



City of Tacoma

Media & Communications/TV Tacoma

ADDENDUM NO. 3

DATE: 10/05/2022

REVISIONS TO:

**Request for Proposals Specification No. CM22-0266F
Security System Design and Installation**

NOTICE TO ALL PROPOSERS:

This addendum is issued to clarify, revise, add to or delete from, the original specification documents for the above project. This addendum, as integrated with the original specification documents, shall form the specification documents. The noted revisions shall take precedence over previously issued specification documents and shall become part of this contract.

REVISIONS TO THE SUBMITTAL DEADLINE:

The submittal deadline has been changed to 11:00 a.m., Pacific Time, Tuesday, November 1st, 2022.

REVISIONS TO THE SUBMITTAL PACKAGE:

Replace Appendix A in full with updated Appendix A. Map provided must be returned with markings to show proposed camera, motion sensor, and glass sensor placement on EACH floor, both internal and external. A more detailed map is not provided due to security concerns – but the same map can be used for each floor. Please clearly mark which floor the map depicts. (Ex. Ground floor, 2nd floor, 3rd floor) All items quoted are to be included under equipment on the Price Proposal page for the relevant area/system.

Replace Submittal Checklist with updated Submittal Checklist. Changes include: Specification sheets for all items quoted under equipment are to be provided as part of the submittal package. Map of proposed equipment required.

REVISIONS TO THE TECHNICAL PROVISIONS:

Replace Section 28 – Technical Provisions with the updated Section provided in this document.

REVISIONS TO THE GENERAL INFORMATION AND REQUIREMENTS:

Department is willing to schedule appointments for further walk-throughs vendors may need to assist in creating their RFP. All appointments need to be requested via email and sent to epierce@cityoftacoma.org. At this time, 8 – Noon on Wednesdays, Thursdays, and Fridays are the times most available/easiest to schedule for appointments. Other days/times may not be available for walk-throughs. No questions will be allowed, this is being offered as a follow-up for assisting in finalizing vendor proposals.

Appointments must be requested by 9am Monday, October 17th to ensure an appointment prior to the submittal deadline.



City of Tacoma

NOTE: Acknowledge receipt of this addendum by initialing the corresponding space as indicated on the signature page. Vendors who have already submitted their bid/proposal may contact the Purchasing Division at 253-502-8468 and request return of their bid/proposal for acknowledgment and re-submittal. Or, a letter acknowledging receipt of this addendum may be submitted in an envelope marked Request for Proposals Specification No. CM22-0266F Addendum No. 3. The City reserves the right to reject any and all bids, including, in certain circumstances, for failure to appropriately acknowledge this addendum.

cc: Jeff Lueders, TV Tacoma

28. TECHNICAL PROVISIONS

A. SCOPE OF WORK AND DELIVERABLES

Propose, design, and install a comprehensive security system that includes:

1. Internal (4) and External (7) Weather Resistant Fixed Security Cameras (5MP Super HD or better quality) (10+) at designated locations, covering all sides of the building/parking/roof areas/generator enclosure/Alley with internal cameras at designated location covering key entry points/garage all with recording for up to 60 days. These will be secure devices not able to be seen by the outside world and will require review and approval by the City of Tacoma IT department (as may need to be integrated to the COT corporate network). Prefer hard wired solutions but will review wireless solutions submitted.
2. Replace touch pad alarm system and wiring within the building that contacts staff upon alarm activation; Staff will have 60 or 120 seconds (or agreed upon length of time) to enter the code when entering the building to turn off the alarm system, and the same amount of time to leave the building when entering the code to set the alarm when leaving the building. Motion and broken glass sensors will be needed in front office area, rear door area, and upstairs office area.
3. Evaluate and Replace the current push button intercom/camera systems at front and back door (or match the back door to the front door system) with a system that allows MSC Staff to see (on desktop City HP Workstations which will require review and approval by the City of Tacoma IT department as these cameras will ride on the COT corporate network) who is at the front and back door and talk to them through our City of Tacoma desktop phone system and microphone/speaker at each door before deciding whether to let them into the building or not with push button access to open the door on our COT Desktop Telephone.

The City of Tacoma reserves the right to choose one, two, all three, or none of the proposed systems from the vendors who submit proposals, so they should be listed as three distinct line items on the proposal.

