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November 21, 2024

Bidder:

The City of Traverse City will receive sealed bids in the Office of the City Manager, Second floor, Governmental Center, 400 Boardman Avenue, Traverse City, Michigan, 49684, until **Wednesday, December 4, 2024, at 10:00 a.m. (EST)** for the following:

**MOBILE SOLAR SURVEILLANCE TRAILER**  
(specifications attached)

If the specifications are obtained from the City's website link at: [City of Traverse City Bids](#), it is the sole responsibility of the Bidder to check the website for updates and addenda prior to the bid being submitted. Bidder may also sign up to receive notifications when bids and RFPs are posted by sending an e-mail requesting same to [ksheridan@traversecitymi.gov](mailto:ksheridan@traversecitymi.gov)

The City of Traverse City reserves the right to accept or reject any or all bids, waive irregularities, and to accept the bids either on an entire or individual basis that is in the best interest of the City. The City accepts no responsibility for any expense incurred by the Bidder in the preparation and presentation of a bid. Such expenses shall be borne exclusively by the Bidder. Only the successful Bidder will be notified.

You must indicate on the outside of the sealed envelope that the bid is for the **"Mobile Solar Surveillance Trailer."** You must submit **TWO (2) SEALED COPIES** of the bid to the City Manager's Office prior to the above-indicated time and date or the bid will not be accepted. Alternatively, emailed bids *will be* accepted. Please indicate in the subject line of your email that you are submitting a "Sealed Bid" together with the project description, "Mobile Solar Surveillance Trailer," and submit your emailed bid to [tcmanage@traversecitymi.gov](mailto:tcmanage@traversecitymi.gov) **before Wednesday, December 4, 2024, at 10:00 a.m. (EST).**

Please note that if you have previously submitted an informal quote, you will still need to submit a sealed bid prior to the date and time specified above in order to be considered. Please ensure that all requirements listed in the specifications are met. If you have any questions, please contact Det. Matt Verschaeve, at [mverschaeve@traversecitymi.gov](mailto:mverschaeve@traversecitymi.gov), before the bid is submitted.

PLEASE SUBMIT BID TO: Kim Sheridan, Purchasing Agent  
City of Traverse City / City Manager's Office  
400 Boardman Avenue, 2<sup>nd</sup> floor  
Traverse City, MI 49684  
Email: [tcmanage@traversecitymi.gov](mailto:tcmanage@traversecitymi.gov)

## **SPECIFICATIONS**

### **Project Overview:**

The Traverse City Police Department (TCPD) is soliciting proposals to enhance its Public Safety Video Surveillance System by adding mobile solar surveillance camera trailers. Mobile solar surveillance camera trailers would complement the department's crime reduction strategies, effectively allocate and deploy personnel, and to enhance public safety and security in public areas. Areas of interest for video surveillance include those areas with high volume of calls for service, city infrastructure, designated areas within community safety plans, and special events.

### **Timeline:**

Mobile solar surveillance camera trailer to be delivered within 5 weeks of purchase date.

### **Deliverable requirements:**

DOT compliant towable trailer with lockable and/or removable tongue. Certificate of Origin must be provided for state licensing.

#### **Frame**

Heavy-duty, welded-steel, power-coated chassis with minimum 3500 lbs. axle and reinforced suspension. The trailer will have an outer metal frame with security panels providing a security enclosure for the NEMA metal enclosures housing the controls, power, and solar power systems.

#### **Leveling**

Hand-crank outriggers for leveling/stabilization. Four (4) leveling stands shall be installed on each corner of the chassis with locking mechanisms.

#### **Mast**

No sway, rigid steel, 18', single person manual hand-crank deployable tilt-up mast with locking mechanism. Telescoping masts of any kind is not compliant with this specification and will not be accepted as an alternative. Mast must be rated for 85mph wind gusts and completely waterproof. The mast must have internal non-exposed cabling to support up to six IP cameras of any brand. The cabling must be terminated with outdoor weather rated RJ45 quick connect fittings. Alternatives to this design will not be accepted.

Provider must have one year of documented experience providing ridged steel tilt-up masts as described. The contractor will provide three references for such deployments with customer contact upon request.

#### **Controls**

All control and communication electronics will be located in secure NEMA enclosure secured to the frame of the trailer located inside the trailer's secure compartment created by the frame and security panels. No electronics shall be located at the top of the mast.

