



**ADDENDUM NO. 2
ACCESS CONTROL AND ALARM SYSTEM
PROPOSAL CLARIFICATIONS AND ADDITIONS**

December 12, 2018

TO ALL RFP HOLDERS AND PROJECT WALK ATTENDEES:

The following offers clarifications to the RFP referenced above and addresses questions raised during the project walks. The information below will be incorporated into the RFP per this Addendum.

Clarifications:

1. The Access Control and Alarm System RFP is a separate project from the Security Video Surveillance System Solution and Installation RFP, and shall be bid and priced apart from each other.
2. The City is requesting a comprehensive design / build proposal. All work associated with the contractor's proposal will be evaluated independent of the costs.
3. Based on research of the current City's network infrastructure, the current network capacity can support the requested access control and alarm system at the Community Center, City Hall and the Police Department. City Yard has commercial fiber wiring to City Hall via Time Warner and Walker Well will require network infrastructure building beyond what is currently in place.
4. Conduit is to be installed where necessary.
5. The contractor is to provide recommendations based on the project walk and the maps provided, locations of any and all electrical boxes necessary to install the access control and alarm system for each facility.
6. Currently, Walker Well does NOT have connectivity to Police Dispatcher nor the IT Center at City Hall. In the proposal, the contractor shall include recommendations providing connectivity to the City Hall IT Center and monitoring at Police Dispatch (e.g. fiber optic conduit, radio towers, etc.) The City does NOT have a preference of connectivity and proposals will be evaluated independent of costs.
7. All existing alarming equipment shall be removed.
8. The contractor shall include a map of motion sensor coverage, similar to the attached maps, with the proposed sensors, doors with contact alarms, and doors with key card access. Glass break alarms are NOT to be included.
9. The contractor shall connect all alarm notifications directly to the Police Dispatch.
10. Connectivity between the facilities is defined in the attached maps. Briefly, each facility is, except for Walker Well, connected via fiber optic to the City Hall IT Center. The current bandwidth is able to support the requested access control and alarm improvements for the Community Center, City Hall and the Police Department. City Yard has commercial fiber wiring to City Hall via Time Warner and Walker Well require network infrastructure building beyond what is currently in place.
11. Each facilities' IT center, closet or shelving maybe redesigned as deemed necessary.
12. In the proposal, the contractor shall include the required climate control for each facilities' IT center, closet, or shelving.
13. The contractor shall design a system for management at each site with alerts to Police Dispatch.
14. Fire alarm integration is NOT to be included in the proposal.
15. Door crash bars are NOT to be included in the proposal.
16. In the proposal, the contractor shall describe the equipment and design of the door contact alarms and key card access technology.
17. All key card access controlled doors shall include manual key override.
18. Based on the proposed key access control equipment proposed, the contractor shall also include

recommendations for a key card development system, including hardware and software. Cost of equipment and software are NOT to be included in the proposal.

Various Questions:

- 1. Are any bonds required on this project?**
No, performance bonds will not be required.
- 2. In the RFP, a statement that bidders are to accept all terms of the sample Professional Service Agreement when submitting a bid. Will the City discuss or negotiate items with the contractor's legal department?**
No substantive changes will be considered to the Professional Services Agreement. Minor changes can be submitted for consideration.
- 3. What is the final day for questions to be submitted?**
The final day to submit questions is December 17, 2018. All questions following this addendum must be submitted in writing.
- 4. Will electronic proposals be accepted?**
Per the RFP, proposal submissions require two (2) hard copies and one (1) electronic delivered to the Community Services office.
- 5. Does the Police Department's armory door need a card reader or access control?**
No.
- 6. Do proposals need to be submitted in CAD file format?**
CAD quality drawings in PDF format will be accepted.
- 7. Will the City require ID badging capabilities with the access control system?**
Yes. The proposal shall include a recommendation for a badging system (i.e. software and card making equipment) that will replace the City's current ID cards.
- 8. Does the City want the ability to arm/disarm separate areas of any of the buildings?**
Only at the Community Services Center. All other locations shall include a complete arm/disarm alarm, with the exception of the Police Department which will NOT include an alarm system in this project's Scope of Work.
- 9. How will the alarm systems be operated? Should it arm/disarm on a schedule or operate on a first person in, last person out system? Does the City need to be able to do this remotely?**
The alarm system shall be operated on a first person in, last person out design, with an alarm scheduling option. Remote alarming will be considered.
- 10. What type of sounders does the City prefer for the alarm systems? Interior / exterior sirens, strobes, exterior bells or local sounders?**
Exterior sirens and strobes shall be included at all facilities, except the Police Department. Interior sirens and strobes are NOT necessary.
- 11. Is the City considering emergency exit doors in this RFP?**
No.

12. How many proximity credentials are required?

Between 130 and 150.

13. What proximity credentials format or keyless access system is the City considering? Key card? Key Fobs? Smartphone?

The City is requesting a key card access system with a recommendation for a card development system to be administered by the City. Recommendations for the key card development shall include card printing equipment and design software for Windows 10. A smartphone access option will be considered.

