

CITY OF PADUCAH, KY

Request for Proposal

City Parks Camera Project

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I. Introduction

The City of Paducah, KY is requesting proposals from qualified firms to provide low voltage electrical services, camera design, and installation for the upcoming Parks Camera projects. This includes but is not limited to installation of cameras and wireless bridges and running low voltage cabling.

II. Current Environment

The City of Paducah would like new cameras installed at Robert Coleman and Rotary Health Parks as well as cameras added or replaced in multiple locations in Noble Park. These locations are being prepared with power and fiber infrastructure. The City's current cameras are Axis brand and our existing video management software is Milestone Systems. Additional details of the City of Paducah's technology environment will be disclosed during the mandatory in-person pre-submission meeting.

III. Scope of Work/Services

It is the goal of the City of Paducah to install new cameras at Robert Coleman Park, Rotary Health Park, and add/replace cameras at multiple Noble Park locations. In addition, the new cameras are to be configured and added to our existing Milestone Systems video management software. Some locations will require wireless bridges to connect to the network.

Installation:

Unless otherwise specified, installation includes:

- Running low voltage cabling in existing conduit/poles from camera locations to fiber locations
- Termination of low voltage cabling
- Mounting cameras and network equipment
- Configuration of cameras and networking equipment
- Adding cameras into exiting Milestone video management system
- Testing and calibrating cameras

All fiber junction boxes, decorative camera poles, conduits, and electrical receptacles are being installed under a separate Request for Bid and are **not** in scope for this Request for Proposal.

The following maps show where each camera will approximately be installed and where the new infrastructure will be added:

Map Legend

Line/Dot Color	Description
Baby Blue	Low-Voltage bore
Blue dot	Camera
Red dot	Receptacle
Gray	Fiber
Purple	Wireless Bridge

Maps continued next page

Robert Coleman Park



Camera 1

- Mount 4-lens camera on corner of existing building
- Connect to customer provided switch