All electrical components to be installed in the base of the trailer with weatherproof and dustproof NEMA rated enclosures. The controls enclosure will be secured to the frame and equipped with a temperature control system with automated cooling and heating systems.

### **Communications**

Contractor to provide a cellular hotspot enabled to connect to Verizon service. Provide an external Antenna for the hotspot installed on the mast. For easy service the communication equipment is to be in the control's enclosure located in body of the trailer. No design with the hotspot located at the top of the mast will be accepted.

### **NVR – Recorder**

(1) 8 channel 4K IP NVR will be located on-board. The unit will be NDAA compliant and store 60 days of continuous recording put to 4K resolution for all cameras. The NVR must have a free mobile app for iPhone and Android. The app must be owned and maintained by the contractor, 3<sup>rd</sup> party apps will not be accepted.

### **Camera Assembly**

The camera assembly will support up to four PTZ cameras or any combination of fix, ptz or quad cameras. For storage and transportation, the entire camera assembly will be stored in a security enclosure located on the tongue of the trailer. The camera assembly must be stored without removing cameras from the assembled. The assembly will be easily fitted to the mast by a single person with no tools required.

### **The Camera Assembly will be equipped with:**

- (2) NDAA compliant PTZ outdoor rated IP PTZ security cameras, minimum of 5-megapixel clarity, 25x optical zoom, 330-foot IR night vision.
- (2) NDAA compliant mid-range PTZ cameras with optical motorized 2.8-12mm, Resolution 5MP+, IR night vision distance 150ft.
- (2) 180 Degree, Turret Dome Cameras, Resolution 5MP+. Mounted below the PTZ assembly on the mast.

### **Solar Panels**

Minimum 800-watt solar array – 4 Panel Array on each trailer. The panels will be fixed to the frame of the trailer and angled at 40 degrees. The panels will not have any articulating mechanism for adjusting or repositioning the solar panels.

### **Power System**

Minimum four (4) – 200AH 12v Gel or Lithium Batteries (or sufficient quantity to power specified load for minimum of five (5) rainy days). Charge Controller will have the ability to fully charge battery system from a complete drain to fully charged in an eight-hour period with unobstructed sun light. The charge controller will provide Bluetooth and remote access to all charging and performance data.

### **Lighting**

Trailer shall be equipped with a minimum of four blue flashing LED marker lights with manual on/off control located in the camera storage compartment.

The trailer will provide two high intensity LED flood lights which can be activated automatically or manually by a remote user.

**Aux Power**

The trailer will be equipped with an external 120v power connection for the ability to plug-in site power to recharge batteries.

**Siren/Speaker**

The mast will be equipped with 110dB IP speaker/siren which is permanently attached to the mast. The unit will provide alarm sounds and live two-way communications on-demand.

**Custom Wrap**

The trailer will be wrapped with custom logo colors and select background colors. The design will allow for full color graphics with a minimum graphics area of one continuous square meter of graphic space on each side of trailer.

**Deployment**

The entire system must be able to be deployed in ten minutes by a single person without any hand or power tools.

**Support**

Provider must have 5 years' experience in the electronic CCTV industry and will provide 5 years of unlimited technical support. Provider will document they maintain a full-time trained support department with on-demand technical assistance.

**Warranty**

Provider will warranty the entire system, trailer and all electronics for a 5-year period.

**Submittals**

Provider must submit technical drawings of mast design, calculations for wind loads and photos of deployed systems in the ready to transport and fully deployed mode(s).

**Rejection of Proposals:**

The City reserves the right, in its sole and complete discretion, to reject any and all proposals or cancel the request for proposals, at any time prior to the time a contract is fully executed, when it is in its best interests. The City is not liable for any costs the Bidder incurs in preparation and submission of its proposal, in participating in the RFP process or in anticipation of award of the contract.

**Bidder - Please complete and return:**

**BID SUMMARY**

**TITLE: MOBILE SOLAR SURVEILLANCE TRAILER**

**DUE DATE: WEDNESDAY, DECEMBER 4, 2024 @ 10:00 a.m. (EST)**

Having carefully examined the attached specifications and any other applicable information, the undersigned proposes to furnish all items necessary for and reasonably incidental to the proper completion of this bid. Bidder submits this bid and agrees to meet or exceed all requirements and specifications unless otherwise indicated in writing and attached hereto.