Accepted Vendor(s) will work with the City of Tacoma Media & Communications Office, Information Technology, and Facilities staff to design the systems and each of the 3 systems will be agreed upon and approved before accepted, purchased, and installed.

Vendors will be allowed to subcontract the wiring needs for all security devices with INSI or another approved wiring vendor. Installation of wiring will be to current code and shall be included in the design/installation price on the price proposal sheet for the applicable areas being quoted.

All intercom cameras (and potentially all video cameras) will need to be integrated into the corporate network so City of Tacoma IT Department will need to be involved to insure proper protocols and security policies are followed. City of Tacoma voice system is VOIP. All proposals must work with this type of system.

Work must be approved by the City prior to work commencing. Installation and integration of all duties as part of this contract will be completed by one year from the award of contract (September 15, 2023).

Photos of current system components below:



Front Door Intercom System

In Building Security Touch Pad




Rear Door Intercom



SUBMITTAL CHECK LIST

This checklist identifies items to be included with your submittal. Any submittal received without these required items may be deemed non-responsive and not be considered for award.

Submittals must be received by the City of Tacoma Purchasing Division by the date and time specified in the Request for Proposal page.

The following items make up your submittal package:	
One electronic copy of your complete submittals package in PDF format emailed to bids@cityoftacoma.org	
Signature Page (Appendix A)	
Price Proposal Form (Appendix A)	
State Responsibility and Reciprocal Bid Preference Information (Appendix A)	
Certification of Compliance with Wage Payment Statues (Appendix A)	
Content to be Submitted in Section 11 (11.1 – 11.10)	
References (Listed in 11.4, Form in Appendix A)	
Specification sheets for all equipment proposed	
Map of building (1 copy for each floor = 3 total – Appendix A)	
After award, the following documents will be executed:	
Services Contract	
Certificate of Insurance and related endorsements	
Payment and/or Performance Bond	

APPENDIX A

REQUIRED FORMS

Signature Page

Price Proposal Form

State Responsibility and Reciprocal Bid Preference Information

Certification of Compliance with Wage Payment Statutes

References

TV Tacoma Building Map (1 copy provided, can be used for all 3 floors. Please note floor on each page submitted. Ex: Ground floor, 2nd floor, 3rd floor)

SIGNATURE PAGE

CITY OF TACOMA MEDIA AND COMMUNICATIONS – TV TACOMA

All submittals must be in ink or typewritten, executed by a duly authorized officer or representative of the bidding/proposing entity, and received and time stamped as directed in the **Request for Proposals page near the beginning of the specification**. If the bidder/proposer is a subsidiary or doing business on behalf of another entity, so state, and provide the firm name under which business is hereby transacted.

REQUEST FOR PROPOSALS SPECIFICATION NO. CM22-0266F Security System Design and Installation

The undersigned bidder/proposer hereby agrees to execute the proposed contract and furnish all materials, labor, tools, equipment and all other facilities and services in accordance with these specifications.

The bidder/proposer agrees, by submitting a bid/proposal under these specifications, that in the event any litigation should arise concerning the submission of bids/proposals or the award of contract under this specification, Request for Bids, Request for Proposals or Request for Qualifications, the venue of such action or litigation shall be in the Superior Court of the State of Washington, in and for the County of Pierce.

Non-Collusion Declaration

The undersigned bidder/proposer hereby certifies under penalty of perjury that this bid/proposal is genuine and not a sham or collusive bid/proposal, or made in the interests or on behalf of any person or entity not herein named; and that said bidder/proposer has not directly or indirectly induced or solicited any contractor or supplier on the above work to put in a sham bid/proposal or any person or entity to refrain from submitting a bid/proposal; and that said bidder/proposer has not, in any manner, sought by collusion to secure to itself an advantage over any other contractor(s) or person(s).

Bidder/Proposer's Registered Name

Signature of Person Authorized to Enter Date
into Contracts for Bidder/Proposer

Address

Printed Name and Title

City, State, Zip

(Area Code) Telephone Number / Fax Number

Authorized Signatory E-Mail Address

State Business License Number
in WA, also known as UBI (Unified Business Identifier) Number

E.I.No. / Federal Social Security Number Used on Quarterly
Federal Tax Return, U.S. Treasury Dept. Form 941

State Contractor's License Number
(See Ch. 18.27, R.C.W.)

