HOBBY AREA DISTRICT

REQUEST FOR PROPOSALS

Title: Security Camera and Public Safety Technology Services

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REQUEST FOR PROPOSALS

1. INTRODUCTION

1.1 Purpose

The Hobby Area District (the "District") is interested in receiving proposals (the "Proposal") from Contractors (the "Contractor") who have recent experience providing vendor-owned outdoor security cameras, public safety camera systems, related software, monitoring, connectivity, maintenance, relocation, and support services in order to support public safety initiatives throughout the District.

The purpose of this request for proposals (the "RFP") is to solicit competitive proposals for the most appropriate security camera and public safety technology solution that provides the robust functionality (the "Services") described in Schedule A.

This RFP is designed to provide the Contractor with the information necessary to prepare a competitive Proposal. Similarly, the RFP process is intended to provide the District with the information it requires to evaluate Contractors and select a Solution that meets or exceeds the District's requirements as described in Schedule A.

The District does not presently intend to purchase camera equipment. The selected Contractor will provide and retain ownership of the equipment used to perform the Services and will be responsible for installation, deployment, maintenance, repair, replacement, relocation, connectivity, and removal, except as otherwise expressly provided in the final Contract.

1.2 Project Background

The District is committed to improving public safety and supporting coordinated efforts with law-enforcement partners. Security camera technology is one component of the District's public safety program and may be used to deter, detect, document, and investigate criminal activity and other public safety concerns.

The District seeks a flexible program capable of supporting longer-term strategic deployments as well as temporary or rotating deployments based upon changing conditions. Potential applications include crime hotspots, commercial corridors, illegal dumping locations, locations supporting active law-enforcement investigations, strategic vehicle-identification locations, and other locations determined by the District to advance public safety objectives.

The District is particularly interested in a service model that allows camera systems to be relocated as priorities change. Proposed systems should capture clear, useful evidence and should provide reliable access, retention, retrieval, and support appropriate to the proposed application.

The District is not prescribing a particular manufacturer or proprietary platform. Contractors should propose the Solution they believe best meets the District's functional, technical, service-level, support, security, and pricing requirements.

1.3 Definitions

Term	Definition
“Closing Time”	has the meaning set out in section 2.2;

Term	Definition
“Committee”	means the Hobby Area District Public Safety Committee;
“Connected Environment”	means remote access to camera images, video, data, alerts, or system administration from a location other than the installation Site;
“Contract”	means a formal written contract between the District and a Preferred Contractor(s) to undertake the Services;
“Contractor-Owned Equipment”	means cameras, trailers, poles, solar equipment, communications devices, networking equipment, and other hardware furnished by the Contractor and retained as the Contractor's property;
“District”	means the Hobby Area District;
“District Bid Website”	means https://hadistrict.org/ ;
“District Representative”	has the meaning set out in section 2.6;
“District Website”	means https://hadistrict.org/
“Disconnected Environment”	means local access to camera images or data at an installation Site;
“Evaluation Team”	means the team appointed by District staff to evaluate Proposals;
“Information Meeting”	has the meaning set out in section 2.3;
“Preferred Contractor(s)”	means the Contractor(s) selected through the District's evaluation, Committee review, and Board approval process to enter into negotiations for a Contract;
“Proposal”	means a proposal submitted in response to this RFP;
“RFP”	means this Request for Proposals;
“Security Camera System”	means vendor-owned outdoor security cameras, related hardware, software, cloud or local systems, communications, monitoring, storage, analytics, and support capable of performing the Services;
“Services”	has the meaning set out in Schedule A;
“Site”	means the place or places where the Services are to be performed;
“Solution”	means the Security Camera System and all related implementation, service, software, monitoring, connectivity, maintenance, relocation, and support services proposed by a Contractor;
“Shortlisted Contractor”	means a Contractor selected by the Evaluation Team to proceed to demonstration, interview, or further evaluation;

2. INSTRUCTIONS TO CONTRACTORS

2.1 Anticipated Solicitation Schedule

The following is the District's estimated timeline for the project.

Solicitation Schedule	Estimated Dates
Issuance of the RFP	Thursday, October 29, 2026
Closing Date and Time	Monday, November 30, 2026, at 1:30 PM CST

Solicitation Schedule	Estimated Dates
Evaluation of Proposals	December 2026 (tentative; subject to scheduling)
Interviews/Demonstrations for Shortlisted Contractors (if any)	To Be Determined
Public Safety Committee Review	To Be Determined
Board Consideration	To Be Determined
Finalization of the Contract	Following Board approval
Expected "Go Live" Date	To Be Determined

The dates listed above are anticipated and subject to change at the District's discretion. Dates for evaluation, demonstrations, Public Safety Committee review, and Board consideration will be established based on the District's meeting schedule and the time required to complete the evaluation process. The proposal Closing Time remains as stated in Section 2.2 unless formally amended by the District.

2.2 Closing Time and Address for Proposal Delivery

A Proposal should be labelled with the Contractor's name, District name, and RFP title. A Proposal should be submitted in the form attached to this RFP as Schedule B - Form of Proposal.

The Contractor may submit a Proposal either by email or in hard copy, as follows:

(a) Email

If the Contractor chooses to submit by email, the Contractor should submit the Proposal electronically in a single PDF file which must be delivered to the District by email at: wfunes@haweshill.com.

on or before the following date and time (the "Closing Time"):

Time: 1:30 PM Central Standard Time

Date: Monday, November 30, 2026

PDF emailed Proposals are preferred and the District will confirm receipt of emails. Contractors should request alternate file-transfer instructions from the District Representative in advance if an email attachment cannot be delivered. A Contractor bears all risk that the District's equipment functions properly so that the Proposal is submitted on time.