Bidder certifies that as of the date of this bid the Company or he/she is not in arrears to the City of Traverse City for debt or contract and is in no way a defaulter as provided in Section 152, Chapter XVI of the Charter of the City of Traverse City.

Bidder understands and agrees, if selected as the successful Bidder, to accept the City's standard Purchase Order / Service Order / Contract, the terms of which are not negotiable, and to provide proof of the required insurance.

Bidder submits this bid and agrees to meet or exceed all the City of Traverse City's requirements and specifications unless otherwise indicated in writing and attached hereto. Bidder shall comply with all applicable federal, state, local and building codes, laws, rules and regulations and obtain any required permits for this work.

Bid forms are to be completed, including bid sheet, and submitted. Items not meeting specifications must be noted and bidder shall fully describe every variance, exception, and/or deviation. Additional sheets may be used and submitted with bid.

Bidder is also required to submit, with the bid, the latest printed manufacturer's specifications and advertising literature on the equipment (including components) to be provided. Completed unit MUST be equipped in compliance with all applicable ANSI, OSHA, State and Federal Motor Vehicle Safety standards and regulations in effect at time of manufacture.

The Bidder certifies that it is in compliance with the City's Nondiscrimination Policy as set forth in Administrative Order No. 47 and Chapter 605 of the City's Codified Ordinances.

The Bidder certifies that none of the following circumstances have occurred with respect to the Bidder, an officer of the Bidder, or an owner of a 25% or more share in the Bidder's business, within 3 years prior to the bid:

(a) conviction of a criminal offense incident to the application for or performance of a contract;

(b) conviction of embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, or any other offense which currently, seriously and directly reflects on the Bidder's business integrity;

(c) conviction under state or federal antitrust statutes;

(d) attempting to influence a public employee to breach ethical conduct standards; or

(e) conviction of a criminal offense or other violation of other state, local, or federal law, as determined by a court of competent jurisdiction or an administrative proceeding, which in the opinion of the City indicates that the bidder is unable to perform responsibility or which reflects a lack of integrity that could negatively impact or reflect upon the City of Traverse City, including but not limited to, any of the following offenses or violations of:

i. The Natural Resources and Environmental Protection Act.

ii. A persistent and knowing violation of the Michigan Consumer Protection Act.

iii. Willful or persistent violations of the Michigan Occupational Health and Safety Act.

iv. A violation of federal, local, or state civil rights, equal rights, or non-discrimination laws, rules, or regulations.

v. Repeated or flagrant violations of laws related to the payment of wages and fringe benefits.

(f) the loss of a license or the right to do business or practice a profession, the loss or suspension of which indicates dishonesty, a lack of integrity, or a failure or refusal to perform in accordance with the ethical standards of the business or profession in question.

Bidder understands that the City reserves the right to accept any or all bids in whole or part and to waive irregularities in any bid in the best interest of the City. The bid will be evaluated and awarded on the basis of the best value to the City. The criteria used by the City may include, but will not be limited to: ability, qualifications, timeframe, experience, price, type and amount of equipment, accessories, options, insurance, permits, licenses, other pertinent factors and overall capability to meet the needs of the City. The City is sales tax exempt – Government.

Bidder agrees that the bid may not be withdrawn for a period of sixty (60) days from the actual date of the opening of the bid.

**Total Cost, per all specifications:**     \$\_\_\_\_\_

**Anticipated Delivery Date (if ordered in early December):** \_\_\_\_\_

Submitted by:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name and Title (Print)

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Fax

**EMAIL ADDRESS:**  
\_\_\_\_\_

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Company Address

\_\_\_\_\_  
City,

\_\_\_\_\_  
State,

\_\_\_\_\_  
Zip

\_\_\_\_\_  
Sole proprietorship/partnership/corporation

\_\_\_\_\_  
If corporation, state of corporation

REFERENCES: (include name of organization, contact person, and daytime phone number).

1. \_\_\_\_\_

Contact Person: \_\_\_\_\_ Telephone: \_\_\_\_\_

2. \_\_\_\_\_

Contact Person: \_\_\_\_\_ Telephone: \_\_\_\_\_

3. \_\_\_\_\_

Contact Person: \_\_\_\_\_ Telephone: \_\_\_\_\_