

**CITY OF FORSYTH  
REQUEST FOR PROPOSALS  
CAMERAS FOR CITY PARKS**

**Background**

The City of Forsyth Police Department is seeking proposals from qualified vendors to provide and install high-tech surveillance cameras at Country Club Park and Kynette Park, located in Forsyth, Georgia. The purpose of this project is to enhance public safety, deter criminal activity, and provide surveillance coverage in key areas around both parks. These systems are intended to enhance safety and security for residents and visitors by providing high-definition video monitoring, real-time data, and advanced analytics capabilities.

**Scope**

The project involves the design, installation, configuration, and maintenance of high-tech cameras in public areas of the City of Forsyth. The selected vendor will be responsible for the following:

1. **System Design and Installation:** The vendor will design and implement a network of high-tech cameras, ensuring complete coverage of the identified areas. This will include mounting, wiring, configuration, and ensuring robust network connections. Proposers are advised to review Exhibit A and Exhibit B to inform their approach for determining camera placement locations for installation.
2. **Camera Features:** Cameras should be mostly stationary area cameras with strategically placed PTZ (Pan, Tilt, and Zoom) to maximize coverage within target areas. The cameras should support high-definition video resolution (minimum 1080p), night vision, motion detection, and remote access. The system must also include software for real-time monitoring and video playback.
3. **Training:** The vendor shall provide comprehensive training for Police Department staff on the operation, monitoring, and management of the camera system.
4. **Recording & Storage:** Cameras must be connected to a centralized storage system with a minimum of 30 days of video storage capacity.
5. **Maintenance and Support:** The vendor must provide ongoing maintenance, updates, and support services for the system to ensure operational continuity. Tech support must be available to be on site within 48 hours of inquiries made by Police staff.

Country Club Park and Kynette Park are included in the scope of this RFP; however, it is essential to note that Kynette Park is currently in the early stages of a renovation process. As such, the installation of the proposed camera system at this location will be contingent upon the completion of the park's renovations and the subsequent readiness of the site for infrastructure installation. The successful proposer will need to coordinate the installation schedule to ensure alignment with the park's renovation timeline and provide flexibility in planning for any potential delays.

**Required Certifications**

The contractor must possess and provide proof of the following certifications:

- **Professional Liability Insurance:** The contractor must maintain adequate professional liability insurance coverage to protect against potential installation failures, damages, or claims resulting from the system's operation.
- **Business License:** The contractor must hold an active business license in the state of Georgia and comply with all state and local requirements for business operations.
- **All necessary permits for camera installation** from the proposer company or selected subcontractor.

### **Schedule and Submittal Instructions**

Responses to this solicitation are due no later than **5:00 pm on April 4<sup>th</sup>, 2025**. (Please see Addendum A) Proposals will be accepted on or before the deadline identified above. Proposals received after that date and time will be rejected. Proposals will not be opened publicly.

Sealed responses are due to **Will Campbell, Project Manager, City of Forsyth; 23 E Main St, Forsyth, Georgia 31029**. All proposals must be sealed and should be clearly labeled "**REQUEST FOR PROPOSALS CAMERAS FOR CITY PARKS.**" Five hard copies and one digital copy of the proposal must be provided as well.

### **Questions**

All questions should be addressed to Will Campbell at [wcampbell@cityofforsyth.com](mailto:wcampbell@cityofforsyth.com). Please note that questions by email may not be answered after March 3<sup>rd</sup>, 2025.

### **Contents of Submission**

Interested contractors should submit a detailed proposal containing the following:

1. **Company Profile:** Description of the contractor's business, including years in operation and relevant experience.
2. **Project Approach:** Detailed outline of how the contractor plans to complete the project, including a timeline, site plan, and diagrams.
3. **Technical Specifications:** Overview of the proposed security cameras, software, and infrastructure to be used.
4. **Cost Proposal:** Detailed breakdown of costs, including materials, labor, and maintenance.
5. **References:** At least three references for similar projects completed within the last three years. Please note that if your installation is contracted out to another company, we will require references for similar projects completed within the last three years for the installation company as well.

