

SUBMIT BIDS TO:	CITY OF TUSCALOOSA P.O. BOX 2089 TUSCALOOSA, AL 35403	PURCHASING OFFICE 2201 UNIV. BLVD. TUSCALOOSA, AL 35401	INVITATION TO BID										
BID TITLE License Plate Recognition System			BID NO. 5010-031522-3										
PAGE 1 OF <u>8</u> PAGES	BIDS WILL BE OPENED AT 11:00 AM ON MARCH 15, 2022 IN THE OFFICE OF THE PURCHASING AGENT, 2201 UNIVERSITY BLVD. TUSCALOOSA, AL 35401 AND MAY NOT BE WITHDRAWN FOR THIRTY (30) DAYS AFTER SUCH DATE & TIME.		ISSUE DATE 02/15/22										
 <p style="text-align: center;"><u>MAYOR</u> WALTER MADDOX</p> <p style="text-align: center;"><u>COUNCIL MEMBERS</u></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">MATTHEW WILSON</td> <td style="width: 50%;">KIP TYNER</td> </tr> <tr> <td>RAEVAN HOWARD</td> <td>JOHN FAILE</td> </tr> <tr> <td>NORMAN CROW</td> <td>CASSIUS LANIER</td> </tr> <tr> <td>LEE BUSBY</td> <td></td> </tr> </table> <p style="text-align: center;"><u>PURCHASING AGENT</u> AMANDA GANN</p>		MATTHEW WILSON	KIP TYNER	RAEVAN HOWARD	JOHN FAILE	NORMAN CROW	CASSIUS LANIER	LEE BUSBY		Vendor Information (SECTION TO BE COMPLETED BY VENDOR) <hr/> Company Name (Please Print) <hr/> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Phone Number</td> <td style="width: 50%;">Point of Contact</td> </tr> </table> <hr/> Email Address		Phone Number	Point of Contact
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GENERAL CONDITIONS OF INVITATIONS TO BID

1. PREPARATION OF BIDS

Bids will be prepared in accordance with the following:

- (a) Our enclosed Bid forms are to be used in submitting your bid.
- (b) All information required by the Bid form shall be furnished. The bidder shall print or type his name and manually sign the schedule and each continuation sheet on which any entry is made.
- (c) Unit prices shall be shown and where there is an error in extension of price, the unit price shall govern.
- (d) Proposed delivery time must be shown and shall include Sundays and holidays.
- (e) Bidder will not include federal taxes nor State of Alabama sales, excise, and use taxes in bid prices as the City is exempt from payment of such taxes. An exemption certificate will be signed where applicable upon request.
- (f) Bidders shall thoroughly examine the drawings, specifications, schedule, instructions and all other contract documents.
- (g) Bidders shall make all investigations necessary to thoroughly inform themselves regarding plant and facilities for delivery of material and equipment as required by the bid conditions. No plea of ignorance by the bidder of conditions that exist or that may hereafter exist as a result of failure or omission on the part of the bidder to make the necessary examinations and investigations, or failure to fulfill in every detail the requirements of the contract documents, will be accepted as a basis for varying the requirements of the City or the compensation to the vendor.
- (h) Bidders are advised that all City Contracts are subject to all legal requirements provided for in the Purchasing ordinance and/or State and Federal Statutes.

2. DESCRIPTION OF SUPPLIES

- (a) Any manufacturer's names, trade names, brand name, or catalog numbers used in specifications are for the purpose of describing and establishing general quality levels. SUCH REFERENCES ARE NOT INTENDED TO BE RESTRICTIVE. Bids will be considered for any brand which meets the quality of the specifications listed for any items.
- (b) Bidders are required to state exactly what they intend to furnish, otherwise they shall be required to furnish the items as specified.
- (c) *Bidders will submit, with their proposal, data necessary to evaluate and determine the quality of the item(s) they are bidding.*

3. SUBMISSION OF BIDS

- (a) Bids and changes thereto shall be enclosed in sealed envelopes addressed to Amanda Gann, Purchasing Agent, 2201 University Blvd., Tuscaloosa, Alabama 35401. The name and address of the bidder, the date and hour of the bid opening and the material or service bid on shall be placed on the outside of the envelope.
- (b) Bids must be submitted on the forms furnished. Telegraphic bids will not be considered.