(b) Hard Copy

If the Contractor chooses NOT to submit by email, the Contractor should submit one (1) original unbound Proposal and one (1) copy (two (2) in total), which must be delivered to the District Representative as described in Section 2.6 on or before the Closing Time.

2.3 Information Meeting

An information meeting may be hosted by the District Representative to discuss the District's requirements under this RFP (the "Information Meeting"). While attendance is at the discretion of Contractors, Contractors who do not attend will be deemed to have received all information formally issued by the District concerning the Information Meeting. Any Information Meeting will be announced by written addendum posted at the designated RFP location.

2.4 Late Proposals

Proposals submitted after the Closing Time will not be accepted or considered. Delays caused by any delivery, courier, mail, email, or file-transfer service will not be grounds for an extension of the Closing Time, except as otherwise determined by the District in accordance with the final RFP.

2.5 Amendments to Proposals

Proposals may be revised by written amendment, delivered as described in Section 2.2, at any time before the Closing Time, but not after. An amendment should be signed by an authorized signatory of the Contractor in the same manner as provided by Section 4.3. Emailed amendments are permitted. A Contractor bears all risk that the District's equipment functions properly so as to facilitate timely delivery of any amendment.

2.6 Inquiries

All inquiries related to this RFP should be directed in writing to the person named below (the "District Representative"). Information obtained from any person or source other than the District Representative may not be relied upon.

Name	Walter Funes
Title	District Representative
Address	Hobby Area District c/o Hawes Hill & Associates, 9600 Long Point Road, Suite 200, Houston, TX 77055
Business E-mail	wfunes@haweshill.com

Inquiries should be made no later than seven (7) business days before Closing Time. The District reserves the right not to respond to inquiries made within seven (7) business days of the Closing Time. Inquiries and responses will be recorded and may be distributed to all Contractors at the discretion of the District.

Contractors finding discrepancies or omissions in the Contract or RFP, or having doubts as to the meaning or intent of any provision, should immediately notify the District Representative. If the District determines that an amendment is required to this RFP, the District Representative will issue an addendum in accordance with section 2.7. No oral conversation will affect or modify the terms of this RFP or may be relied upon by any Contractor.

2.7 Addenda

If the District determines that an amendment is required to this RFP, the District Representative will issue a written addendum, which will be posted on the District's website at https://hadistrict.org/. The District may also distribute addenda by email to prospective Contractors who have expressed interest in the RFP or have been identified by the District.

Each addendum will form part of this RFP. It is the responsibility of Contractors to regularly check the District's website for any addenda or updates prior to submitting their Proposals. Email distribution is provided as a courtesy and does not relieve Contractors of this responsibility.

The only way this RFP may be added to or amended is by formal written addendum. No other communication, whether written or oral, from any person will affect or modify the terms of this RFP or may be relied upon by any Contractor.

By delivery of a Proposal, Contractor is deemed to have received, accepted, and understood the entire RFP, including any and all addenda.

2.8 Opening of Proposals

The District intends to open Proposals in private but reserves the right to open Proposals in public at its sole discretion, subject to applicable requirements.

3. COMPETITIVE SELECTION PROCESS

(a) At least five (5) business days in advance of a demonstration, as described in Section 3.1, the District will endeavor to provide each Shortlisted Contractor with a finalized agenda the District would like to discuss; and

(b) by participating in the demonstration, a Shortlisted Contractor confirms its agreement with these procedures and acknowledges that the meeting is an integral part of the competitive selection process described in this RFP.

3.1 Demonstration (Shortlisted Contractors Only)

A demonstration for Shortlisted Contractors may be held online, in person, or at a location designated by the District on a date and time specified by the District.

If selected as a Shortlisted Contractor, Contractors agree to provide the Evaluation Team the opportunity to interview proposed personnel identified in Schedule B, at the option of the District. The Evaluation Team may request a Shortlisted Contractor to provide a demonstration of the Proposal as an opportunity for the Evaluation Team to ask questions and seek clarifications. This demonstration will allow Shortlisted Contractors to present their Proposal and demonstrate the proposed Security Camera System and related software to the Evaluation Team.

Shortlisted Contractors may be offered various dates from which to select to provide their demonstration.

The District reserves the right not to conduct demonstrations. Should demonstrations be held, the District requires that they be led by the proposed Shortlisted Contractor's key personnel. The District reserves the right to record audio and/or video of each Shortlisted Contractor's demonstration as part of its evaluation process.

3.2 Points of Consideration for Demonstration

(a) All Key Personnel identified in Schedule B should attend and actively participate in the demonstration.

(b) Shortlisted Contractors may be required to present their Proposal and demonstrate their proposed Security Camera System to the Evaluation Team. The District Representative will schedule the time for each demonstration.

(c) Demonstrations may be held online, in person, or at another location advised by the District.

(d) The Security Camera System, software, and material functionality used in the demonstration must be the same as those included in the Proposal. If requirements are met by third-party software or services, the Shortlisted Contractor is expected to demonstrate or clearly explain the third-party product and identify it during the demonstration.

(e) Contractors may be asked to demonstrate image quality, nighttime performance, video retrieval, incident search, alerts, analytics, ALPR/LPR functionality, user administration, access controls, audit logs, evidence export, remote access, system health, and other requirements in Schedule A-1.

(f) By participating in the demonstration, a Shortlisted Contractor confirms its agreement with these procedures and acknowledges that the demonstration is an integral part of the competitive selection process.

