



CITY OF ATLANTA

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Mayor

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DEPARTMENT OF PROCUREMENT
Adam L. Smith, Esq., CPPO, CPPB, CPPM, CPP,
CIPC, CISCC, CIGPM
Chief Procurement Officer
asmith@atlantaga.gov

August 13, 2015

Dear Potential Proponents:

Re: FC-8342, Body Camera and Video Management System

Attached is one (1) copy of **Addendum Number 2**, which is hereby made a part of the above-referenced project.

For additional information, please contact Mimie L. Woods, CPPB, Contract Administrator, at (404) 330-6271 or by email at mwoods@atlantaga.gov.

Sincerely,


Adam L. Smith

ALS/mlw

ADDENDUM NO. 2

This Addendum No. 2 forms a part of the Request for Proposals and modifies the original solicitation package and any prior Addenda as noted below and is issued to incorporate the following:

Additional Required Submittals:

- 1. The following attachments have been added to the Appendix E Section of the above-referenced solicitation: Additional Required Submittals:**
 - **(Attachment No. 1, Pg. 4 of this addendum) Appendix E.2: Table 2A: Local Server Option**
 - **(Attachment No. 2, Pg. 5 of this addendum) Appendix E.3: Table 2B: Cloud Storage System**

- 2. The following attachments have been added to the Appendix A, Office of Contract Compliance section of the above-referenced solicitation: Specifically the Atlanta Workforce Development Forms.**
 - **(Attachment No. 3, Pg. 6-8 of this addendum) First Source Job Information Form 5 and First Source Jobs Agreement Form 5.**

Clarifications:

- 1. Part 2, Contents of Proposals/Required Submittals Section 3.2.2.; conflicts with Part 4 Required Submittals Form. Please refer to Attachment No. 4, Pg. 9 of this addendum.** Each Proponent must provide a list of at least five (5) references; not three (3) as stated incorrectly within Part 2 of this RFP.

- 2. Minimum Qualifications as stated in the Pre-Proposal Conference held on August 12, 2015; has been modified.** Each Proponent must include references that reflect their experience managing initiatives for police or public safety departments comparable in size to that of the City of Atlanta.

Each Proponent team member (Service Provider Key Personnel) shall have a minimum of three (3) years' experience within the last ten (10) years in video management managing initiatives for police or public safety departments comparable in size to that of the City of Atlanta.

The Proposal due date HAS not been modified and Proposals are due on Thursday, August 20, 2015 and should be time stamped in no later than 2:00 P.M. EST and delivered to the address listed below:

Adam L. Smith, Esq., CPPO, CPPB, CPPM, CPP
CIPC, CISCC, CIGPM
Chief Procurement Officer
Department of Procurement
55 Trinity Avenue, S. W.
City Hall South, Suite 1900
Atlanta, Georgia 30303

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Acknowledgment of Addendum No. 2

Proponents must sign below and return this form with Proposal response to the Department of Procurement.

Proponents must sign below and return this form with Proposal to the Department of Procurement, 55 Trinity Avenue, City Hall South, Suite 1900, Atlanta, Georgia 30303 as acknowledgment of receipt of this Addendum.

This is to acknowledge receipt of **FC-8342, Body Camera and Video Management System Addendum No. 2** on this the _____ day of _____, 20__.

Legal Company Name of Proponent

Signature of Authorized Representative

Printed Name

Title

Date

(Attachment No.1)

Table 2A: Local Server Option

Instructions:

Answer "Y" if your system currently supports this specification.

Answer "N" if your system does not currently support this specification.

Put an "M" if you can modify it or are planning on it. If you answer "M" you must list how much time and money it will cost to make this change on a separate sheet.

Function	Vendor Response
Management/storage system	
Category based evidence automatic retention policies that can be easily customized	
System stores and supports major digital file types (.mp3, .mp4, .mpeg, .jpg, .pdf, etc.)	
System automatically tracks all system and user activity	
Generates real-time full audit reports to show chain of custody etc.	
Encryption in storage and data transport	
Backup system (elaborate)	
Ability to share videos with third parties outside our network	
Ability to easily create optical disks for court use	
Ability to easily create tags, markers, clips	
Ability to easily redact footage as needed	
Case creation for multiple evidence files	
Searchable fields used to locate users and evidence easily	
Ability to recover deleted evidence within 3 days of deletion	
Controlled access to evidence: customizable roles, permissions, and credentials.	
Software included to manage and/or view system or evidence from Windows PC	
Software included to manage and/or view system or evidence from portable devices (Android, iOS)	
Minimum of five (5) year storage, catalog, and retrieval of digital evidence capability	
Ability for Officers to add notes to evidence	
Mapping: maps can be created with software tied to evidence GPS	
Video can be played without the need of additional software	

(Attachment No.2)

Table 2B: Cloud Storage System

Instructions:

Answer "Y" if your system currently supports this specification.

