


310 A Street
Walla Walla Regional Airport
Walla Walla, Washington 99362-2269

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TO: Small Works Roster & Interested Parties
FROM: Jennifer Skoglund, Airport Manager
DATE: February 15, 2017 
RE: Request for Proposal (RFP)
Bid Project No. WWRA 2017-01

The Port of Walla Walla, owner and operator of the Walla Walla Regional Airport, is soliciting proposals for additional security cameras and an upgrade on the Airport's existing CCTV system software to Xprotect Pro with the following licenses: (1) Xprotect Pro Base License (multi-site, multi-server license), and (21) Xprotect camera license for the security camera system located at the Walla Walla Regional Airport Passenger Terminal Building located at 45 Terminal Loop Road.

Enclosed please find the Request for Proposal dated February 15, 2017. We hope that your company is interested in this project.

Proposals are due no later than 4:00 PM on Thursday, March 2, 2017 and can be delivered to the airport administrative office or mailed. For questions or comments, please contact either Jennifer Skoglund, Airport Manager, [525-3100](tel:525-3100)/js@portwallawalla.com or Ken Clayton, Airport Security Coordinator, [386-4682](tel:386-4682)/kc@portwallawalla.com.

REQUEST FOR PROPOSAL (RFP)

Walla Walla Regional Airport *Bid Project No. WWRA 2017-01* **Security Camera System**

Proposals are due to the Port of Walla Walla by Thursday, March 2, 2017 at 4:00 PM. Results of the proposals will be available soon thereafter. The Port reserves the right to accept all six or a portion thereof of each lump sum bid item. Of the lump sum items accepted, the Proposal will be awarded to the lowest, responsive contractor submitting the Proposal. The Port of Walla Walla reserves the right to reject any or all Proposals or to waive informalities or any part thereof if the Port believes it would not be in the best interest of the Port to perform the work for the proposed sums, or if the proposal is not responsive or proposer is unqualified or of doubtful financial ability or fails to meet any other pertinent standard or criteria established by the Port.

- **The Contractor will be required to furnish all labor, material, equipment, activation, supervision and otherwise required to perform the work as specified. The upgrade and installation of Security Camera System shall be completed within Forty-five (45) calendar days after the Port issues a Notice to Proceed authorization.**
- **Washington State Prevailing Wage Rates shall apply. Contractor shall be responsible for submitting Intents to Pay and Affidavits of Wages Paid forms to Labor & Industries. Contractor shall supply the copies of forms and subsequent approvals to the Port.**

The Contractor will list, if necessary, the names of any and all subcontractors it intends to use and state what portion of the work each subcontractor will perform. Washington State Sales Tax of 8.7% shall be included in the proposal.

SCOPE OF WORK

The following cameras and upgrade licenses must work and be compatible with the Milestone XProtect CCTV software.

1. Upgrade the existing CCTV security system to XProtect Pro with the following licenses: (1) XProtect Pro Base License (multi-site, multi-server license) and (21) XProtect Camera License. Upgrade allows for multiple servers and unlimited number of cameras on the system for future expansion.
2. Purchase and Installation of a 2nd Surveillance Server. (1) Milestone NVR surveillance server added to the existing system to support additional devices and recordings. New server shall match the existing server to pair seamlessly with the existing surveillance system.
3. (2) License Plate Cameras. Purchase and Installation of (2) Dinion 5000 IP NTSC License Plate Cameras. Cameras to be installed at the East entrance (Douglas Avenue and G Street Intersection) and South entrance (A Street & Terminal Loop Road).

4. South Terminal Parking Lot. Purchase and Installation of (1) 3MP day/night camera mounted on existing light pole near security gate.
5. East Long-Term Parking Lot. Purchase and Installation of (3) 6MP 360 degree panoramic cameras mounted on existing light poles. Wireless connection and constant power source to each new camera location. Setup the same as existing 360 degree parking lot panoramic cameras in the short-term parking lot.
6. North Overflow Parking Lot. Purchase and Installation of (4) 6MP 360 degree panoramic cameras mounted on future light poles. Wireless connection and constant power source to each new camera location. Setup the same as existing 360 degree parking lot panoramic cameras in the short-term parking lot. These cameras to be installed upon the construction and completion of the North Overflow Parking Lot.

Materials.

All materials furnished by the contractor will be new and of good quality and will be approved by the Airport prior to the contractor commencing work.

Installation.

Contractor shall perform the installation in a quality and professional manner with the least amount of intrusion in the walls, ceilings, or other mounting areas. Contractor shall patch, repair and leave the completed installation of all cameras and accessories in a condition equal to or better than prior to commencement of project.

Contractor is responsible for any and all damage to the Airport's property and structures. Contractor is to provide all temporary services, utilities, support facilities, ladders, scaffolding, lift, etc. required to perform this work. Contractor is responsible for compliance with OSHA and WISHA safety regulations.

Warranty.

The Contractor shall warranty/guarantee all work performed as described in this RFP for a period of no less than (90) days from the date of acceptance.

The warranty/guarantee on all camera equipment shall be for a period of no less than (1) year from the date of acceptance.

Bid Form
Bidder Project WWRA 2017-01

Bid Item (Do Not Include State Sales Tax)

- 1. Upgrade the existing CCTV security system to XProtect Pro with the following licenses: (1) XProtect Pro Base License (multi-site, multi-server license) and (21) XProtect Camera License. Upgrade allows for multiple servers and unlimited number of cameras on the system for future expansion.

\$ _____ Lump Sum

- 2. Purchase and Installation of a 2nd Surveillance Server. (1) Milestone NVR surveillance server added to the existing system to support additional devices and recordings. New server shall match the existing server to pair seamlessly with the existing surveillance system.

\$ _____ Lump Sum

- 3. (2) License Plate Cameras. Purchase and Installation of (2) Dinion 5000 IP NTSC License Plate Cameras. Cameras to be installed at the East entrance (Douglas Avenue and G Street Intersection) and South entrance (A Street & Terminal Loop Road).

\$ _____ Lump Sum

- 4. South Terminal Parking Lot. Purchase and Installation of (1) 3MP day/night camera mounted on existing light pole near security gate.

\$ _____ Lump Sum

- 5. East Long-Term Parking Lot. Purchase and Installation of (3) 6MP 360 degree panoramic cameras mounted on existing light poles. Wireless connection and constant power source to each new camera location. Setup the same as existing 360 degree parking lot panoramic cameras in the short-term parking lot.

\$ _____ Lump Sum

- 6. North Overflow Parking Lot. Purchase and Installation of (4) 6MP 360 degree panoramic cameras mounted on future light poles. Wireless connection and constant power source to each new camera location. Setup the same as existing 360 degree parking lot panoramic cameras in the short-term parking lot. These cameras to be installed upon the construction and completion of the North Overflow Parking Lot.

\$ _____ Lump Sum

BID SUBMITTED ON _____, 2017.

The bid shall be signed by an authorized representative.

By _____ Signature

Type or Print Name			
Title			
Company Name			
Address, City, State, Zip			
E-Mail Address			
Phone #		Cell #	
WA State Contractor Registration #		WA State Unified Business Identifier #	
WA State Excise Tax Registration #		WA State Employment Security Dept #	
Industrial Insurance Coverage			