3.3 Demonstration Schedule

The District will provide a draft agenda for Shortlisted Contractors to adequately prepare for their demonstration. The District reserves the right to revise the draft agenda as necessary. Shortlisted Contractors may be asked to demonstrate how the Security Camera System satisfies the requirements in Schedule A and Schedule A-1.

Shortlisted Contractors are asked to follow the agenda and showcase the desirable functionality of the proposed Security Camera System, highlighting and discussing the unique aspects of the proposed Solution and how the Solution would benefit the District.

3.4 Shortlisted Contractors' Timeline

The dates provided below are approximate and are for the period up to the project "Go Live" date. The District reserves the right to modify the timetable at its discretion.

Activity	Date
Shortlisted Contractors Notified	To Be Advised
Commencement of Demonstrations - Shortlisted Contractors Only	To Be Advised
Shortlist Demonstrations Completed	To Be Advised
Staff Evaluation and Recommendation Completed	To Be Advised
Public Safety Committee Review	To Be Determined
Board Consideration	To Be Determined
Expected Go Live Date	To Be Determined

3.5 Public Safety Committee Review

Following completion of staff's evaluation, staff will present its findings and recommendation to the Public Safety Committee. The Committee will review the Proposals and staff recommendation and may request additional information, interviews, demonstrations, or clarification. The Committee will make its own recommendation to the Board. The Board will make the final determination regarding selection and approval of any resulting Contract.

4. PROPOSAL SUBMISSION FORM AND CONTENTS

4.1 Package (Hard Copy)

If the Contractor chooses NOT to submit by email, the Contractor should submit its Proposal in such a way as to reduce paper and package bulk.

4.2 Form of Proposal

Contractors should complete the Form of Proposal attached as Schedule B and are encouraged to respond to items in the order they are listed. Contractors are encouraged to use the forms provided and attach additional pages as necessary.

A Proposal should include sufficient information to allow the District to verify the total cost for the Services and all of the Contractor's claims of meeting the RFP's requirements. Each Proposal should respond to every request for information, whether the response requires a yes, no, selection, price, or detailed narrative response. Simply repeating the RFP's requirements and agreeing to comply may be an unacceptable response.

The Contractor may include any additional information it believes is relevant. An identifiable tab sheet should precede each section of a hard-copy Proposal, and each Proposal should follow the format set out in this RFP.

4.3 Signature

The legal name of the person or firm submitting the Proposal should be included in Schedule B. The Proposal should be signed by a person authorized to sign on behalf of the Contractor and include the following:

(a) If the Contractor is a corporation, the full name of the corporation should be included, together with the names of authorized signatories. The Proposal should be executed by authorized signatories or by one or more of them provided that evidence of authority to execute the Proposal on behalf of the corporation is submitted if requested;

(b) If the Contractor is a partnership or joint venture, the name of the partnership or joint venture and the name of each partner or joint venturer should be included, and the Proposal should be signed by persons with authority to bind the partnership or joint venture. If a partner or joint venturer is a corporation, such corporation should sign as indicated in subsection (a); or

(c) If the Contractor is an individual, including a sole proprietorship, the name of the individual should be included.

5. EVALUATION AND SELECTION

5.1 Evaluation Team

The evaluation of Proposals will be undertaken on behalf of District staff by the Evaluation Team. The Evaluation Team may consult with others including District staff members, third-party consultants, and references, as the Evaluation Team may determine is required.

The Evaluation Team will prepare findings for staff. Staff will make a recommendation to the Public Safety Committee. The Committee will review staff's recommendation and make its own recommendation to the Board. The Board will make the final determination regarding selection and approval of any Contract.

5.2 Evaluation Criteria

The Evaluation Team will compare and evaluate all Proposals to determine each Contractor's strength and ability to provide the Security Camera System and Services most advantageous to the District, using the following criteria:

(a) Experience, Reputation, and Resources. The Evaluation Team will consider the Contractor's responses to Schedule B-1, including relevant experience, references, personnel, financial strength, local service capacity, licenses, and resources.

(b) Proposed Solution. Contractors must demonstrate that the Proposal meets the Security Camera and Public Safety Technology Requirements in Schedule A-1. The Evaluation Team will consider functionality, technical capabilities, deployment flexibility, reliability, service and support, law-enforcement coordination, ALPR/LPR capabilities where proposed, data practices, cybersecurity, and implementation.

(c) Financial Proposal and Overall Value. The Evaluation Team will consider the pricing provided in Schedule B-4, including recurring and one-time charges, relocation costs, connectivity, monitoring, software, storage, licensing, and other fees necessary to provide the proposed Solution.

(d) Demonstration / Interview. If conducted, the Evaluation Team may consider the Contractor's demonstration, responses to questions, and ability to substantiate the capabilities represented in its Proposal.

(e) Responsiveness. The Evaluation Team may consider completeness, clarity, exceptions, departures, assumptions, and the Contractor's overall responsiveness to the RFP.

The District's intent is to acquire the Solution that provides the best value to the District and meets or exceeds the requirements identified in this RFP. The District will apply the evaluation criteria described above consistently to all Proposals.

Operational performance will be central to the evaluation, including the proposed Solution, service and support, deployment flexibility, evidence and investigative support, experience, local capacity, price, and, if conducted, demonstrations. Demonstrations and facility-review information, if requested, will be considered consistently across participating Contractors.

