



Chief of Police  
Jennifer G. Tejada

Police Department  
City of Emeryville  
2449 Powell Street  
Emeryville, CA 94608



April 25, 2019

**To:** Vendors Considering the BWC RFP

**Re:** RFP Vendor Questions Received

On April 24, 2019, the BWC, RFP vendor questions were due to Captain Collins. Below are all the vendor questions received by Captain Collins. The Department's responses to the vendor questions are in red below:

1. If the Emeryville Police Department decides to move forward with field testing for the duration of 1 month, how many body worn camera units would the agency require for this exercise? **If needed, the Department will need to test at least 3 (three) BWC cameras, for up to one-month during the testing phase.**
2. How many Admin licenses would the agency require? Admin licenses would be for your users who would not be utilizing the body worn camera but would need access to the data system. **The Department will need a minimum of 4 (four) admin licenses.**
3. How many patrol shifts does the Department have per day? **There are 7 (seven) patrol shifts throughout the week. One side of the week has 4 (four) shifts per day and the opposite side of the week has 3 (three) shifts per day.**
4. How long is each patrol shift? **Either 4 -10 hours shifts per week or 3 - 12.5 hour shifts per week.**
5. On average, how many officers are out on a shift at a time? **4 to 5, but as many as 9. More if there is a special event occurring.**
6. On average, how much video does the Department expect to record per shift? An estimate will provide a baseline for vendors to use to calculate storage costs so that the Department can have a fair cost comparison. **What the vendor appears to be asking for here are the number of minutes recorded per shift and hard drive requirements. Since this data varies every shift, it's not something we can project / estimate accurately. Variables such as the number of calls for service, major investigations, or proactive enforcement are difficult to predicted.**
7. How many locations will be used to upload video? **This depends on how the video is uploaded. If it's wireless, one location. If the video is uploaded manually, such as via a web-based browser (with wire connections to desktop computers) we want access to upload and video video at each desktop in the department (approximately 35).**
8. How many Officers will be uploading video at a shift change at each location? **This depends. It could be one at a time or as many as 8 or more at once, depending on the circumstances.**

9. What kind of connectivity exists between locations? How much connectivity is available for video transfer? **There is only one Police Department facility in Emeryville so connectivity between locations is not relevant. The PD has a 100Mbps connection to the internet and 100 Mbps to all internal network nodes. Wireless access is also available at the Police Department.**
10. If each site has internet connectivity what is the bandwidth speed (up and down)? **100 Mbps up and down.**
11. What are the Department's video retention policies? How long is non-evidentiary / evidentiary video kept in active storage? How long is video kept archive storage? **Generally, video is retained for 366 days. If the video is evidence or associated with an investigation, it could be retained indefinitely. Moving video from "active storage" (which I assume is in a server or the cloud) to physical property in the evidence room (such as a CD) is not a desirable process.**
12. Will cameras be assigned or pooled? **Assigned.**
13. Will cameras be returned to the Department after each shift or will they be taken home by the user? **It is likely the BWC's will be stored at the Department but it's possible some BWC's will be taken home, particularly by the motor officers and detectives.**
14. Will you want remote access by supervisors to stored video? **Yes.**
15. The RFP solicitation document notes that the City initiated a BWC program in 2015. Would the City clarify which system, who is the manufacturer, and how many of the BWCs devices / equipment have been upgraded or replaced in the years since 2015? **The Department uses the VieVu BWC system. Some BWC cameras have been replaced during the time the VieVu system has been in place.**
16. How many locations does the City anticipate for the uploading/downloading of body camera video? **Refer to question #7 above. If wireless upload is proposed, we expect one location. If the BWC system is web-based, we want access to upload and view on each desktop terminal.**
17. Will the City clarify if it has a preferred project deployment completion date for the implementation? **This depends on the length of the vendor submission process, the testing and evaluating process, the contractual process and City Council approval. The milestone timeline goals are outlined in the RFP, which the Department will make every effort to follow.**
18. Does the City presently have an in-car camera system? If so, which system, who is the manufacturer, and when was the system purchased and installed? **No.**
19. How many marked patrol cars does the City have? **This does not have relevance to this RFP.**

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