4. REJECTION OF BIDS

- (a) The City may reject a bid if:
 - 1. The bidder misstates or conceals any material fact in the bid, or if,
 - 2. The bid does not strictly conform to the law or requirement of bid, or if,
 - 3. The bid is conditional, except that the bidder may qualify his bid for acceptance by the City on an "all or none" basis, or a "low item" basis. An "all or none" basis bid must include all items upon which bids are invited.
- (b) The City may, however, reject all bids whenever it is deemed in the best interest of the City. The City may also waive any minor informalities or irregularities in any bid.

5. WITHDRAWAL OF BIDS

- (a) Bids may not be withdrawn after the time set for the bid opening for a period of time as specified.
 (b) Bids may be withdrawn prior to the time set for the bid opening.

6. LATE BIDS OR MODIFICATIONS

- (a) Bids and modifications received after the time set for the bid opening will not be considered.
 (b) Modifications in writing received prior to the time set for the bid opening will be accepted.

7. CLARIFICATIONS OR OBJECTION TO BID SPECIFICATIONS

If any person contemplating submitting a bid for this contract is in doubt as to the true meaning of the specifications or other bid documents of any part thereof, he may submit to the Purchasing Agent on or before five (5) days prior to scheduled opening a request for clarification. All such requests for information shall be made in writing and the person submitting the request will be responsible for its prompt delivery. Any objection to the specifications and requirements as set forth in this bid must be filed in writing with the Purchasing Agent on or before five (5) days prior to scheduled opening.

8. DISCOUNTS

- (a) Bidders may offer a cash discount for prompt payment; however, such discounts shall NOT be considered in determining the lowest net cost for bid evaluation purposes. Bidders are encouraged to reflect cash discounts in the unit prices quoted.
 (b) In connection with any discount offered, time will be computed from the date of receipt of supplies or services or from the date a correct invoice is received, whichever is the later date. Payment is deemed to be made on the date of mailing of the check.

9. SAMPLES

Samples, when required, must be submitted within the time specified at no expense to the City of Tuscaloosa. If not destroyed or used up during testing, samples will be returned upon request at the bidder's expense, unless stated otherwise in Special Conditions or Specifications. Each individual sample must be labeled with bidder's name and manufacturer's brand name and number.

10. AWARD OF CONTRACT

- (a) The contract will be awarded to the lowest responsible bidder based upon the following factors: quality; conformity with specifications; purpose for which required; terms of delivery; transportation charges; dates of delivery.
 (b) The city reserves the right to accept and award item by item, and/or by group, or in the aggregate, unless the bidder qualifies his bid by specified limitations. Re Par.4(a)3.
 (c) Prices quoted must be FOB Destination to Tuscaloosa with all transportation charges prepaid unless otherwise specified in the Invitation to Bid.
 (d) A written award of acceptance (Purchase Order), mailed or otherwise furnished to the successful bidder shall result in a binding contract.

11. DELIVERY

- (a) Deliveries are to be FOB Destination unless otherwise specified in the Invitation to Bids.
 (b) Deliveries are to be made during regular business hours.

12. CONDITION OF MATERIALS AND PACKAGING

All items furnished must be new and free from defects. No others will be accepted under the terms and intent of this bid. All containers shall be new and suitable for storage or shipment, and price bid shall include standard commercial packaging.

13. CLAIMS

Successful bidder(s) will be responsible for making any and all claims against carriers for missing or damaged items.

14. LOCAL, STATE, AND FEDERAL COMPLIANCE REQUIREMENTS

Bidders shall comply with all local, state, and federal directives, orders and laws as applicable to this bid and subsequent contract(s).