5.3 Discrepancies in Contractor's Financial Proposal

If there are obvious discrepancies, errors, or omissions in Schedule B-4 of a Proposal, then the District shall be entitled to make obvious corrections, but only if, and to the extent, the corrections are apparent from the Proposal as submitted, and in particular:

(a) if there is a discrepancy between a unit price and the extended total, then the unit price shall be deemed to be correct, and corresponding corrections will be made to the extended totals;

(b) if a unit price has been given but the corresponding extended total has been omitted, then the extended total may be calculated from the unit price and the estimated quantity; and

(c) if an extended total has been given but the corresponding unit price has been omitted, then the unit price may be calculated from the extended total and the estimated quantity.

5.4 Additional Information

The Evaluation Team may, at its discretion, request clarifications or additional information from a Contractor with respect to any Proposal, and the Evaluation Team may make such requests to selected Contractors. The Evaluation Team may consider such clarifications or additional information in evaluating a Proposal, subject to the District applying its process fairly and consistently.

5.5 Interviews

The Evaluation Team may, at its discretion, invite some or all Contractors to appear before the Evaluation Team to provide clarifications of their Proposals. In such event, the Evaluation Team will be entitled to consider the answers received in evaluating Proposals.

Contractor management and technical personnel will be expected to participate in presentations, demonstrations, and/or interviews, which will be made at no cost to the District.

All information and documents provided by Contractors or gathered by the Evaluation Team during a presentation, demonstration, or interview may be considered by the Evaluation Team, which may revisit and re-evaluate a Contractor's Proposal or ranking on the basis of such information and documents.

5.6 Negotiation of Contract and Award

If the Board authorizes selection of a Preferred Contractor or Preferred Contractors, the District may:

(a) enter into a Contract with the Preferred Contractor(s); or

(b) enter into discussions with the Preferred Contractor(s) to attempt to finalize the terms of the Contract(s), including financial terms, and such discussions may include:

(1) clarification of outstanding issues arising from the Preferred Contractor's Proposal; and

(2) negotiation of the Preferred Contractor's price(s) as set out in Schedule B-4 and/or scope of Services if:

(A) the Preferred Contractor's Proposal exceeds the District's approved budget;

(B) the District reasonably concludes the financial proposal includes a price or prices that are unbalanced; or

(C) the District reasonably concludes the price or prices materially exceed fair market pricing for similar services.

If the District reasonably forms the opinion that a mutually acceptable agreement is not likely to be reached within a reasonable time, the District may give the Preferred Contractor written notice terminating discussions, in which event the District may open discussions with another Contractor or terminate this RFP and retain or obtain the Services in another manner, subject to applicable requirements.

6. GENERAL CONDITIONS

6.1 No District Obligation

This RFP does not commit the District to select a Preferred Contractor, proceed to negotiations for a Contract, or award any Contract. The District reserves the right to reject all Proposals and terminate this RFP process, subject to applicable requirements.

6.2 Contractor's Expenses

Contractors are solely responsible for their own expenses in preparing and submitting Proposals and for any meetings, demonstrations, negotiations, or discussions with the District or its representatives and consultants relating to or arising from this RFP. The District and its representatives, agents, consultants, and advisors will not be liable to any Contractor for claims for costs, expenses, losses, damages, loss of anticipated profits, or other matters incurred in connection with this RFP.

6.3 No Contract

By submitting a Proposal and participating in the process outlined in this RFP, Contractors expressly agree that no contract of any kind is formed under, or arises from, this RFP prior to the signing of a formal written Contract.

6.4 Conflict of Interest

A Contractor shall disclose in its Proposal any actual or potential conflicts of interest and existing business relationships it may have with the District, its appointed officials, District staff, Committee members, or District consultants. The District may rely on such disclosure. Any disclosures required by applicable law or District policy shall also be provided.

6.5 Solicitation of Board Members, District Staff, Committee Members, and District Consultants

Contractors and their agents will not contact any member of the District Board, District staff, Committee, or District consultants with respect to this RFP, other than the District Representative named in section 2.6, at any time prior to award of a Contract or cancellation of this RFP, except when expressly invited by the District to participate in a demonstration, interview, Committee meeting, or Board meeting.

6.6 Confidentiality / Public Information

All submissions become the property of the District and will not be returned to the Contractor. Proposals and related records may be subject to disclosure under applicable law, including the Texas Public Information Act. Contractors should identify information they contend is confidential or proprietary; however, the District cannot guarantee confidentiality and will respond to requests in accordance with applicable law.

6.7 Reservation of Rights

The District reserves the right, in its sole discretion and subject to applicable requirements, to:

(a) amend the scope of Services, modify, cancel, or suspend the competitive selection process at any time;

(b) accept or reject any Proposal based on the District's evaluation process;

(c) waive a defect or irregularity in a Proposal and accept that Proposal;

(d) reject, disqualify, or not accept any or all Proposals, without obligation, compensation, or reimbursement to any Contractor or team member;

(e) re-advertise for new Proposals, or enter into negotiations for the Services or services of a similar nature as permitted;

(f) make changes to the terms of the business opportunity described in this RFP;

(g) negotiate aspects of Proposals after appropriate authorization; and

(h) extend a date, time period, or deadline provided in this RFP upon written notice to Contractors.

6.8 Acceptance of Proposals

(a) The District will not necessarily accept the Proposal with the lowest Proposal Price, or any Proposal. Acceptance is contingent on sufficient funding, required approvals, and a Contract with a Contractor. Proposals containing qualifications or departures may be treated as non-conforming, but the District may waive non-compliance as permitted.

(b) Where the District determines that an ambiguity or discrepancy cannot be resolved from the Proposal, the District may, prior to Contract award, solicit or accept clarification. Such clarification may include further documents or information that will form part of the Proposal, subject to applicable requirements.

