



# ADMINISTRATIVE OFFICE OF THE COURTS

MARYLAND JUDICIAL CENTER  
580 TAYLOR AVENUE  
ANNAPOLIS, MARYLAND 21401

Pamela Harris, State Court Administrator  
410-260-1295

**Addendum No. 1 to the  
Request for Proposals (RFP) K15-0042-74  
Complete Security System (Non-Proprietary) for the  
District Court of Maryland - Harford County**

Ladies and Gentlemen:

This Addendum is being issued to amend and clarify certain information contained in the above named RFP. All information contained herein is binding on all Offerors who respond to this RFP. Specific parts of the RFP have been amended. The following changes/additions are listed below; new language has been **bolded and underlined** and language deleted has been marked with a ~~strikeout~~ (ex. language deleted).

## 2.3 Statement of Work

~~6. All work shall be performed during regular business hours.~~

**The Contractor shall furnish, deliver and install and complete turn-key digital system in accordance with specifications. Proposed system shall present "best solution." The surveillance system will be used inside of the facility only and images/data will NOT be transmitted outside of the building.**

**6. DVR - System shall be equipped with a 16 port DVR with 2 terabytes of memory.**

**7. Permits – No permits required.**

**8. Wiring runs - Plenum ceilings. Cabling/wire must be plenum rated, hung in ceiling wherever possible and may not cross any existing communication wires. Wiring in Sallyport must be installed in conduit. Wiring in stairwells must be installed in Wiremold. Any wiring in areas/walls that cannot be fished must be installed in Wiremold.**

**9. Exterior – In some areas trees/foilage may be in the line of sight. The trees are owned by and the responsibility of the Town of Bel Air. DGS shall contact the Town to have the trees trimmed to allow line of sight for the camera(s).**

**10. Basement/Sallyport Area – some existing fluorescent lighting fixtures may adversely affect or "washout" video images. DGS will install industrial shields (to reflect light down) on lights as required.**

**11. 1' x 1' Interlocking Ceiling Panels – Contractor shall attempt to route wiring to**

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bypass the 1' x 1' interlocking ceiling panels. However, if the ceiling needs to be opened and closed, it will be done solely by DGS.

12. Exterior cameras – shall remain as specified in the solicitation (4 PTZ and 2 fixed) and have motion detection capability.

13. Work Hours: Work shall be performed during both regular business and after hours/weekends. Regular working hours are defined as 7:30 AM to 4:00 PM.

- Exterior cameras to be installed during regular working hours.
- Two fixed wall mounted cameras - to be installed during regular working hours.
- Interior cameras to be installed AFTER/WEEKEND hours.
- Wall mounted monitors - at bailiff's station to be installed on AFTER/WEEKEND hours. In DGS Office to be installed during regular working hours.
- DVR to be installed during regular working hours.

#### 2.4 Delivery and Installation

Delivery and Installation:

Inside delivery and installation ~~during regular business hours required (8:30-4:30PM)~~ and must be scheduled with the Project Manager.

Issued: May 21, 2015  
Colleen Cantler  
Procurement Specialist