15. PROVISION FOR OTHER AGENCIES

Unless otherwise stipulated by the bidder, the bidder agrees when submitting his bid to make available to all City agencies, departments, and in-city municipalities the bid prices he submits, in accordance with the bid terms and conditions, should any said department, agency, or municipality wish to buy under this proposal.

16. COLLUSION

The bidder, by affixing his signature to this proposal, agrees to the following: "Bidder certifies that his bid is made without previous understanding, agreement, or connection with any person, firm, or corporation making a bid for the same items and is in all respects fair, without outside control, collusion, fraud, or otherwise illegal action".

17. VARIANCE IN CONDITIONS

Any and all special conditions and specifications attached hereto which vary from General Conditions shall have precedence.

18. MINORITY / DISADVANTAGED BUSINESS ENTERPRISE PROGRAM

The City of Tuscaloosa has voluntarily adopted a Minority / Disadvantaged Business Enterprise ("MBE/DBE/WBE") Program called Tuscaloosa Builds, which is designed to encourage the participation and development of minority and disadvantaged business enterprises and to promote equal business opportunities to the fullest extent allowed by state and federal law. To learn more about this program, visit the City's website at www.tuscaloosa.com.

SPECIAL CONDITIONS

The General Conditions of Invitations to Bid and any Special Conditions stated shall be considered as part of the specifications of the bid.

Reference to brand names and numbers is descriptive, but not restrictive, unless otherwise specified. Bids on equivalent items meeting the standards of quality thereby indicated will be considered, providing the bid clearly describes the article offered and indicates how it differs from the referenced brands. Descriptive literature and manufacturer's specifications plus any supplemental information necessary for comparison purposes must be submitted with the bid or the bid on that item will be rejected. Reference to literature submitted with a previous bid or on file with the Division of Purchasing will not satisfy this requirement. The burden is on the bidder to demonstrate that the item bid is equivalent to the item specified in the ITB. Any exceptions taken to any item(s) must be fully explained in written detail on bidders' letterhead and attached to the bid when submitted.

Title fee and any factory incentives or rebates should be reflected in the total price.

Awards shall be made or contracts entered into with the lowest responsible bidder(s) meeting all specifications and terms and conditions established by the Division of Purchasing. The Division of Purchasing reserves the right to determine the lowest responsible bidder on the basis of an individual item or group of items. Delivery dates may be a factor in awards.

The issuance of a City of Tuscaloosa Purchase Order or Purchasing Card is required to constitute a contract between the vendor and the City of Tuscaloosa, which shall bind the vendor to furnish and deliver the commodities and/or services ordered at the prices, terms, and conditions quoted.

Questions concerning the bid process should be directed to Amanda Gann at (205) 248-5173 or agann@tuscaloosa.com (e-mail is preferred). Questions concerning Specifications should be directed to Wayne Robertson at (205) 248-4517 or wroberts@tuscaloosa.com.

Any addenda issued for this bid will be posted on the City Of Tuscaloosa website at <http://www.tuscaloosa.com/bids>. It is the responsibility of the bidder to check this page for any addendums before submitting their bid.

Bid Documents include:

1. Completed bid submission via the fillable PDF provided or typed text.
 - a. Signed and completed General Condition pages
 - b. Signed Special Conditions page
 - c. Signed Bid Submission & COVID-19 Information page
 - d. Completed and signed Specifications & Detailed Minimum Pages
 - e. Any necessary literature and/or specifications outlined in this document
 - f. Any additional information, forms, or documents that is detailed in this document
 - g. Completed and signed Bidder's Response Form
 - h. When applicable, completed and signed Addendums
2. Provide completed certified W9, which a template can be found at <https://www.irs.gov/pub/irs-pdf/fw9.pdf>.
3. Vendor must submit an original bid and one complete copy or the bid may be rejected.