14. Will the City consider a cloud-based solution rather than a traditional server on premise solution?

Yes, cloud-based solutions will be considered. The proposal must provide all specifications and costs associated with the solution for a minimum of 3 years.

15. Were we to install any alarm system or access control devices at the Walker Well?

Yes, proposal shall include an alarm system at Walker Well. (See maps page 8 for details)

16. Will the alarm alerts / signals go to the Police Dispatch directly?

Yes, all alarms shall be linked to the Police Dispatch Center.

17. Does the Police Department currently have the central station receiving equipment needed to pull the alarms in?

No.

18. Is the City looking for the contractor to provide 24/7 monitoring and notify City staff or police per a protocol?

No, the City is requesting a system independent of third party assistance.

19. Does the City have a locksmith on staff who could provide the electrified locking hardware for the card reader doors? If not, should the proposals provide these costs?

The City does NOT have a locksmith on staff. All hardware work required for installation shall be borne by the awarded contractor / company. All costs associated with subcontractors shall be explained in the proposal.

20. Are there union requirements for this project?

The City does NOT have union requirements for this project. However, the awarded contractor must adhere to the prevailing wage requirement to complete this project.

21. Are there any liquidated damages as a part of this project?

No.

22. Will City staff need training at each site?

Yes.

23. Will the existing wireless equipment be sufficient? If so, is it currently working properly? If not, will a new wireless backhaul solution be required?

The current equipment is not operable. The contractor shall include new equipment with in the solution proposal.

24. What bandwidth is recommended?

At or above 1 Gbps.

25. In regards to switches, does the City have a chosen brand?

Recommended: HP 4200 Series 1 GB PoE (min. 24 port).

26. Is the existing fiber multimode or single mode or a combination of the two?

The City's current multimode fiber infrastructure connects City Hall, Police Department, and the Community Center. The current system usage may not be able to sustain the solution being requested.

27. Are there any drawings that show the fiber plant currently being used?

No.

28. Are there available fibers (dark strands)?

No additional strands have been identified.

29. Is there a recommended radio frequency? Are there radio frequencies to avoid (e.g. emergency communication, City police radios, County / State emergency communication lines, etc.)?

All commercial frequencies are viable for use.

30. Does the City require transmission of alarm signals to utilize POTS lines (analog phone lines) or via network communication (LAN)?

All alarm signals shall utilize Local Area Network (LAN) connections.

31. Is the City considering a back-up transmission system, radio or cellular, to transmit in the event the primary communication method is down?

No.

32. What lengths of extended warranty service is the City seeking?

Minimum 3 years for all equipment.

33. Is wireless alarm equipment an option?

Yes.

34. What levels of access control, alarming, and intrusion detection is the City looking to achieve at each facility?

The City is requesting following intrusion detection at:

- i) Community Services Center (7821 Walker)
 - (1) Access control doors on three (3) doors.
 - (2) Alarm contact doors on the rest, NOT including the public restrooms. (17 doorways)
 - (i) Existing equipment shall be replaced.
 - (3) Motion detectors throughout the buildings in rooms with windows. (See maps page 2)
- ii) Police Department (7792 Walker)
 - (1) Access control doors on two (2) doors from the exterior and two (2) card in, card out doors in the holding cell corridor doors.
 - (2) No alarm system is to be installed.
- iii) City Hall (7822 Walker)
 - (1) Access Control Doors on three (3) exterior doors.

- (a) One (1) door is to be have accessibility without card swipe during office hours. (See maps page 7)
- (2) Access control doors on two (2) interior doors.
- (3) Alarm contact door at the front sliding door entrance.
- (4) Motion detectors throughout the buildings in rooms with windows. (See maps page 7)
- iv) Walker Well (6800 Walker)
 - (1) Contact alarm doors on the roof access hatch and booster station door. (See maps page 8)
 - (2) Motion detectors in each building / rooms.
- v) City Yard (8415 Meadowlark)
 - (1) Access control doors on one (1) door.
 - (2) Alarm contact doors on ten (10) doors. (See maps page 10)
 - (a) Existing contact door alarms shall be replaced.
 - (3) Laser trip wire alarms shall be installed as drawn on the map, page 10.
 - (4) Motion detection alarms as defined on the maps, page 10.

35. Does the video system design need to be integrated with the access control system?

No.

36. Does the alarm / intrusion system need to be integrated with the access control system?

Yes.

37. Does the Police Department require PREA compliance?

No.

38. Should the proposal include patch panels and patch cables as needed?

Yes.

39. Will there be additional project walks administered prior to the proposal deadline?

No additional project walks will be consider at this time.

40. Will the proposal deadline be extended past January 3, 2019?

No.

Should there be additional questions, please contact Management Analyst Joseph Cisneros by email at josephc@cityoflapalma.org.

Attachment: Facility Maps and Aerials

Please sign below and attach this "ACKNOWLEDGMENT OF RECEIPT", Addendum No. 2 with your proposal submittal documents. Thank you for your cooperation.

Sincerely,



Mike Belknap
Community Services Director

ACKNOWLEDGMENT OF RECEIPT: Addendum No. 2

Company Name

Date

By _____
Signature