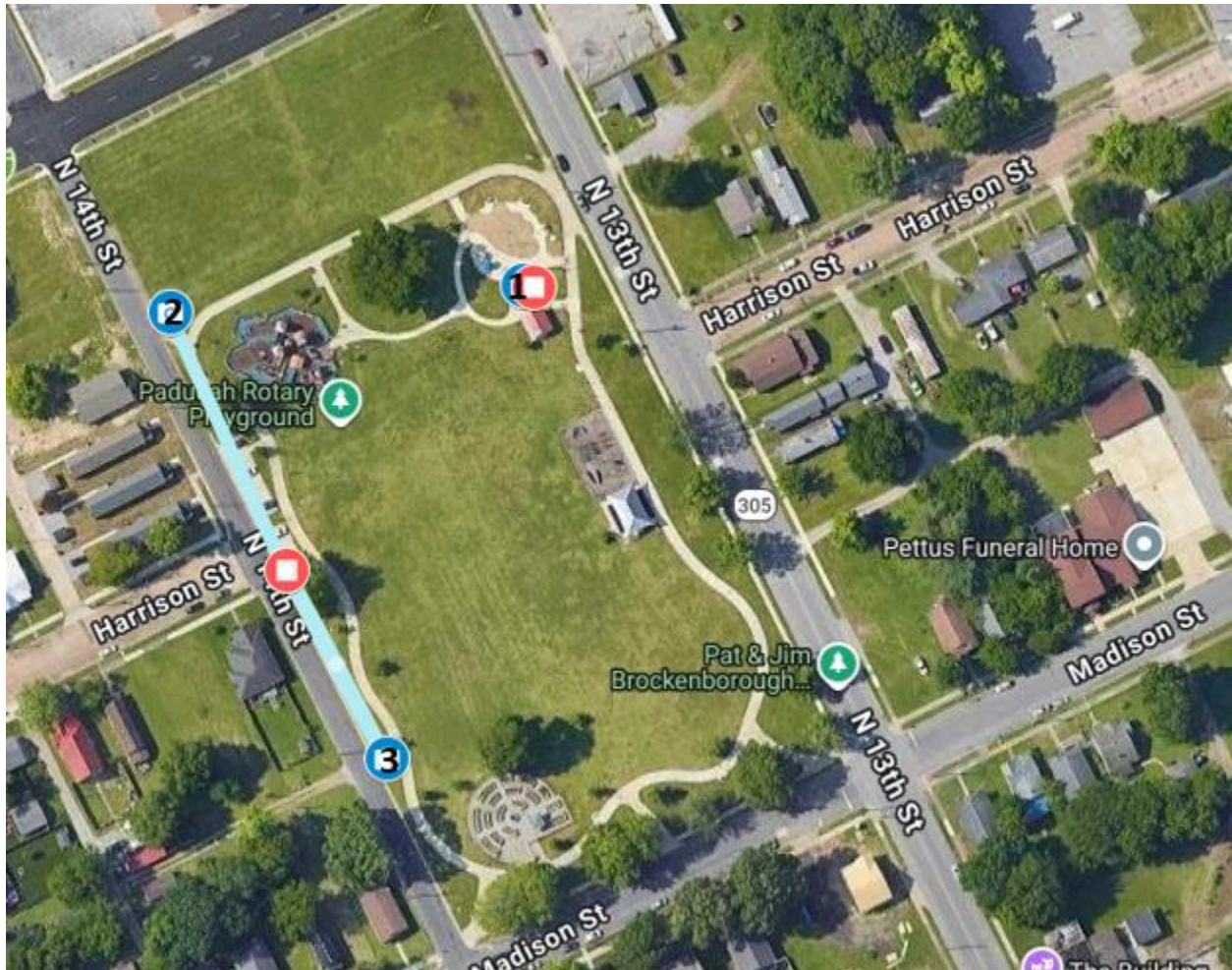
Camera 2

- Mount 4-lens camera on customer provided pole
- Run low-voltage from customer provided switch in building to camera location in existing conduit

Camera 3

- Mount 4-lens camera on customer provided pole
- Run low-voltage from customer provided switch in building to camera locations in existing conduit

Rotary Health Park



Camera 1

- Mount 4-lens camera on customer provided pole at electrical box just outside bathroom
- Connect to customer provided fiber junction box

Camera 2

- Run low-voltage cabling from customer provided junction box at Harrison/N 14th to camera location in existing conduit
- Mount 4-lens camera on customer provided pole location at North West side of park