NOTE: Sheet(s) submitted without Company Name & Signature WILL NOT be considered for bid award.

BID SUBMISSION & IMPORTANT COVID-19 INFORMATION

Electronic Submissions

Submission of the bid documents as .pdf files can now be done at www.centralbidding.com. For any questions about the electronic bid document submission process, please contact City of Tuscaloosa Purchasing or Central Bidding at 225-810-4814 or support@centralbidding.com.

Submitting Bids by Mail/Package Carrier

Bidders who submit bids by mail or package carriers should do the following:

1. Correctly label the outer envelope as instructed in this bid document to insure proper identification and delivery to Purchasing.
2. Use a shipping method that includes tracking information and an estimated delivery time. USPS standard mailing without tracking is not recommended.
3. Do not wait until the last minute. Allow at least a day's cushion in case deliveries are delayed unexpectedly.

Bid submissions shall be submitted in a sealed envelope and addressed to:

Amanda Gann, Purchasing Agent, 2201 University Blvd., Tuscaloosa, AL 35401.

The name and address of the bidder, the date and hour of the bid opening and the Bid Title shall be placed on the outside of the envelope. Failure to properly address and label sealed envelope may result in bid rejection.

Note: Keep in mind that the City is not responsible for deliveries from mail/package carriers that are delivered after the bid deadline.

Submitting Bids by Hand

Bidders submitting bids by hand must enter at the City Hall complex entrance located on the 4th level of the City's Intermodal Facility parking deck; the entrance to the deck is located on 7th Street beside Government Plaza. Bidders are to turn in bids to the security guard on duty at the desk. Security will notify Purchasing that a bid has been turned in.

Bid submissions shall be submitted in a sealed envelope and addressed to:

Amanda Gann, Purchasing Agent, 2201 University Blvd., Tuscaloosa, AL 35401.

The name and address of the bidder, the date and hour of the bid opening and the Bid Title shall be placed on the outside of the envelope. Failure to properly address and label sealed envelope may result in bid rejection.

Note: Masks/face coverings may be required for entry into areas inside City Hall.

Bid Opening & Potential Date Change

If bidders choose to attend the bid opening, only one representative per bidder will be allowed to attend. All attendees shall be healthy and display no symptoms of sickness. Social distancing of at least six (6) feet shall be maintained. Face coverings that fully cover the nose and mouth will be required while in certain areas of all City-owned/operated facilities.

Circumstances related to COVID-19 may warrant a change to the bid opening date. Any such date change will be published in an addendum and posted on our City's website at <https://www.tuscaloosa.com/bids>.

Bidders are advised to check this web page for any addendums prior to submitting their bids.

Preliminary bid tab will be posted on the city's website once available at <https://www.tuscaloosa.com/bids>.

SPECIFICATIONS

It is the intent of these specifications to describe the general description of the characteristics and performance expected of the proposed system. The proposed system is to include all cameras, mounting hardware, computer hardware, software, accessories, labor and equipment necessary to provide a turnkey installed system.

These specifications are describing and stating the minimum requirements needed for the equipment to perform necessary functions and tasks for various City departments.

The City intends to make an initial purchase of **six (6)** of these LPR camera systems. Additionally, the City reserves the right to purchase additional quantities of the awarded items for a period of 180 days after bid award date.

DETAILED MINIMUM SPECIFICATIONS

Bids submitted that do not meet all of these minimum specifications, or equal to, are subject to bid rejection. Bidders stating equal to must provide documentation to support their statement. Bidder shall choose either "YES" or "NO" for each specification item listed below by placing a check mark in the appropriate box. This form must be correctly completed and returned in order to constitute a valid bid. Failure to do this will subject your bid to rejection. ALL NO ANSWERS MUST BE FULLY EXPLAINED ON BIDDER'S LETTERHEAD.

