center
4. Louis Park Softball Complex
5. Oak Park Senior Center

Day 2

Proposers shall meet in front of the Seifert Community Center on **Thursday, April 13, 2023, at 8:00 a.m.** at 128 W. Benjamin Holt Dr., Stockton, CA 95207. Parking is available at all sites.

The job walk will visit the following sites in this order:

- 1) Seifert Community Center
- 2) Arnold Rue Community Center
- 3) Misty Holt-Singh Softball Complex
- 4) Stockton Soccer Complex

Proposers will be required to provide their own transportation to each site. During the job walk, the project manager will show the group around the building. Fifteen (15) minutes will be the average time spent at each site (at the discretion of the project manager) before the group moves on to the next location on the list in numerical order. The project manager will meet the group at the front entrance of each building, in the order listed above, and will wait up to 5 minutes after meeting time before moving the group into the building.

Please contact Jessie Garcia at (209) 937-8410 or jessie.garcia@stocktonca.gov if you have questions about the job walk.

4.1 As-Built Drawings

The selected firm will prepare as-built drawings to document changes during installation.

5.0 PROJECT GENERAL INFORMATION, PROPOSAL REQUIREMENT & EVALUATION

5.1 Proposal Submissions

Proposals shall be submitted no later than 3:00 PM on Wednesday, May 8, 2023, to:

CITY OF STOCKTON
ATTN: JESSIE GARCIA
22 E. WEBER AVENUE, ROOM 301
STOCKTON, CA 95202

The proposal should be firmly sealed in an envelope which will clearly be marked on the outside with “**COMMUNITY CENTER SECURITY CAMERAS**” for the City of Stockton (**Project No. CR23005**). Late Proposals will not be accepted. **The cost proposal must be in a sealed envelope separate from the proposal.** Also, an electronic copy of the proposal should be emailed to Nguyet Pham at Nguyet.Pham@stocktonca.gov and Jessie Garcia at

Jessie.Garcia@stocktonca.gov. This electronic submittal should **not** include the cost proposal.

5.2 Acceptance or Rejection of Proposal

The City reserves the right to negotiate an agreement with the firm submitting the highest-ranking proposal. Also, the City reserves the right to reject any and all proposals or to waive any irregularity in a proposal if it is deemed to be in the best interest of the City. Failure to submit all the requested information could be grounds to reject the proposal. The city at its discretion can award either all or partial sites listed.

5.3 Proposal Questions and Requests for Clarification

Any question or request for clarification shall be submitted in writing to:

Jessie Garcia at Jessie.Garcia@stocktonca.gov
CC: Dawn.Clement@stocktonca.gov

Requests for clarification shall be submitted at least seven (7) calendar days prior to the proposal due date. If a response warrants an addendum to the RFP, such addendum will be posted on Bid Flash at least two days prior to the proposal due date. It is the proposer's responsibility to check the website for any addendums or response to questions.

The website address is as follows:

<http://www.stocktonca.gov/services/business/bidflash/pw.html?dept=Public Works>

5.4 Proposal Requirements

The body of the technical proposal shall not exceed five (5) double-sided pages (8 ½" x 11") with a minimum font size of 12, with each page numbered. Proposer shall submit six (6) bound sets of the proposal and an electronic pdf copy of the proposal. The maximum allowable length is exclusive of any folder, cover, section dividers, and separate sealed cost proposal. Submitted proposal shall become property of the city. **Late submittals or submittals of additional information after the due date will not be accepted.**

5.5 Proposal Evaluation

The selection process will follow the anticipated timeline shown below:

<u>Event</u>	<u>Date</u>
Advertise request for proposals	April 10, 2023

Non-Mandatory Job Walk	April 12 & 13, 2023
Written Questions submitted by	April 24, 2023
Response to Written Questions	May 1, 2023
Proposals Due	May 8, 2023
Negotiations	May 29, 2023
City Council Approval	August 2023

The dates listed above are tentative. Proposals will be evaluated by the criteria presented in **Attachment B**, Evaluation Scoring Sheet.

ATTACHMENTS:

- Attachment A – Vicinity Map**
- Attachment B – Evaluation Scoring Sheet**