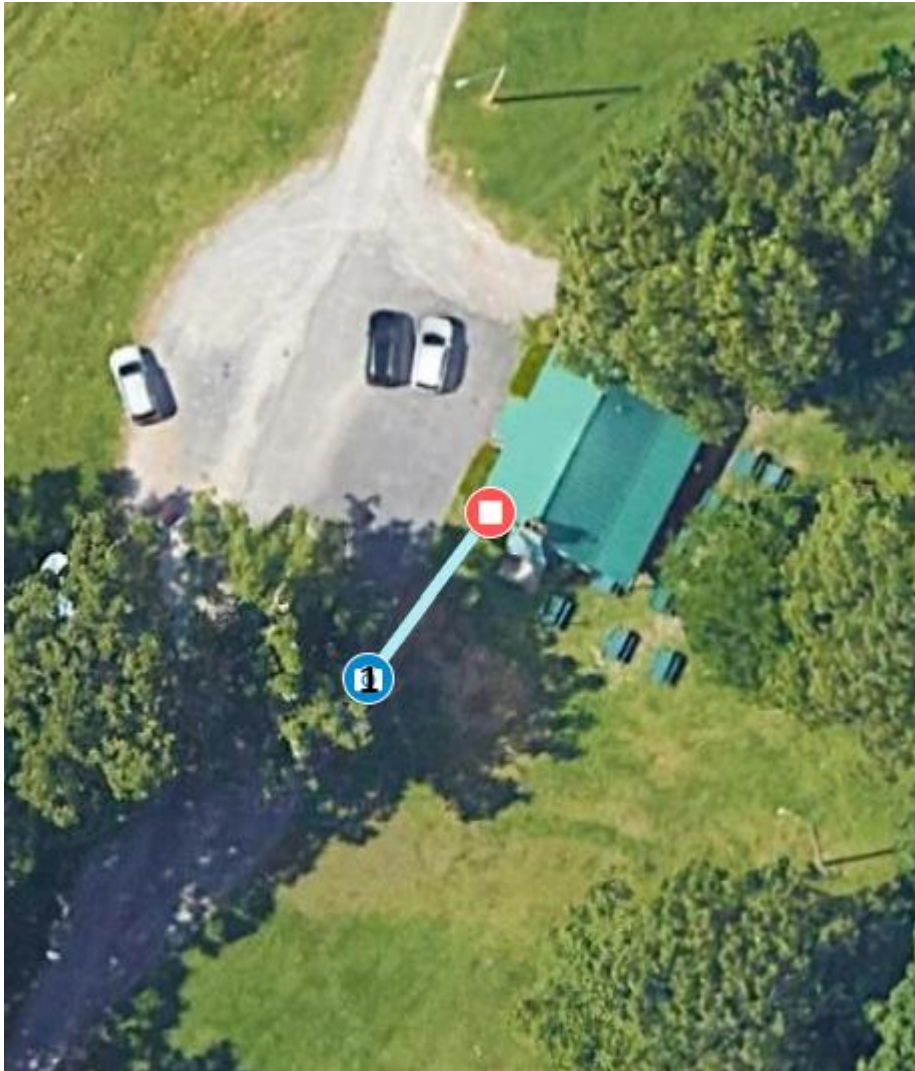
Camera 3

- Run low-voltage from customer provided junction box at Harrison/N 14th to camera location in existing conduit
- Mount 4-lens camera on customer provided pole location at South West side of park