YES	NO	Line Item	Specifications
			Hardware Specifications
		1.	The Cameras must be small and light weight enough to attach to a 2021 Chevrolet Tahoe so as not to obstruct or otherwise hinder visibility. Mounting bracket shall be furnished by the vendor.
		2.	Vendor shall also be capable of providing brackets for trunk lid mounts. These brackets must easily allow for rotation, tilt, and yaw adjustments.
		3.	The system must be comprised of Infrared (IR) Cameras for effective license plate image capture in a variety of weather and lighting conditions.
		4.	The cameras must be capable of producing multiple license plate images with varying flash, shutter and gain settings to ensure a high quality image regardless of weather or lighting conditions.
		5.	Cameras must be capable of scanning licenses plates of passing cars in seconds.
		6.	Camera to include at a minimum: Camera processor, cable/connector(s), Client/server architecture, bracket mount assemblies.
			ALPR Processor
		7.	The system must provide the customer with the ability to integrate to their existing MDU (Mobile Data Unit) using Client – Server architecture in order to minimize processor usage on their existing MDU (Mobile Data Unit).
		8.	The Automated License Plate Recognition (ALPR) Processor must be capable of detecting the presence of lawfully mounted vehicle license plates in the Cameras' Field of View (FOV) for image capture from the camera.
		9.	The ALPR Processor must be designed to be trunk mounted and must incorporate an intelligent Power Supply Unit (PSU) that provides for a safe start-up and shut-down each time the vehicle's ignition is turned on and off.
		10.	The ALPR Processor must control the power supplied to the Cameras and provide video connection points for simplified system wiring.
		11.	Processor shall translate digital pictures into data, cross-reference that information with databases for wanted drivers, and relaying the information to police personnel instantaneously.
		12.	The system shall return an alarm to the operator instantaneously and provide instant feedback and direction of the suspect vehicle. Audible and visual alarms inform the officer of the vehicle's location and the infraction related to the alarm.

YES	NO	Line Item	Specifications
		13.	The ALPR Processor must be designed to meet the environmental conditions associated with a trunk-mounted unit.
			Client (In Vehicle) Software Specifications
		14.	The application software that resides in the police unit must provide for a User Name and Password as assigned by the System Administrator within the back office server software.
		15.	System Software for system administration, data analysis and data storage, data mining, reporting, mapping via Google Maps, remote alerting, and networking in support of inter-agency data sharing.
		16.	The system must have the feature that allows "hot list" databases to be created either from within the server software or in the field by authorized users whereby authorized users must have the capability to add license plate data to the system's database/s while in the field. All license plate data added by the authorized user will remain a part of the selected database until the database is 'overwritten' by the System Administrator or by a new or updated database(s).
		17.	The system must provide live, simultaneous video display of all of the following data for any cameras as selected by the user: <ul style="list-style-type: none"> • The IR License Plate Image • The license plate interpretation or system read • A corresponding color overview image of the vehicle displaying the captured IR license plate • The date and time stamp • Identification of the Camera capturing the image • The GPS Coordinates for every license plate captured by the system
		18.	The Hit Screen must remain displayed until acknowledged by the officer, <i>and</i> while displayed, the system must continue to process license plate data in the background and all captured data must be stored in the system during this interval.
		19.	In the event that a subsequent "match or hit" should occur while the original Hit Screen is displayed to the officer, the system must alert the officer that a second or subsequent "hit" occurred and the system is waiting for the officer's intervention.
		20.	The system must provide the System Administrator with the ability to customize audible alerts to differentiate between unique events within the software application.
		21.	The system must provide a visual alert for each defined event that displays in the foreground regardless of other applications in use at that time.
		22.	The system must provide the officer with the capability to mark a license plate read as a "misread."
		23.	The system must provide the officer with the capability to manually enter a license plate for the purpose of searching that license plate against the system's database(s).
		24.	The system must provide the officer with the capability to review all of the following: <ul style="list-style-type: none"> • "hits" • License plate images and associated data • License plate searches performed by the officer indicating the date and time the search was conducted • Misreads
		25.	The system must provide the officer with the ability to query the client software application to determine if a particular license plate has been captured in the system. If the license plate data is in the system, the officer must have the ability to review each license plate capture and the associated system data displayed on the Review Screen to include: <ul style="list-style-type: none"> • The IR License Plate Image • The corresponding color overview image of the vehicle • The date and time stamp and • The GPS coordinates
		26.	The system must be capable of capturing license plates in any of the following modes: (a) an adjacent lane on either side of the police vehicle while driving through traffic and/or parking lots; (b) traffic in an adjacent lane while parked on the side or shoulder of a roadway; (c) any parking application from parallel to perpendicular parked car orientation with respect to the movement of the police vehicle and (d) an adjacent lane to capture the rear license plate of the vehicle as it passes the police unit or vice versa.