(c) If the District considers all Proposals priced too high, it may reject them all.

(d) Prior to award, and after appropriate authorization, the District may negotiate with a Preferred Contractor concerning the Solution, materials, specifications, pricing, scope, or conditions, subject to applicable requirements.

(e) A pre-award meeting may be conducted with the Preferred Contractor prior to award to confirm project details and District expectations.

(f) Contractors remain solely responsible for expenses incurred in preparing and submitting Proposals and participating in this RFP process.

SCHEDULE A - SCOPE OF SERVICES

PROJECT TITLE: SECURITY CAMERA AND PUBLIC SAFETY TECHNOLOGY SERVICES

1. SCOPE OF SERVICES

The Goods and Services include, without limitation, the furnishing and deployment of Contractor-Owned Equipment and the provision of security camera, public safety technology, installation, monitoring, software, connectivity, storage, maintenance, repair, replacement, relocation, technical support, evidence retrieval, training, and removal services.

The District seeks a managed service in which the Contractor assumes primary responsibility for maintaining the operational readiness of deployed surveillance systems and supporting the District and its law-enforcement partners in obtaining actionable video evidence when needed.

VIDEO INVESTIGATION AND EVIDENCE RETRIEVAL. Upon an incident request from authorized District personnel or law enforcement, the Contractor shall provide an investigation and retrieval service that identifies potentially relevant deployed cameras, reviews available recordings, locates requested incidents, preserves relevant footage, and delivers an evidentiary package to the authorized requesting party. The Contractor, rather than District personnel, is expected to perform the primary footage-search and retrieval work. The Proposal must state normal and emergency response times, procedures, staffing, request-volume limits, included services, and any additional charges. The District expects a defined level of this support within the recurring service fee; any limits or extra fees must be expressly disclosed in Schedule B-4.

Installations and relocations will be performed by the Contractor unless otherwise expressly agreed in writing.

The District does not presently intend to purchase the cameras or related hardware. Contractor-Owned Equipment shall remain the property and responsibility of the Contractor throughout the Contract term, except as otherwise expressly provided in the Contract.

The District may request a combination of strategic longer-term deployments and temporary or rotating deployments. The number, type, and location of deployments may change during the Contract term based on budget, operational needs, law-enforcement coordination, and District priorities.

2. SECURITY CAMERA AND PUBLIC SAFETY TECHNOLOGY REQUIREMENTS

The requirements for this RFP are divisible into general categories including functional requirements, technical requirements, service level and support requirements, data and records requirements, and security requirements (the "Security Camera Requirements"), all as described and embedded in Schedule A-1.

Contractors' Proposals will be evaluated based upon the suitability of their proposed Solution(s) in relation to the Security Camera Requirements. The functional requirements generally list the District's desired, preferred, or required functionality. The technical requirements address camera performance, connectivity, integration, user interface, analytics, reporting, ALPR/LPR where proposed, and other capabilities. Service-level and support requirements address deployment, maintenance, response, replacement, relocation, and technical support.

As part of their Proposal, Contractors should indicate whether their Solution complies with each requirement and provide a description explaining how the Solution meets each requirement. Any requirements expressly identified as mandatory in this RFP must be met for the Contractor's Solution to be considered responsive.

If a Contractor's proposed Solution has a cloud computing component (SaaS, PaaS, IaaS, or other), the Contractor should also respond to the applicable cloud security, data, privacy, and service-level requirements in Schedule A-1.

3. CAMERA DEMONSTRATION

Respondents shortlisted by the District may be required, as part of the evaluation, to conduct a demonstration of their camera system, software, and related capabilities at no cost to the District. The demonstration may form part of the evaluation.

4. RETENTION, OWNERSHIP, AND STORAGE OF INFORMATION

Recorded video images and related data generated through District-funded deployments shall be stored in a secure environment. The final Contract will establish ownership, custody, retention, access, disclosure, export, and destruction requirements. The District intends that recordings and related District data generated through District-funded Services be treated as District data, subject to applicable law and final Contract terms.

Images, video, and related records may be subject to governmental records-management and public-information requirements. Contractors must describe default and optional retention periods, storage location, export capabilities, and procedures for preservation, migration, and secure destruction.

5. DEPLOYMENT APPLICATIONS

The District may use the Solution for applications including, but not limited to:

- Locations experiencing recurring criminal activity or public safety concerns;
- Temporary deployments at identified crime hotspots;
- Strategic deployments coordinated with law-enforcement partners;
- Illegal dumping surveillance;
- Commercial corridors and other areas of concern;
- Vehicle identification and ALPR/LPR applications where authorized and appropriate;
- Temporary deployments supporting active investigations; and
- Other public safety purposes authorized by the District.

6. CONTRACTOR-OWNED EQUIPMENT AND RISK OF LOSS

The Contractor shall bear the risk of loss of and damage to Contractor-Owned Equipment. The Contractor shall, at its own expense, repair, replace, restore, or re-execute Equipment or Services affected by damage, theft, destruction, defect, or failure, except to the extent otherwise expressly provided in the final Contract.

The Contractor shall clearly identify in its Proposal any circumstance under which it contends the District could become financially responsible for loss, theft, vandalism, damage, or destruction of Contractor-Owned Equipment.

SCHEDULE A-1 - SECURITY CAMERA AND PUBLIC SAFETY TECHNOLOGY REQUIREMENTS

The proposed Security Camera System should capture clear images and data suitable for public safety and potential investigative or evidentiary use. Contractors need to demonstrate how physically secure their products are so they are difficult to tamper with or steal.