Noble Park

Continued on next page

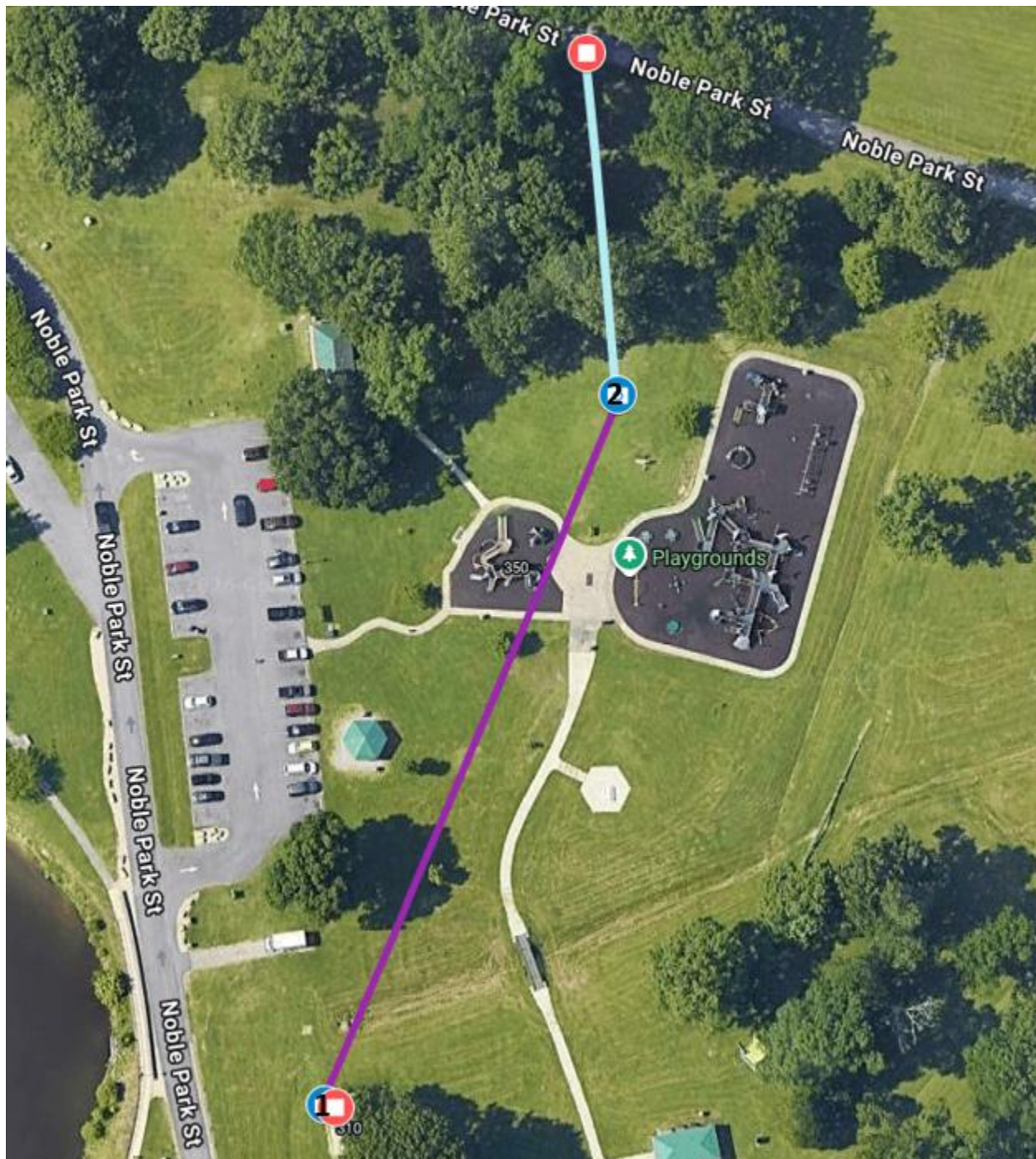
Noble Park – Dog Park/Anna Baumer



Camera 1

- Install 4-lens camera on customer provided light pole in parking lot
- Connect to customer provided fiber junction box on same pole
- Mount customer provided wireless access point on pole and connect to fiber junction box

