

Weston Police Department

56 Norfield Road
Weston, CT 06883

www.westonpolice.com

REQUEST FOR PROPOSAL – 21-01

Introduction:

The State of Connecticut recently adopted legislation which impacts police on both the state and municipal level. The State Legislature (Public Act 20-1) Police Accountability Reform Law encompasses several requirements and unfunded mandates that require the use of police body worn cameras, and police dash board cameras.

A report published outlining the significant changes and important dates can be found via State reference report number 2020-R-0173 or with the following link:

<https://www.cga.ct.gov/2020/rpt/pdf/2020-R-0173.pdf>

Invitation:

The Town of Weston is soliciting proposals from qualified vendors to provide The Town of Weston Police Department with:

- Body worn cameras
- Police vehicle dash cameras
- Digital evidence storage as it relates to both body worn cameras and vehicle dash cameras
- Training for body worn cameras and dash camera usage
- Redaction software (FOI, Court, Press)
- Maintenance of body worn camera system / dash camera system
- Repair of equipment – camera or car components related to function

Goal:

The Weston Police Department is committed to efficiency and is striving to utilize technology to avoid unnecessary overtime costs, or increasing the number of staff. The Weston Police Department is seeking to invest in a complete and reliable solution to capture, manage, store,

redact, and share video evidence according to Connecticut General Statutes (FOI requests, investigations, and court presentation) and POST Council Standards.

Timeline:

Request for Proposal – April 2nd, 2021

Vendor Question Submission Deadline – April 15th, 2021

Written Responses for Question by Town – April 22nd, 2021

Proposal Due to Police Department – April 30^t, 2021

Committee Review Deadline – May 14th, 2021

Selection / Negotiation -May 19th, 2021

Requirements:

Battery Life – Police Officers at the Weston Police Department need to be able to have battery life for 12 hour shifts. Loss of battery life must not cause a loss of video evidence on the device. Cameras batteries must be rechargeable and charge simultaneously with the video download in process.

Data Ownership – The Town of Weston shall own all rights to the data and video that is stored at the vendors host site, and shall be able to transfer the data out or to a new platform.

Data Security – Vendor is required to comport to Criminal Justice Information Services (CJIS) for data protection, and be capable to demonstrate compliance.

Ease of Use – Software should provide a single source platform to capture, manage, store, redact, and share video evidence.

Export – All data should be exported from the device into the data management system in its original file format and without loss of quality or associated metadata. Cameras should record an audit log that includes such information as device serial number, power/on/off times, charging, start/stop recording, and remaining storage capacity.

Field of View – Cameras should have a field of view of 90 degrees or greater.

Focus – Cameras must autofocus, and have image stabilization

Format – Videos must play back in a standard, non-proprietary format that does not require manufacturer specific replay software.

Low Light – Cameras should capture video in low-light conditions that would be similar to what an officer can see with his / her own eyes.

Qualifications – Vendor should have a proven record in the industry handling sensitive law enforcement video content. Vendors should be able to provide liability insurance proof upon request.

Resolution – Videos must record in full color and high definition 720p-1080p, and record at 30 frames per second.

Redaction – Proposals should include redaction tools that have the ability to blur faces, license plates, or other images, and would also be able to redact audio only. Software must be able to retain original version of videos after redaction if required for evidence.

Repair and Support – Vendor should include pricing to cover repair, and replacement of broken items to ensure functionality.

Software Security – Software should require individual assigned accounts per user, and multi-factor authentication.

Storage – Cameras should store a minimum of 16 hours of video at a resolution of 720p

Tamper – Cameras should prohibit recordings from being deleted, edited, overwritten by the wearer.

Training – Vendor must provide on-site training for all users and administrators over multiple days / scheduling needs.

Contact:

Interested vendors should make contact with Chief Edwin Henion by phone at 203.222.2667 or by email at ehenion@westonpolice.com. Please be prepared to submit proposals with the following:

- Company name, address, telephone, fax, and email
- Account representative / point of contact
- Letter of introduction and qualifications of company
- Specification of hardware capabilities
- Data Storage overview / costs
- Software solution – Flow of work through a sample case including redaction
- Implementation plan and fee schedule

Review:

The Weston Police Department will evaluate proposals returned from vendors at the executive level, and by a designated committee of police officers that range differently in rank and service. The designated body camera committee shall evaluate each product and evaluate if the requirements of the

request for purchase are being met, as well as if any standards were exceeded and how (each proposal will be graded).

Pre Submission Questions

(please be prepared to supply answers in writing at the time of proposal submission)

1. Is your company compliant with CJIS data storage requirements?
2. Is your company able to ensure over 98% up-time to both body worn camera data and dashboard video data?
3. Is your company a single software platform?
4. If your company is not a single software platform, please list the partnering companies and roles for each (data redaction, data export, etc.)
5. Is your company software capable to automate through facial recognition the ability to redact minors and victims faces as required by law minimizing the number of manual hours required for each case?
6. What is the typical process to turning body camera or dashboard camera footage over to the court?
7. Does your company install the hardware directly or use a vendor? If vendor or partner, please list.
8. Does the price of the proposal include repair or upgrade of devices over the time of the contract?
9. Is any data from the Weston Police Department intended to be stored outside the United States during the time of the contract?
10. Is the software code designed and updated internally? Please provide the the code review process to ensure integrity of the software / code audit process?

Implementation:

Upon completion of the evaluation the Weston Police Department will select the vendor and engage in the contract / price evaluation. If the proposed vendor proposal / pricing is adopted by the board of selectman, and the board of finance a plan of implementation and schedule will be established to ensure body worn cameras and dash cameras are fully functional by July 1st, 2022 when the law requires compliance.

Town Disclaimer Notice:

The Town of Weston reserves the right to reject any and all proposals, and reject any part of any proposal. The Town reserves the right to waive any informality in any and all proposals deemed in the best interest of the Town. The Town reserves the right to negotiate with the selected respondent any amendments to the contract. The Town shall be under no obligation to accept the lowest financial proposal offered. The Town may make such investigations as it deems necessary to determine the ability of a respondent to perform the work.