The District prefers a Connected Environment that provides authorized remote access to images, video, alerts, system status, and data. A Disconnected Environment may be proposed for specialized applications if the Contractor clearly explains the operational benefits and procedures for retrieving data.

Systems may be installed or deployed throughout the District, including streets, sidewalks, esplanades, rights-of-way, public or private sites with appropriate authorization, commercial corridors, illegal-dumping locations, and other locations identified by the District.

A. GENERAL REQUIREMENTS

1. Quality of Supplies and Replacement. The Contractor shall provide equipment in good operating condition and shall supply a complete replacement of a unit if substantial damage or defect affects performance, serviceability, or durability.
2. Damage to Equipment. The Contractor shall bear the risk of loss or damage to Contractor-Owned Equipment and shall, at its own expense, replace, repair, restore, or re-execute Equipment or Services damaged or destroyed, except as otherwise expressly provided in the final Contract.
3. Delivery and Deployment. The Contractor shall state its normal deployment timeline after notice to proceed and the expected timeline for adding or relocating systems during the Contract term.
4. Relocation. The Contractor shall state minimum deployment periods, relocation procedures, typical lead time, site requirements, and all relocation charges or limitations.
5. Site Assessment. The Contractor shall identify any site-survey, permitting, utility, mounting, right-of-entry, power, or connectivity requirements before deployment.
6. Contractor-Owned Equipment. All hardware shall remain Contractor-owned unless expressly authorized otherwise in writing by the District.
7. Maintenance. The Contractor shall provide preventative and corrective maintenance necessary to keep the Solution operational.
8. Replacement. The Contractor shall state expected timeframes for replacing failed, damaged, stolen, or destroyed equipment.

B. FUNCTIONAL REQUIREMENTS

Requirement	Contractor Response / Description	Complies?	Additional Cost / Notes
Image / Video Quality	Describe resolution, frame rate, optical/digital zoom, field of view, and ability to capture evidentiary-quality images.		
Night / Low-Light Performance	Describe infrared, low-light, illumination, or other nighttime capabilities.		
PTZ / Fixed Options	Identify available fixed, pan-tilt-zoom, multi-sensor, panoramic, or other camera options.		
Mobile / Rapid Deployment	Describe trailer-mounted, freestanding, pole-mounted, portable, or rapidly deployable systems.		
Solar / Off-Grid Capability	Describe solar, battery, or hybrid options for locations without available electrical power.		
Illegal Dumping Surveillance	Describe capabilities for event capture, nighttime identification, vehicle/person		

Requirement	Contractor Response / Description	Complies?	Additional Cost / Notes
	capture, alerts, concealment/tamper resistance, and evidence retrieval.		
ALPR / LPR	If offered, describe plate recognition, vehicle search, hot-list/alert functions, confidence levels, retention, auditability, and interoperability.		
Live View	Describe authorized live viewing and any limitations.		
Playback / Search	Describe timeline search, event search, object/vehicle/person search, and other retrieval tools.		
Alerts / Analytics	Describe motion, intrusion, loitering, object, vehicle, plate, or other analytic alert capabilities.		
Evidence Export	Describe export formats, watermarking, chain-of-custody support, and methods for sharing evidence with authorized users.		
Audio	Identify any audio capability and whether it is optional, standard, or not offered.		
System Health	Describe remote health monitoring, offline alerts, battery/power status, storage status, and other system diagnostics.		

C. TECHNICAL REQUIREMENTS

Requirement	Contractor Response / Description	Complies?	Additional Cost / Notes
Connectivity	Identify cellular, wired, Wi-Fi, private network, or other connectivity options and redundancy.		
User Interface	Describe browser, desktop, and mobile interfaces and supported devices.		
User Administration	Describe role-based permissions, account creation/deactivation, and administrative controls.		
Integration	Describe APIs, law-enforcement integrations, third-party integrations, and data-export options.		
Scalability	Describe ability to add cameras, users, storage, analytics, or additional locations.		
Software / Licensing	Identify all required software, platform, analytics, ALPR, user, or device licenses.		
Storage Architecture	Describe cloud, local, hybrid, edge, or other storage architecture.		
Retention	State default retention and all available extended-retention options.		

Requirement	Contractor Response / Description	Complies?	Additional Cost / Notes
Bandwidth / Data	Identify expected bandwidth and data requirements and whether cellular/data charges are included.		
Updates	Describe software/firmware update practices and whether updates are included.		

D. SERVICE LEVEL AND SUPPORT REQUIREMENTS

Requirement	Contractor Response / Description	Complies?	Additional Cost / Notes
Support Hours	State help desk and technical support hours.		
Emergency Support	State emergency support availability and response procedures.		
Service Response	State response targets for critical, major, and routine issues.		
Repair / Replacement	State target time to restore service or replace failed equipment.		
Uptime / Availability	State expected service availability and any service-level commitment.		
Preventative Maintenance	Describe frequency and scope.		
Remote Diagnostics	Describe remote troubleshooting and health monitoring.		
Field Service	Describe Houston-area field-service staffing and typical dispatch time.		
Storm Preparation / Recovery	Describe severe-weather preparation and restoration procedures.		
Escalation	Provide escalation levels and management contacts.		
Training	Describe initial and ongoing user training.		
Reporting	Describe service reports, incident reports, system-health reports, and performance reporting.		
Relocation Service	State process, lead time, and cost for moving equipment.		
Removal / De-installation	State process and cost at end of deployment or Contract.		