Noble Park – Large Playground East



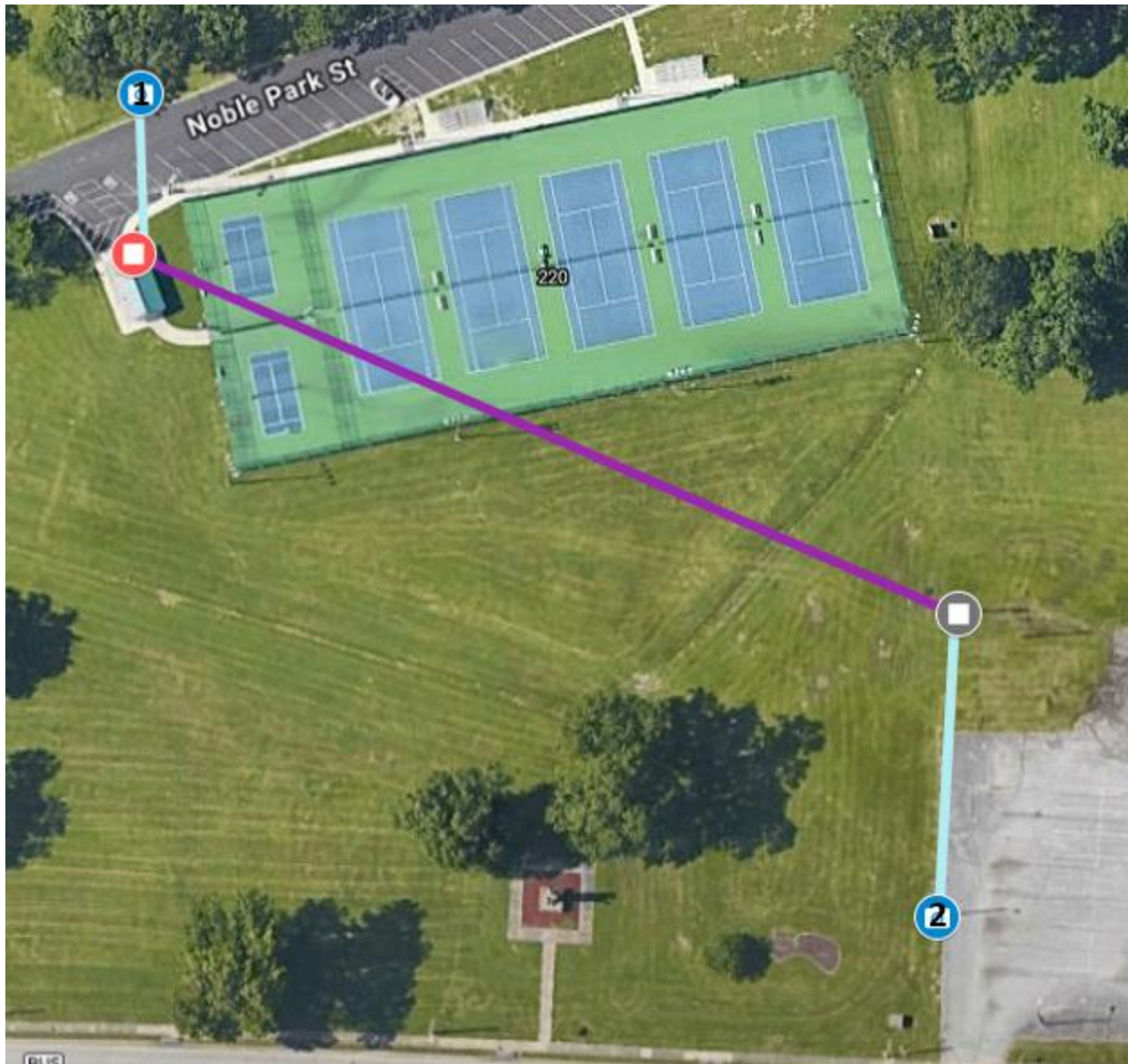
Camera 1

- Mount 4-lens camera and wireless bridge on corner of bathroom
- Connect to customer provided network switch

Camera 2

- Run low voltage in existing conduit from customer provided junction box to camera location at playground
- Mount 4-lens camera and wireless bridge on customer provided pole at playground

