

**TOWN OF YORKTOWN
REQUEST FOR PROPOSALS**

ANTI-LITTERING SURVEILLANCE CAMERAS AND EQUIPMENT

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I. PURPOSE:

- A. This request for proposals (“RFP”) is issued by the Town of Yorktown, New York (“Town”), which is seeking to purchase anti-littering surveillance cameras and related equipment as set forth in Part III: Description of Specifications of this RFP.
- B. The Town is seeking responses to the RFP (“Proposals”) which comply with the technical specifications herein.
- C. In 2016, the Town Board enacted Yorktown Town Code §201-10 which is a bold, aggressive and innovative local ordinance designed to combat littering in Town. Pursuant to the provisions of the ordinance a registered owner of a vehicle would be held civilly liable for a penalty of up to \$500.00 when a person operating the vehicle is recorded on a camera littering within the Town.
- D. Remarkably it didn’t take long for the value of the legislation to prove its worth. A few months after the enactment of the ordinance a Town resident independently set up a camera on Wood Street, one of the targeted areas for littering. The camera recorded images of a driver throwing a bag of garbage onto Wood Street and continue driving away. Since the license plate was clearly visible in the recorded images the owner of the car paid a monetary penalty to the Town.

II. GENERAL INSTRUCTIONS:

- A. All Proposals must provide complete information and documentation as described in this RFP.
- B. Seven (7) copies of the Proposal must be submitted in a sealed envelope labeled “**ANTI-LITTERING SURVEILLANCE CAMERAS**” by 11:00 AM on June 5, 2017 to the following address:

Town of Yorktown
Attn: Diana Quast, Town Clerk
363 Underhill Avenue
Yorktown, New York 10598

- C. This RFP does not commit the Town to issue a contract to any Proposer.

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- D. All Proposals will be presented to the Town Board. The Town Board may conduct interviews of Proposers. The Town Board will select the Proposal that is deemed to be in the best interests of the Town and will award the contract accordingly.

- E. All Proposals shall be treated as confidential, unless otherwise required by law. The Town reserves the right to waive any technical non-conformance with the requirements of this RFP.

- F. The Town will not reimburse any expenses in connection with preparation of Proposals including and attendance at interviews.

- G. The Town reserves the right to reject any and all Proposals, to request additional information or clarification from any and all Proposers.

- H. Questions or comments should be directed to Town Clerk Diana Quast or Town Attorney Michael J. McDermott.

- I. The Town will not accept any Proposals sent by telefacsimile transmission or email. Each Proposal must be received by the Town Clerk by the stated due date. The Town will not be responsible for any internal or external delivery days that may cause a delay in the timely submission of the Proposal.

III. DESCRIPTION OF SPECIFICATIONS:

- A. All equipment will be set up at eight (8) sites throughout the Town and must be installed for outdoor use, hardened and weatherproof.

- B. The equipment must have sufficient field of view to be capable of capturing video and/or or time lapse images of moving vehicles traveling up to 50 MPH and clear images of the vehicles' license plates numbers. The equipment must be capable of capturing color or monochrome images by day and monochrome by night.

- C. The Camera must be No Glow High Output Covert Infrared capable to capture images of moving vehicles, including license plates, at night or in low light.

- D. The Camera must have dual scheduling capability which powers the camera on/off by day of week and time. The equipment may be be motion activated.

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- E. All equipment must be suitable for mounting in a variety of locations.
- F. System should allow for instantaneous retrieval of images by Town staff. System shall include archive for a minimum of thirty (30) days, back-up solutions including local disk/media and offsite cloud storage.
- G. System may not have access to an electrical power source and must have an extended battery life with capacity for Solar Panel Power Unit attachment for the longest battery life. Any wiring, including installation of POE (power over Ethernet) injector, conduits and installation of cables from switch to camera will be Proposers' responsibility.
- H. System should be designed with each camera as a stand-alone unit or in a manner that will allow for expansion with additional cameras.
- I. Annual service and maintenance of the equipment.
- J. Minimum one year warranty on all equipment and component parts.

IV. REQUIRED CONTENTS OF PROPOSALS

- A. Proposer's name and contact information.
- B. Written Proposal which is responsive to Part III: Description of Specifications of this RFP.
- C. All Proposals must be signed by a duly authorized representative of Proposer.
- D. Any additional information or documentation which the Proposer wishes to submit to the Town in connection with the RFP.

NON-COLLUSIVE BIDDING CERTIFICATION

Made pursuant to Section 103-d of the General Municipal Law of the State of New York.

By submission of this bid, Bidder and each person signing on behalf of Bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of his or her knowledge and belief:

1. The prices in this bid have been arrived at independently without collusion, consultation, communication, or agreement for the purpose of restricting competition, as to any matter relating to such prices with any other Bidder or with any competitor;
2. Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by Bidder and will not knowingly be disclosed by Bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and
3. No attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.

A bid shall not be considered for award nor shall any award be made where (1) (2) and (3) above, have not been complied with; provided, however, that if in any case Bidder cannot make the foregoing certification, Bidder shall so state and shall furnish with the bid a signed statement which sets forth in detail the reasons therefore. Where (1) (2) and (3) above have not been complied with, the bid shall not be considered for award nor shall any award be made unless the head of the purchasing unit of the political subdivision, public department , agency or official thereof to which the bid is made, or his designee, determines that such disclosure was not made for the purpose of restricting competition.

Dated: _____

Bidder: _____
(Legal name of person, firm or corporation)

By: _____
(Signature)

(Please Print Name)

(Title)

State of New York)
County of _____)ss.:

On the ____ day of _____ in the year 20__ before me, the undersigned, personally appeared _____, personally known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

(Notary Public)