

WHEN BIDDING IS REQUIRED

Bidding is required of any local government entity when a purchase or contract equal to or exceeding \$15,000 is anticipated. This applies to contracts for the purchase, lease or rental of materials, supplies or equipment. If the contract is for the construction of public improvement, which involves the expenditure of a sum equal to or in excess of \$25,000; then advertisement for bids is required. (SDCL 5-18-2, 5-18-3).

(SDCL 5-18-18) Exemptions from Bidding -

- a) Purchase of utility services;
- b) Purchase of materials, supplies or equipment from the United State or its agencies, including purchases of federal surplus property;
- c) Equipment repair contracts;
- d) Purchase of surplus property from another public corporation;
- e) Purchase from the lowest bidder of an item contained on the state price list;
- f) Purchase from lowest bidder of an item competitively bid by another local government or by itself within the previous 12 months (documentation of such purchases is to be made in the entity's minutes and retained on file). A governing entity may not utilize the bid of another entity if the original bid specification included a trade-in allowance. If one entity accepts a bid net of trade-in allowances, another entity may not contract with the successful bidder by utilizing the 'original bid amount' for a cash outright purchase.

DIGITAL VIDEO RECORDER SYSTEM

For the purposes of these specifications, the term system shall include the digital video recorder, the monitor, server, antenna, and all necessary components to ingest, manage, store, and distribute the video for the agency. Vendor needs to respond with a per unit cost along with a multiple unit discount. If vendor cannot meet all specifications please specify in writing for consideration

- The system shall record in color. The system shall have no operational parts for ease of operation and maintenance. The system shall allow for multiple simultaneous recording of video and audio.
- The camera shall operate under nighttime conditions.
- The system will include a color monitor.
- The system monitor camera shall be compact in size.
- The system shall include a wireless microphone to be worn by the operator. The system will also include an in-car microphone to be mounted in the car.
- The system shall include all equipment and hardware required for installation.
- The system shall include a programmable pre-event recording mode to allow it to capture images up to 60 seconds prior to the record mode.
- The system shall include an optional crash sensor that will activate the record mode and include pre-event recording up to 60 seconds prior to the crash.
- The system will automatically activate the record mode when upon activation of the emergency lights or siren.
- The system will be able to be manually placed into the record mode, either in car or remotely, by the wireless microphone.
- The digital video files will be capable of being transferred by the following methods.
 1. Removal of the compact flash card.
 2. Through the system's Ethernet system.
 3. Automatically via the system's internal wireless LAN card.
- The system shall be able to tag the recording with the date and time, and officer name.
- The system shall display the remaining storage capacity with an audible alarm when 30 or less minutes remain.
- The system's camera will include auto focus features.
- The system's wireless transmitter battery will be able to provide at least 10 hours of continuous transmit time and have standby capability. The system's battery shall fully recharge within 2 hours.
- The wireless microphone shall transmit audio at least 300 yards.

- The system shall include a video transfer system, a management storage and distribution server, and a backup and output system. It shall be capable of automatically or manually ingesting video from the mobile systems and managing access and distribution through the agency's LAN.
- The system shall be capable of automatically receiving and ingesting all data from the vehicle. It shall transfer the data rapidly using secure transfer methods.
- The system shall be capable of organizing and managing files based on evidence state and priority and managing their life cycle accordingly. The system shall facilitate video utilization through simple key data search, evidence tagging of video, case file creation, distribution and outputting of videos.
- The system shall maintain video evidence integrity and security in all operations. Video evidence will be secure and stored redundantly. Original video files shall be immutable (they are never changed) and maintained securely. The system shall track video throughout its lifetime. All activity shall be logged and the system shall output a simple chain of custody report documenting the file's history.
- The system shall support the automatic uploading of video and metadata.
- The wireless transfer of the data shall be automatic and should not require manual intervention. It shall commence as the car enters a designated access zone and automatically transfer.
- The system shall support a manual backup to the wireless transfer.
- The system shall utilize standard LAN connected agency PCs as clients and shall not require any special client software licensing.
- The system shall insure that all user interactions are through the agency LAN so that no video can be compromised or lost.
- All activity shall be tracked and logged automatically on a chain of custody document.
- The archiving DVD process shall be automatic.
- The system shall support a definable review period up to 180 days wherein all video shall be maintained on line and available for potential evidence review.
- The system shall support the automated tagging of potential evidence at the time the incident is recorded.
- All video files shall be searchable and trackable.
- The system shall be capable of capturing video stills from within the digital file.
- The system's administrator shall have full user capabilities to search and utilize video files.

- The system's administrator shall have the ability to set up users as well as assign and remove access privileges and capabilities and to add cars to the system.
- The system's administrator shall be designated as the single physical output point.
- Except for the LAN connected PCs and the LAN network itself, the system shall be provided as a complete turnkey solution containing all necessary components to ingest, manage, store, and distribute the video for the agency.
- The system shall be expandable.
- The system shall be capable of being remotely accessed and supported by the manufacturer's personnel.
- Warranty – Each in-car system shall be warranted by the factory to be free of defects in material and workmanship for a period of one year from the date of installation. Service, if required, shall be provided by any of the manufacturer's factory service centers. During the one year warranty period, the successful vendor shall pay shipping costs at the UPS ground rate.
- An extended maintenance agreement shall be offered to extend coverage after the one-year warranty expires.