Noble Park – Wacinton Totem/Tennis/Pickleball



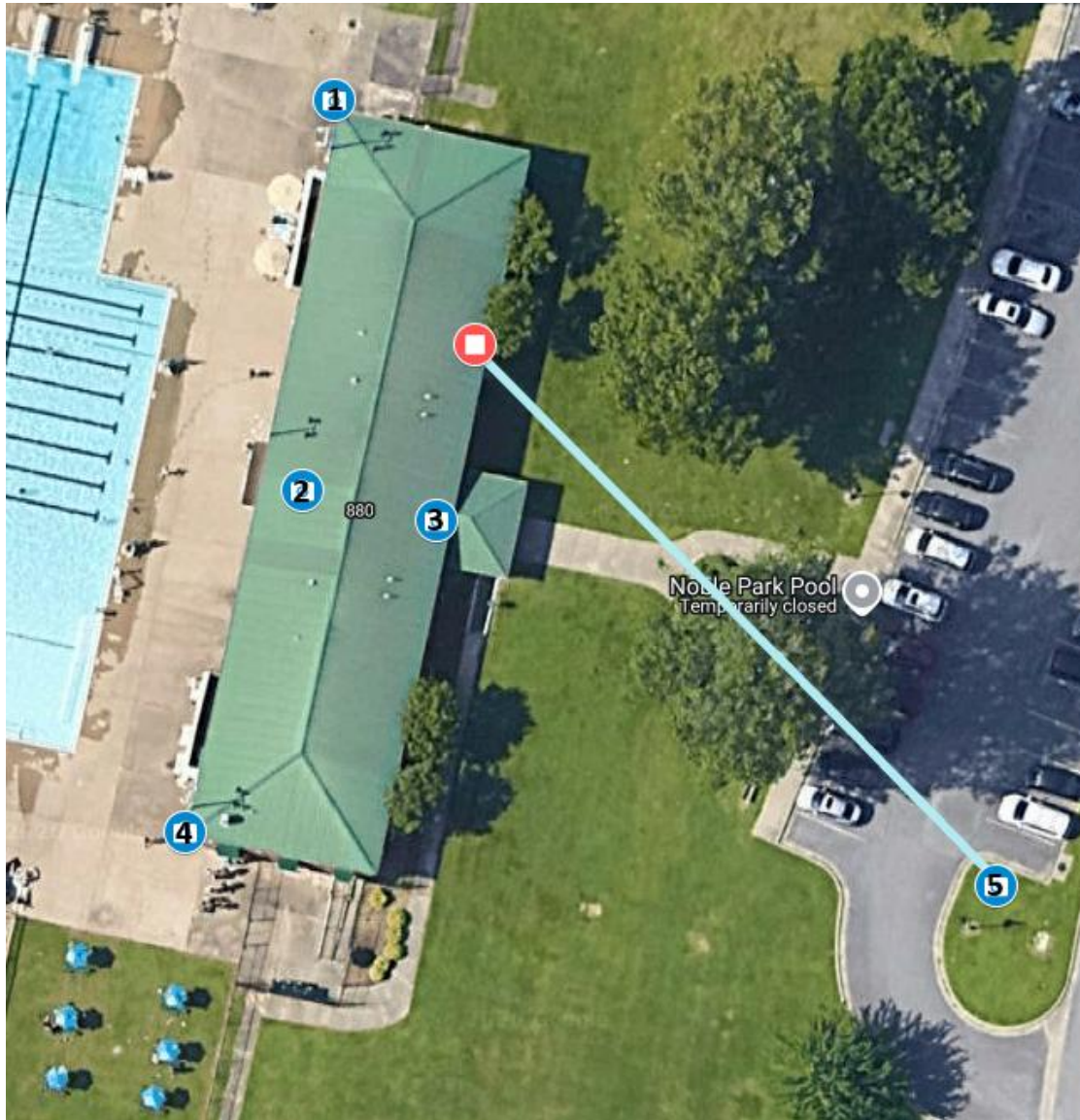
Camera 1

- Mount 4-lens camera on customer provided pole at tennis court
- Mount wireless bridge on building
- Run low voltage in existing conduit from tennis court bathroom to camera location
- Connect bridge and camera to customer provided switch

Camera 2

- Run low voltage in existing conduit from customer provided junction box at north west corner of parking lot to camera location
- Mount 4-lens camera on customer provided light pole west of parking lot
- Mount wireless bridge on customer provided light pole at north west corner of parking lot

Noble Park – Pool



General Notes

- Remove all existing cameras and camera cabling
- All new cabling should terminate at existing, customer provided, switch location

Camera 1

- Install 4-lens camera on north west corner of building

Camera 2

- Install fixed lens camera in interior pointing at exit to pool

Camera 3

- Install fixed lens camera in interior pointing at entrance to pool house

Camera 4

- Install 4-lens camera on south west corner of building

Camera 5

- Run low voltage in existing conduit to camera location in parking lot
- Install 4-lens camera on customer provided pole in parking lot

Noble Park – Skate Park



Camera 1

- Install 4-lens camera on provided pole and connect to customer provided junction box
- Mount customer provided wireless access point

Noble Park - Baseball and Softball



Camera 1

- Replace existing camera at baseball field parking lot with new 4-lens camera

Camera 2

- Replace existing camera at baseball field with fixed camera

Noble Park – Basketball Courts



Camera 1

- Replace existing camera with new fixed camera

IV. Specifications

Cameras

- Must be AXIS brand, no substitutions will be accepted
- Must be a minimum of 4MP
- All cameras must be quoted with a minimum of 512GB SD card
- Cameras mounted on decorative poles must be black in color

Wireless bridges

- Must be Ubiquity UniFi, no substitutions will be accepted

Cabling

- All low voltage cabling shall be outdoor rated and CAT 6
- All low voltage cabling that is visible to the public shall be black in color

Licensing

- Quotes must include Milestone XProtect Expert Device Channel License
- Quotes must include Milestone Care Plus for XProtect Expert DL

V. Proposal Contents

- Names, addresses and descriptions of key subcontractors, if any, that your company would employ and a description of their relevant experience and past performance.
- Any subcontractors must be identified in the bid. The City must know if work is being done outside of the firm. Please remember that after contract signing the City reserves the right to approve all subcontractors that were not approved during the RFP process.