E. DATA, PRIVACY, AND SECURITY REQUIREMENTS

Requirement	Contractor Response / Description	Complies?	Additional Cost / Notes
Data Ownership / Control	Describe ownership and control of recordings, images, metadata, ALPR data, and related District-funded data.		
Data Location	Identify where data is stored and all material cloud/hosting providers.		
Encryption	Describe encryption in transit and at rest.		

Requirement	Contractor Response / Description	Complies?	Additional Cost / Notes
Authentication	Describe MFA and authentication controls.		
Access Controls	Describe role-based access and least-privilege controls.		
Audit Logging	Describe logging of logins, searches, views, exports, sharing, configuration changes, and administrative actions.		
Law-Enforcement Access	Describe how agency access is granted, limited, audited, and revoked.		
Third-Party Sharing	Disclose circumstances in which District data may be shared with third parties.		
AI / Model Training	Disclose whether District data may be used for AI/model training, product development, commercial analytics, or unrelated purposes.		
Incident Response	Describe cybersecurity incident detection, containment, recovery, and notification.		
Breach Notification	State notification process and timeframe following a confirmed or suspected breach affecting District data.		
Data Portability	Describe export and migration procedures at District request or Contract termination.		
Data Disposal	Describe secure deletion/destruction procedures.		
Subprocessors / Vendors	Identify material third parties with access to District data.		
Public Information / Legal Requests	Describe process for preservation and response to subpoenas, warrants, public-information requests, or other legal demands, subject to District direction and applicable law.		
Mobile Application Security	If a mobile application is provided, describe authentication, encryption, session controls, and device-security measures.		
Web Application Security	If a web application is provided, describe security controls, vulnerability management, and administrative protections.		
Cloud Security	If cloud services are used, describe hosting environment, certifications/attestations, backup, redundancy, disaster recovery, and tenant/data segregation.		

F. ADDITIONAL OPERATIONAL AND EVIDENCE REQUIREMENTS

Video Investigation / Evidence Retrieval. Describe the protocol and response time for receiving an incident request from authorized District personnel or law enforcement; identifying and reviewing potentially relevant cameras and recorded video; locating the requested incident; preserving and exporting footage; and delivering an evidentiary package. State whether these services are included in recurring fees, request limits, normal and emergency response times, and additional charges.

Proactive System-Health Monitoring. Describe whether connectivity, recording status, storage, power, communications, and other critical functions are proactively monitored by Contractor personnel. Explain how failures are identified, escalated, and corrected without waiting for District notification, and how outages and corrective actions are reported.

Evidence Access, Authentication, and Chain of Custody. Describe procedures for authenticating evidence requests from law enforcement and other third parties, including case/incident/call-slip numbers where applicable, verification of agency and officer, District authorization controls, audit records, preservation, secure delivery, and documented chain of custody. The Contractor shall not assume that any third-party request is automatically authorized.

Visible Deterrence / Active Intervention. Describe signage, warning lights/strobes, audible announcements, live or automated voice-down, programmable messages, remote activation, and event-triggered messaging. Identify each capability as standard, optional, or not offered, including any additional costs. These capabilities are not mandatory for every deployment.

Sample Incident and System-Health Reports. Provide representative samples of an incident/evidence report and a system-health or performance report that would be made available to the District. Redact sensitive information from samples.

DEPLOYMENT CONFIGURATION BY MISSION. For each application below, identify the proposed camera/system configuration, power/connectivity, expected strengths, limitations, and any special service or pricing conditions: (1) commercial corridor; (2) parking area; (3) illegal-dumping hotspot; (4) temporary crime hotspot; (5) vehicle identification/ALPR-LPR; (6) area requiring visible and/or audible deterrence; and (7) location without utility power. Explain why the proposed configuration is appropriate to the mission rather than proposing one system for every application.

SCHEDULE B - FORM OF PROPOSAL

RFP Project Title: SECURITY CAMERA AND PUBLIC SAFETY TECHNOLOGY SERVICES

Legal Name of Contractor	
Contact Person and Title	
Business Address	
Business Telephone	
Business E-Mail Address	
Texas License / Registration No. (if applicable)	

TO:

District Representative: Walter Funes

Address: Hobby Area District c/o Hawes Hill & Associates, 9600 Long Point Road, Suite 200, Houston, TX 77055

E-mail for PDF Files: wfunes@haweshill.com

Dear Sir or Madam:

1.0 I/We, the undersigned duly-authorized representative of the Contractor, having received and reviewed all Proposal documents, including the RFP and any issued addenda, and having informed ourselves as to the intent,

difficulties, facilities, Sites, and local conditions attendant to performing the Services, submit this Proposal in response to the RFP.

2.0 I/We confirm that the following schedules are attached to and form a part of this Proposal:

- Schedule B-1 - Contractor's Experience, Reputation, and Resources;
- Schedule B-2 - Contractor's Proposed Solution;
- Schedule B-3 - Contractor's Example Implementation Schedule; and
- Schedule B-4 - Contractor's Financial Proposal.

3.0 I/We confirm that this Proposal is accurate and true to the best of my/our knowledge.

4.0 I/We disclose all exceptions, assumptions, qualifications, departures, conflicts of interest, subcontractors, and third-party providers in the Proposal.

This Proposal is submitted this _____ day of _____, 20____.

(Legal Name of Contractor) _____

(Signature of Authorized Signatory) _____

(Print Name and Position of Authorized Signatory) _____

(Signature of Authorized Signatory, if applicable) _____

(Print Name and Position of Authorized Signatory) _____

SCHEDULE B-1 - CONTRACTOR'S EXPERIENCE, REPUTATION, AND RESOURCES

Contractors should provide responses to the following items, and if a particular item is inapplicable or cannot be answered, Contractors should clearly state why. Use the spaces provided and/or attach additional pages if necessary.