YES	NO	Line Item	Specifications
		27.	Vendor must be able to seamlessly integrate with the ALPR system that TPD already has in place so that our investigators can view the detections from the mobile ALPR cameras and TPD's fixed ALPR's all inside the back-office portal.
			Server Software Specifications
		28.	As part of the overall system and functionality, a server software application must be provided so the customer can manage all the data collected by the various ALPR deployment (client applications), manage the database functions and manage the user administration functions.
		29.	The system shall allow monitoring and management of both fixed, mobile, and portable ALPR units (devices) within the same application. Devices shall be able to be assigned to sites for ease of management.
		30.	The successful vendor must provide on-site system training for the system users and the System Administrator/s.
		31.	The successful vendor must provide system installation.
			All system documentation must be furnished in electronic format.
		32.	Standards and Testing Requirements
		33.	The ALPR Cameras must meet "eye safe" certification standards, as established by an international testing agency.
		34.	The ALPR Cameras must be sealed to IP67 Standards.
		35.	The ALPR Cameras must meet BS EN 60068 2-27 requirements for Mechanical Shock.
		36.	The ALPR Cameras must meet Mil. Std. 810F method 516.5, Procedure V requirements for Shock Crash Hazard.
		37.	The ALPR Cameras must meet all the requirements set forth in: <ul style="list-style-type: none"> • Electrostatic Discharge (ESD), ED 61000-4-2 and • Radiated Emissions, FCC Part 15 and EN 5502
			General
		38.	Freight – Bid price shall include all freight charges for delivery to City facilities in Tuscaloosa
		39.	Literature – All literature to be enclosed in equipment upon delivery

License Plate Recognition System

Bidder Company Name

BID NO. 5010-031522-3

Bidder Signature

BIDDER’S RESPONSE FORM

MESSAGE TO BIDDERS: Please review your bid documents for accuracy, completeness, required documentation, and necessary signatures before submitting. Please label the outer mailing/shipping package with the bid information as directed.

Item	Qty.	Description	Make/Model	Price Each	Total Amount
1.	6	LPR Camera System			\$
				Total Bid	\$

Company Name	
Contact Person	
Email Address	
Telephone Number	
Mailing Address	
Mailing Address for Payments	
Authorized Signature	

COPIES SUBMITTED:

_____ **VENDOR MUST SUBMIT AN ORIGINAL BID AND ONE COMPLETE COPY OR THE BID MAY BE REJECTED.**

Awarded bidder(s) may be required to obtain a City of Tuscaloosa business license in order to provide goods and/or services in response to this bid and subsequent contract(s). Inquiries regarding business license requirements should be directed to the City’s Revenue & Financial Services Division at (205) 248-5200. Failure to obtain and maintain required city business license(s) may result in rescinding of bid award and contract termination.

Note: By signing this contract, the contracting parties affirm, for the duration of the agreement, that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the State of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the agreement and shall be responsible for all damages resulting therefrom.

FAILURE TO COMPLETE ALL OF THE ABOVE WITH AN AUTHORIZED SIGNATURE MAY SUBJECT BID TO REJECTION.