Denial of a subcontractor by the City will NOT absolve the bidder from getting the work done for the contracted price.

- The name of the person in your firm who would be the official contact person for any contractual relationship.
- A schedule for the work, including the range of start dates to which your firm is prepared to commit and anticipated completion dates.
- A letter stating that the bidder will supply general liability insurance with the City of Paducah as an additional insured.
- A detailed scope of work for each park location
- A detailed materials list including manufacturer and model numbers for each park location. A sample materials sheet is provided as Appendix A.

VI. Warranty and Maintenance:

The bidder warrants that all services performed and materials provided will be free from defects in material and workmanship for a period of one year from the date of final acceptance by the City of Paducah, KY. Any defects, faulty materials, or poor workmanship appearing within this period shall be corrected or replaced by the bidder at no additional cost to the City of Paducah, KY.

VII. Pricing

The City seeks a clear and comprehensive understanding of all costs associated with this effort. The City will evaluate proposals based on the “Total Cost”. The proposer’s pricing should, by line item, identify all costs on a single sheet, with a clearly identified “Total Cost”. The contract “not to exceed” amount will be based on this “Total Cost”.

Pricing shall be broken down by each location in the scope of work. A sample pricing sheet is provided as Appendix B.

VIII. Submission and Evaluation

Pre-Submission meeting

For bidders to be fully informed on the current environment at the parks, prospective bidders shall attend a mandatory, in person, pre-proposal meeting where the parks will be evaluated and questions can be asked.

Virtual attendance will not be permitted. Failure to attend this meeting will disqualify you as a potential bidder.

The meeting will be held 14 days prior to the bid opening, at 2:00 p.m. on **Tuesday, September 1st, 2026**, at the City Hall, 2nd Floor Commission Chambers, 300 S. Fifth Street, Paducah, KY.

Questions made in writing (email) will be responded to up to 72 hours prior to the bid opening. If questions are submitted, the question(s) and answer(s) are forwarded to all potential bidders in order to maintain a fair and competitive process.

All questions may be sent to Eric Stuber, Chief Technology Director, at estuber@paducahky.gov

Submission Procedure

Three copies of sealed Proposals conforming to the requirements set out below must be received via U.S. Mail or Courier no later than 2:00 p.m., **Tuesday, September 15th, 2026**. Submittals shall be submitted to:

Paducah City Clerk
300 South Fifth Street
PO Box 2267 Paducah, KY 42002

Physical proposals must be submitted in sealed envelopes and marked, "City of Paducah FY27 Parks Camera RFP". The name and address of the bidder must also appear on the envelope

Proposals must state that they are valid for a period of at least ninety (90) days from the closing deadline.

The City of Paducah reserves the right to waive irregularities and to reject any or all bids. The City also reserves the right to negotiate with the selected bidder in the event that the price exceeds available funds

Modification of Bids

Modifications to bids already submitted will be allowed if submitted in writing prior to the time fixed in the RFP. Modifications shall be submitted as such and shall not reveal the total amount of either the original or revised bids. Modifications shall follow submission requirements.

Opening Evaluation and Contracting

Proposals will be opened by the City of Paducah at City Hall located at 300 South 5th Street on **Tuesday, September 15th, 2026** at 2:00 pm. All proposals must be submitted to the Paducah City Clerk's office in a sealed envelope and marked "City of Paducah FY27 Parks Camera RFP."

All proposals satisfying the requirements of this Request for Proposals will be evaluated to establish which of the bidder's best fulfills the needs of the City and this project.