Answer "N" if your system does not currently support this specification.

Put a "M" if you can modify it or are planning on it. If you answer "M" you must list how much time and money it will cost to make this change on a separate sheet.

Function	Vendor Response
Management/storage system	
Category based evidence automatic retention policies that can be easily customized	
System stores and supports major digital file types (.mp3, .mp4, .mpeg, .jpg, .pdf. etc.)	
System automatically tracks all system and user activity	
Generates real-time full audit reports to show chain of custody etc	
Encryption in storage and data transport	
Backup system (elaborate)	
Ability to share videos with third parties outside our network	
Ability to easily create optical disks for court use	
Ability to easily create tags, markers, clips	
Ability to easily redact footage as needed	
Case creation for multiple evidence files	
Searchable fields used to locate users and evidence easily	
Ability to recover deleted evidence within 3 days of deletion	
Controlled access to evidence: customizable roles, permissions, and credentials.	
Software included to manage and/or view system or evidence from Windows pc	
Software included to manage and/or view system or evidence from portable devices (Android, iOS)	
Minimum of five (5) year storage, catalog, and retrieval of digital evidence capability	
Ability for Officers to add notes to evidence	
Mapping: maps can be created with software tied to evidence GPS	
Video can be played without the need of additional software	
City can recover all Cloud data at the end of the contract	

(Attachment No.3)

Appendix A. Office of Contract Compliance section of the above-referenced solicitation.
Specifically the Atlanta Workforce Development Forms

First Source Jobs Program Policy Statement

It is the policy of the City of Atlanta to provide job opportunities to the residents of the City of Atlanta, whenever possible. Every contract with the City of Atlanta creates a potential pool of new employment opportunities. The prime contractor is expected to work with the First Source Jobs Program to fill at least 50% of all new entry-level jobs, which arise from this project, with residents of the City of Atlanta. For more specific information about the First Source Jobs Program contact:

Michael Sterling
City of Atlanta
Atlanta Workforce Development Agency
Executive Director
(404) 546-3001 (O)

FIRST SOURCE JOBS INFORMATION FORM

Company Name: _____

FC Number: _____

Project Name: _____

The following entry-level positions will become available as a result of the above referenced contract with the City of Atlanta:

- 1.
- 2.
- 3.
- 4.
- 5.

Include a job description and all required qualifications for each position listed above.

Identify a company representative and contact phone number who will be responsible for coordinating with the First Source Jobs Program.

Company Representative: _____

Phone: _____

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THIS AGREEMENT REGARDING THE USE OF THE FIRST SOURCE JOBS PROGRAM BY CONTRACTORS WITH THE CITY OF ATLANTA TO FILL ENTRY LEVEL JOBS is made and entered into by _____

This _____ day of _____, 201__.

The City of Atlanta requires the immediate beneficiary or primary contractor for every eligible project to enter into a First Source Jobs employment agreement. The contractor agrees to the following terms and conditions:

- The first source for finding employees to fill all entry level jobs Created by the eligible project will be the First Source Program.
- The contractor will make every effort to fill 50% of the entry level jobs created by this eligible project with applicants from the First Source Program.
- The contractor shall make good faith effort to reach the goal of this employment agreement.
- Details as to the number and description of each entry level job must me provided with the bid.
- The contractor shall comply with the spirit of the First Source Jobs Policy beyond the duration of this agreement and continue to make good faith attempts to hire employees of similar backgrounds to those participating in the First Source Program.
- The contractor as a condition of transfer, assignment or otherwise shall require the transferee to agree in writing to the terms of the employment Agreement.

Upon a determination that a beneficiary or contractor has failed to comply with the terms of this Agreement, the City may impose the following penalties based on the severity of the non-compliance:

- The City of Atlanta may withhold payment from the contractor.
- The City of Atlanta may withhold 10 percent of all future payments on the contract until the contractor is in compliance
- The City of Atlanta may refuse all future bids on city projects or applications for financials assistance in any form from the City until the contractor demonstrated that the First Source requirements have been met, or cancellation of the eligible project.
- The City of Atlanta may cancel the eligible project.

All terms stated herein can be found in the City of Atlanta Code of Ordinances Sections 5-8002 through 5-8005.

The undersigned hereby agrees to the terms and conditions set forth in this agreement.

Contractor

(Attachment No.4)

Reference List

Each Proponent must provide a list of at least five (5) references using the below-referenced format. The City is interested in reviewing references that are able to attest to a Proponent's performance ability and credibility in a particular industry or trade.

Reference:	Name
	Address
	City, State, Zip
	Phone
	Fax
Project	
Title:	_____
Contact	
Person:	
Direct	_____
Telephone:	_____
Email	
Address:	
Date(s) of Project:	_____
Description of Services:	
Total Amount of Contract Including Change	
Orders: Proponent's Role and Responsibilities:	
Current Completion Status:	

(Use the Same Format to Provide the Additional References)