



**HACC, CENTRAL PENNSYLVANIA'S COMMUNITY COLLEGE**  
**REQUEST FOR INFORMATION**

**RFI 10-25**

**SURVEILLANCE CAMERA VIDEO SERVER SYSTEM**

**DEADLINE TO SUBMITTAL OF INFORMATION: MARCH 30, 2010 @ 11:00 A.M.**

**SEALED PROPOSALS MUST BE DELIVERED TO: HACC, PROCUREMENT AND BUSINESS SERVICES**

**ROOM W130A**

**ONE HACC DRIVE**

**HARRISBURG, PA 17110**

**FOR INFORMATION CONCERNING THE RFP PROCESS, REQUIRED FORMAT AND THE SCHEDULE OF ACTIVITIES, PLEASE DIRECT QUESTIONS TO:**

**THOMAS J. FOGARTY, EXECUTIVE DIRECTOR, PROCUREMENT AND BUSINESS SERVICES**

**HACC — CENTRAL PENNSYLVANIA'S COMMUNITY COLLEGE**

**PROCUREMENT AND BUSINESS SERVICES, W229**

**HARRISBURG, PA 17110**

**TELEPHONE: (717) 780-1930**

**EMAIL: TJFOGART@HACC.EDU**

**TABLE OF CONTENTS**

I. INTENT OF THE REQUEST FOR INFORMATION..... 3

    A. INTRODUCTION ..... 3

    B. SCHEDULED ACTIVITIES..... 3

II. REQUESTED INFORMATION ..... 4-5

    A. LOCATION ADDRESSES ..... 4-5

    B. SPECIFICATIONS..... 5

III. INFORMATION TO BIDDERS ..... 6

    A. REQUEST FOR INFORMATION CLOSING DATE..... 6

    B. INTERPRETATION, CORRECTIONS AND ADDENDA..... 6

    C. GENERAL INFORMATION..... 6

    D. RESPONSE CONTENT..... 6

ATTACHMENT:..... 7

    A. SIGNATURE PAGE ..... 7

## SECTION I

### INTENT OF THE REQUEST FOR INFORMATION

#### A. INTRODUCTION

It is the intent of HACC to gather the necessary information to define a standard video server and potential suppliers and installation providers for Surveillance Camera Video Server System.

The video server should be modern, efficient, effective, and consistent with the environment that exists in law enforcement today. The information provided with this RFI will be used to establish standard capabilities, requirements and costs of a Surveillance Camera Video Server System including installation and follow-on warranty/maintenance.

There is no commitment, implied or otherwise, by HACC.

#### B. SCHEDULED ACTIVITIES

To the extent achievable, the following schedule shall govern the RFI. HACC reserves the right to modify the dates below.

##### Activity Estimated Schedule Date

- 1.2.1. Availability of the Request for Information - March 2, 2010
- 1.2.2. Deadline for Submission of Interpretation and/or questions - March 16, 2010 by 11:00AM
- 1.2.3. Responses to Questions due – March 18, 2010 by 4:30PM
- 1.2.3. Closing Date for the Request for Information – March 30, 2010 by 11:00AM

**SECTION II**

***REQUESTED INFORMATION***

It is the intent of this Request for Information (RFI) to define the standard for future acquisitions of video servers and install a Surveillance Camera Video Server System for HACC, Central Pennsylvania’s Community College at various specified locations throughout HACC five (5) Campuses.

The primary goal of the College in purchasing a Surveillance Camera Video Server System is to provide the advantages of more efficient surveillance methodology and capability.

The objectives in meeting the primary goal of the Surveillance Camera Video Server System is to provide surveillance at the following locations, consisting of:

**A. LOCATION ADDRESSES:**

<b>CAMPUS LOCATION:</b>	<b>ADDRESS:</b>
<b>CENTRAL ADMINISTRATION:</b>	4th Floor 1426 N.3 <sup>rd</sup> St Harrisburg PA 17102
<b>VIRTUAL CAMPUS:</b>	4 <sup>th</sup> Floor 1426 N.3 <sup>rd</sup> St Harrisburg PA 17102
<b>HARRISBURG CAMPUS:</b>  Rose Lehrman Arts (A); Blocker Hall (B); College Service Center (CSC); Cooper Student Center (C); Hall Tech (H); McCormick Library (M); Whitaker Hall (W); Select Med (SM); Stabler (S); Evans Physical Education Center (E); Overholt Bookstore (O); Pollock Early Childhood (P) Public Safety Center (PSC)	One HACC Drive Harrisburg, PA 17110
<b>MIDTOWN 1 &amp; 2</b>	1500 North 3 <sup>rd</sup> Street Harrisburg, PA 17102
<b>LANCASTER CAMPUS</b>  Main Building (RM); East Building (RE); Facilities (F)	1641 Old Philadelphia Pike Lancaster, PA 17602