E-Mail Address for Communications

Addendum acknowledgement #1_____ #2_____ #3_____ #4_____ #5_____

THIS PAGE MUST BE SIGNED AND RETURNED WITH SUBMITTAL.

Vendor Name: _____

****PRICE PROPOSAL FORM****
CM22-0266F – Security System Design/Installation

Item	Equipment	Design/Installation	Extended Total
Internal & External Security Camera System	\$ _____	\$ _____	\$ _____
Touch Pad Alarm System	\$ _____	\$ _____	\$ _____
Push button Intercom/Camera System	\$ _____	\$ _____	\$ _____
Design/Install Subtotal	\$ _____	\$ _____	\$ _____
Fees	Software/Licensing	Monthly/Annual Fees	Extended Total
Internal & External Security Camera System	\$ _____	\$ _____	\$ _____
Touch Pad Alarm System	\$ _____	\$ _____	\$ _____
Push button Intercom/Camera System	\$ _____	\$ _____	\$ _____
Perpetual Fees Subtotal	\$ _____	\$ _____	\$ _____

Vendor Name:

Subtotal	Equip & Design/Install Subtotal	Perpetual Fees Subtotal	Grand Total
Internal & External Security Camera System	\$ _____	\$ _____	\$ _____
Touch Pad Alarm System	\$ _____	\$ _____	\$ _____
Push button Intercom/Camera System	\$ _____	\$ _____	\$ _____

Are you a City of Tacoma Small Business or State of Washington WMBE Enterprise Company? YES* ____ NO ____

* (If Yes – please make sure to fill out applicable documents in the Appendix listed in the Bid Submittal Checklist)

REMINDER:

Please make sure to check the Bid Submittal Checklist and the Content to be Submitted area of the RFP to make sure all applicable forms are filled out and included as well as answers to the questions listed.

Specification No. _____

Name of Bidder: _____

State Responsibility and Reciprocal Bid Preference Information

Certificate of registration as a contractor
(Must be in effect at the time of bid submittal):

Number: _____

Effective Date: _____

Expiration Date: _____

Current Washington Unified Business Identifier
(UBI) Number:

Number: _____

Do you have industrial insurance (workers' compensation)
Coverage nor your employees working in Washington?

☐ Yes ☐ No
☐ Not Applicable

Washington Employment Security Department Number

Number: _____

☐ Not Applicable

Washington Department of Revenue state excise tax
Registration number:

Number: _____

☐ Not Applicable

Have you been disqualified from bidding any public
works contracts under RCW 39.06.010 or 39.12.065(3)?

☐ Yes ☐ No

If yes, provide an explanation of your
disqualification on a separate page.

Do you have a physical office located in the state of
Washington?

☐ Yes ☐ No

If incorporated, in what state were you incorporated?

State: _____ ☐ Not Incorporated

If not incorporated, in what state was your business
entity formed?

State: _____

Have you completed the training required by RCW
39.04.350, or are you on the list of exempt businesses
maintained by the Department of Labor and Industries?

☐ Yes ☐ No



City of Tacoma

Certification of Compliance with Wage Payment Statutes

The bidder hereby certifies that, within the three-year period immediately preceding the bid solicitation date (**August 15, 2022**), that the bidder is not a “willful” violator, as defined in RCW 49.48.082, of any provision of chapters 49.46, 49.48, or 49.52 RCW, as determined by a final and binding citation and notice of assessment issued by the Department of Labor and Industries or through a civil judgment entered by a court of limited or general jurisdiction.

I certify under penalty of perjury under the laws of the state of Washington that the foregoing is true and correct.

Bidder

Signature of Authorized Official*

Printed Name

Title

Date

City

State

Check One:

Individual ☐

Partnership ☐

Joint Venture ☐

Corporation ☐

State of Incorporation, or if not a corporation, the state where business entity was formed:

If a co-partnership, give firm name under which business is transacted:

** If a corporation, proposal must be executed in the corporate name by the president or vice-president (or any other corporate officer accompanied by evidence of authority to sign). If a co-partnership, proposal must be executed by a partner.*

REFERENCES

Only bidders experienced in this type of work and with a record of successful completion of jobs of similar scope will be considered. Must provide minimum of 3 References

[illegible]