### **Selection Criteria**

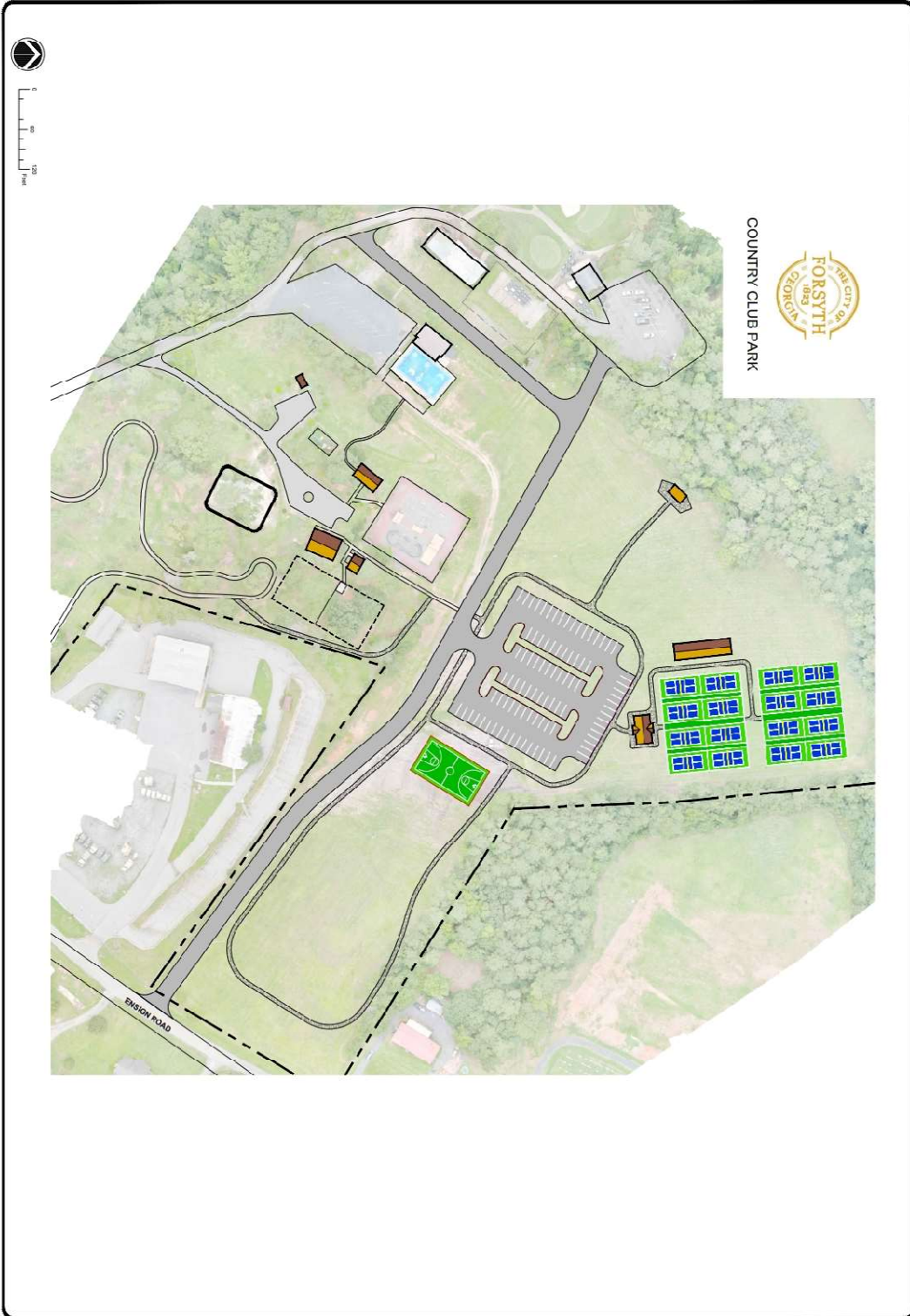
Proposals will be evaluated based on the following criteria:

- **Cost Efficiency:** Reasonableness and competitiveness of the proposed budget.
- **Experience and Qualifications:** Demonstrated expertise in installing and maintaining security camera systems, particularly in public spaces.
- **Technical Feasibility:** Viability of the proposed solution based on available technology, resources, and infrastructure to meet project requirements
- **Approach:** Strategy and methodology for implementing the proposed solution, including key steps, timelines, and risk management.

### **Disclaimer**

The City of Forsyth reserves the right to accept or reject any or all proposals. The City of Forsyth is an Equal Opportunity Employer.

# Exhibit A



SHEET 1 OF 1	PROPOSED SITE PLAN - PHASE I	<table border="1"> <tr> <td>WATER MAIN</td> <td>1</td> <td></td> <td></td> </tr> <tr> <td>OH</td> <td>1</td> <td></td> <td></td> </tr> <tr> <td>MH</td> <td>1</td> <td></td> <td></td> </tr> <tr> <td>GED DRAIN</td> <td>1</td> <td></td> <td></td> </tr> <tr> <td>DATE</td> <td>1</td> <td></td> <td></td> </tr> </table>	WATER MAIN	1			OH	1			MH	1			GED DRAIN	1			DATE	1				<small>                 SHEET SCALE:                  THESE PLOTS MAY BE REDUCED                  IN ANY SIZE OR SCALE AND THE                  DIMENSIONS SHALL GOVERN                  OVER ANY OTHER DIMENSIONS             </small>
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FORSYTH PARK SITE IMPROVEMENTS FORSYTH, GEORGIA																								

# Exhibit B



SHEET 1 OF 1	SITE PLAN IMPROVEMENTS	<table border="1"> <tr> <td>PROPERTY NUMBER</td> <td>1</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>CH</td> <td>2</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>MH</td> <td>3</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>DATE</td> <td>FEB 2025</td> <td></td> <td></td> <td></td> <td></td> </tr> </table>	PROPERTY NUMBER	1					CH	2					MH	3					DATE	FEB 2025						<small>VERIFY SCALE: THESE PLANS MAY BE REPRODUCED, COPYED, OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, WITHOUT THE WRITTEN PERMISSION OF HOFSTADTER &amp; ASSOCIATES</small>
	PROPERTY NUMBER		1																									
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DATE	FEB 2025																											
KYNETTE PARK																												
SITE IMPROVEMENTS																												
FORSYTH, GEORGIA																												

Please note areas that **must** be within camera coverage zones:

- Coverage of entrances and exits
- Outdoor stage
- Pickleball courts
- Basketball court
- Skate Park
- Splashpad
- Inside all pavilions
- Parking lots
- Playgrounds
- Outside of bathrooms
- Along walking trail

## **ADDENDUM A**

Response due date has been extended to **12:00 pm on April 4<sup>th</sup>, 2025.**