The City of Paducah will select the most qualified firm based on the following criteria:

Criteria Points

Criteria	Points
1. Specialized experience or technical expertise of the bidder	15
a. Experience	
b. Qualifications	
c. Age of business	
2. Past record of performance on similar contract(s) with other clients, including quality of work, timelines, and cost control.	35
a. References	
b. Quality of references	
c. Evidence of past performance	
d. Has government clients	
e. Has worked with the City before	
3. Quality of services to be provided	25
a. Process thoroughly outlined/defined	
b. All product requirements are met	
4. Value and Price of services performed	25
a. Fixed cost proposal provided	
b. Lowest price gets maximum points, all others scored proportionally	

TOTAL POSSIBLE POINTS: 100

The city anticipates entering into a contract with one bidder to provide the scope of work/services provided herein. This RFP, however, does not commit the City to award a contract, to pay any costs incurred in the

preparation of a proposal or to contract for the goods and/or services offered. The City reserves the right to accept or reject any or all proposals received as a result of this request, to negotiate with all qualified bidders or to cancel this RFP, if it is in the best interests of the City to do so. If an award is made, the best evaluated bidder will be awarded the bid. The decision of the City shall be final.

After the selection of a Company, the schedule should include a period of collaboration between the City and the Company to better define, elaborate upon and fix the Company's exact and final scope of work/services (the "Final Scope"). The Final Scope will be attached to the executed contract. The Company warrants to the City that the scope of work/services reflected therein can be completed by the Company, in a form substantially similar to the preliminary scope, for the amount of the compensation set forth in the Proposal Content.

Qualifications

- Bidder or subcontractors must hold a Milestone certification to be able to add cameras to existing Milestone system
- Bidder must provide Milestone certification numbers for their staff or subcontractors as part of their bid package
- Bidder or subcontractors must be able to obtain an electrical permit for low voltage through the City of Paducah Fire Prevention Division
- All electrical work completed for this bid must be National Electrical Code (NEC) 2023 Compliant

IX. Conflicts, Gratuities, and Kickbacks

The Bidder adheres to the provision of KRS 45A.455 relative to conflicts of interest, gratuities, kickbacks, and use of confidential information in all bid/proposal offerings. During the bid/proposal process, bidders shall

not contact any employee of the City in reference to this bid/proposal, with the exception of the City's designee. Failure to abide by this provision may serve as grounds for disqualification for award of this contract.

X. Equal Employment Opportunity

The Bidder shall ensure that employees and applicants for employment are not discriminated against because of their race, religion, color, sex, national origin, age or disability.

XI. Compliance With All Laws

The Bidder shall comply with all aforementioned governs and shall relieve the City of any or all claims made against the Bidder arising from violations of any such governs by the Bidder, his employees or his or their action. The Bidder shall be in good standing with all governmental entities and not be delinquent on any Federal, State, Local or property taxes, including penalty and interest charges.

Appendix A: Materials Sheet

City of Paducah FY27 Parks Cameras RFP

Bidder Name:

Park Location		Mfg	Model/Part No	Qty
Robert Coleman Park				
	Item Description 1			
	Item Description 2			
	Item Description 3			
Rotary Health Park				
	Item Description 1			
	Item Description 2			
	Item Description 3			
Noble Park - Dog Park				
	Item Description 1			
	Item Description 2			
	Item Description 3			
Noble Park - Large Playground East				
	Item Description 1			
	Item Description 2			
	Item Description 3			
Noble Park - Wacinton Totem/Tennis/Pickleball				
	Item Description 1			
	Item Description 2			
	Item Description 3			
Noble Park - Pool				
	Item Description 1			
	Item Description 2			
	Item Description 3			
Noble Park - Skatepark				
	Item Description 1			
	Item Description 2			
	Item Description 3			
Noble Park - Baseball/Softball				
	Item Description 1			
	Item Description 2			
	Item Description 3			

Appendix B: Price Sheet

City of Paducah FY27 Parks Cameras RFP

Bidder Name:

Park Location	Labor	Materials	Subcontractor	Inspection/Permit	Total
Robert Coleman Park					
Rotary Health Park					
Noble Park - Dog Park					
Noble Park - Large Playgroun East					
Noble Park - Wacinton Totem/Tennis/Pickleball					
Noble Park - Pool					
Noble Park - Skatepark					
Noble Park - Baseball/Softball					
Totals					