<b>GETTYSBURG CAMPUS</b>	731 Old Harrisburg Road Gettysburg, PA 17325
<b>LEBANON CAMPUS</b>	735 Cumberland Street Lebanon, PA 17042
<b>YORK CAMPUS</b>	2010 Pennsylvania Avenue York, PA 17404

**B.SPECIFICATIONS**

**The Video Server System must possess the following minimum specifications.**

- 1) Full customer access to the operating system.
- 2) Virus Protection with option to install other anti-virus protection.
- 3) Compatible with analog and IP cameras.
- 4) More than 16 Channels or cameras per server.
- 5) Highly efficient search tools.
- 6) 3 to 5 IPS (Images Per Second) /Channel w/ 4cif Resolution
- 7) Minimum 30 days storage capacity (include option for 60 day storage)
- 8) Video Capture must be admissible in court via watermark and tamper proof format.
- 9) Proprietary and/or MPEG-4 Video Compression
- 10) Automatic system startup when power resumes after power outage or UPS with battery backup to keep the server running for a period of time.
- 11) Fully functional integration into existing analog camera infrastructure.

**The following specifications for the Video Server System are preferred but not required.**

- 1) A centrally administered system.
- 2) Secure management interface access - i.e. encryption
- 3) Password-aging, review and automatic changing
- 4) Supports SNMP
- 5) RAID Array/Capability of backing up footage (Option)

**Desired Service and Support:**

- 1) Minimum 1 year manufacturer’s warranty including parts and labor. (To begin when system is fully operational).
- 2) On-site technician support for each initial startup
- 3) Same day technical phone support for customers. If a service call is required, there should be a four to twenty four hour response time for on-site support.
- 4) Server loan program in case server must be pulled for extended repair period.
- 5) Either Notification or implementation of solution and/or OS vulnerability fixes/patches as they become available and assisting on-site staff with remediation

### SECTION III

#### **INFORMATION TO BIDDERS**

##### **A. REQUEST FOR INFORMATION CLOSING DATE**

HACC would like to receive the responses in the Central Administration Procurement Office on or before 11:00 a.m. on **March 30, 2010**. **Please provide responses in an e-mail, sealed envelope, box or appropriate package with the RFI number marked on the outside (or in the subject line of the e-mail) and deliver to:**

HACC, Central Pennsylvania's Community College  
One HACC Drive  
Harrisburg, PA 17110  
Attention: Garry Crider, Purchasing Manager  
Phone: 717-780-1164  
Fax: 717-780-2325  
E-mail: [cgcrider@hacc.edu](mailto:cgcrider@hacc.edu)

##### **B. INTERPRETATION, CORRECTIONS AND ADDENDA**

Please carefully examine the specifications, terms and conditions provided in the Request for Information. If you find an ambiguity, conflict, discrepancy, omission or error or if you have any questions please notify the contact person as shown above in 3.1 REQUEST FOR INFORMATION CLOSING DATE by the date shown in Deadline for Submission of Interpretation and/or Questions in 1.2 SCHEDULE OF ACTIVITIES. Any change in the RFI will be made only by written addendum, issued by the Central Administration Procurement Office and shall be incorporated in the RFI.

##### **C. GENERAL INFORMATION**

HACC SHALL NOT BE LIABLE FOR ANY COSTS INCURRED IN CONNECTION WITH THE PREPARATION AND SUBMISSION OF THIS OR ANY OTHER RESPONSE TO AN RFI.

All responses and accompanying documentation submitted will become the property of HACC and will not be returned.

##### **D. RESPONSE CONTENT**

Please keep your response in the format outlined within this document. Use as much space as necessary to give as complete an answer as possible. If additional space is required, feel free to attach additional pages.

Please feel free to include any relevant brochures, white papers, etc, a brief history of your company, a summary of relevant background information, a describing your company's experience of major accomplishments and/or activities similar to the information requested, etc.

**ATTACHMENT A**

**SIGNATURE PAGE**

(PLEASE COMPLETE AND PLACE IN FRONT OF RFI)

INDIVIDUAL/COMPANY:

ADDRESS:

CONTACT PERSON:

TITLE:

TELEPHONE NO.: FAX NO.:

E-MAIL ADDRESS:

WEBSITE URL: \_\_\_\_\_

The undersigned hereby certifies that he/she is a duly authorized official of their organization and has the authority to sign on behalf of the organization and assures that all statements made in the response to the RFI are true.

Authorized Representative

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_