(i) A brief description of the Contractor's current business;

(ii) Contractor's relevant experience and qualifications in delivering Services similar to those required by the RFP;

(iii) Contractor's demonstrated ability to provide the Services;

(iv) Description of Contractor's capability, capacity, and plans for developing, deploying, maintaining, relocating, and supporting the deliverables, as well as contingency plans if the primary plan is not able to meet project needs;

(v) A summary of similar, relevant contracts entered into by the Contractor in which the Contractor performed services comparable to the Scope of Services. Include the type of organization, approximate contract value, date/period of performance, number/type of deployments, and whether equipment was vendor-owned. The District prefers a minimum of three (3) references;

(vi) Contractor's financial strength, with evidence such as financial statements, bank references, or other appropriate documentation;

(vii) Description of difficulties or challenges the Contractor might anticipate in providing the Services to the District and how the Contractor would manage them;

(viii) List of key personnel with roles and responsibilities for all phases of the project. Include resumes and a short narrative description of relevant experience;

(ix) Identify subcontractors, affiliates, monitoring centers, cloud providers, software providers, or other third parties the Contractor intends to use for performance of the Services and describe the portion of Services each will provide;

(x) Identify applicable licenses, registrations, certifications, and insurance coverage relevant to the Services; and

(xi) Disclose any material contract termination, service dispute, or litigation within the past five (5) years that is relevant to comparable services, or state that none exists.

REFERENCE FORMAT

Reference Item	Response
Name of client's organization	
Reference Contact Name	
Phone Number	
Email Address	
How long has the organization been a client?	
Installation / service start date	
Description of comparative system	
Approximate number/type of deployments	
Approximate contract value or annual service value	
Significant obstacles encountered and resolved	

KEY PERSONNEL FORMAT

Name	Title	Responsibility	Relevant Experience

SUBCONTRACTOR / THIRD-PARTY FORMAT

Provider Name	Services / Role	Relevant Experience	Access to District Data?	Subcontractor / Affiliate / Vendor

SCHEDULE B-2 - CONTRACTOR'S PROPOSED SOLUTION

Contractors should provide the following items, and if a particular item is inapplicable or cannot be answered, Contractors should clearly state why:

(i) Executive Summary: Contractor should provide a brief narrative, not to exceed two (2) pages, illustrating an understanding of the District's requirements and Services and describing the proposed Solution. The summary should contain as little technical jargon as possible and should be oriented toward non-technical personnel. The executive summary should not include financial information;

(ii) A description of the general approach and methodology that the Contractor would take in performing the Services, including specifications and requirements;

(iii) A description of each proposed camera/deployment configuration, including mobile, freestanding, fixed, pole-mounted, solar, temporary/rotating, illegal-dumping, ALPR/LPR, or other configurations offered;

(iv) A description of the proposed monitoring, connectivity, storage, software, analytics, alerting, remote-access, evidence-retrieval, and user-administration capabilities;

(v) A description of the Contractor's approach to law-enforcement coordination and investigative support;

(vi) A description of maintenance, support, repair, replacement, relocation, storm response, and escalation procedures;

(vii) A description of data ownership/control, retention, privacy, cybersecurity, cloud services, third-party access, and data disposition;

(viii) Value Add: Contractor should provide a description of value-added, innovative ideas and unique services the Contractor can offer to implement the District's requirements relevant to the Scope of Services; and

(ix) A completed Schedule A-1 response identifying how the proposed Solution meets each requirement.

(x) Describe whether the Contractor will provide a demonstration of the actual proposed Solution(s), including third-party products used to meet requirements. State whether the Contractor can provide an in-person or virtual tour of facilities materially involved in delivering the Services (for example, a monitoring or service operations center), subject to security and confidentiality restrictions. Explain any limitations. The District may request demonstrations or facility reviews on a consistent basis as part of its evaluation; an in-person tour is not an automatic condition of responsiveness.

SCHEDULE B-3 - CONTRACTOR'S EXAMPLE IMPLEMENTATION SCHEDULE

The District encourages responses that demonstrate a thorough understanding of the nature of the work and what the Contractor must do to get the work done properly. Contractors should provide an estimated project schedule, with major item descriptions and timing, indicating a commitment to deploy the Security Camera System and perform the Services within the time specified.

As a minimum, the Contractor's Example Implementation Schedule should be in sufficient detail to specify the work breakdown structure for tasks and deliverables set out in Schedule A.

Contractor should indicate:

- Deliverable / Work Product
- Service Start Date
- Work Product Delivery Date
- District Review Period (showing start and completion dates)
- Dependencies, permits, site access, utility, or District decisions required

Deliverables	Service Start Date	Work Product Delivery Date	District Review Period Start Date	District Review Period Completed Date	Dependencies / Notes

SCHEDULE B-4 - CONTRACTOR'S FINANCIAL PROPOSAL

The Contractor shall provide complete pricing for the proposed Solution. The District intends to compare the total cost of Services, including recurring and one-time charges. All fees necessary to provide the proposed Services should be clearly disclosed.

If a service is not offered, state 'Not Offered.' If a service is included in another charge, state 'Included' and identify the applicable charge.

Service / Fee	Unit	Proposed Price	Notes / Included Services
Mobile / Trailer Camera System	per month		
Freestanding / Rapid-Deploy Camera System	per month		
Solar Camera System	per month		
Fixed / Pole-Mounted Camera System	per month		
Illegal-Dumping Camera System	per month		
ALPR/LPR System	per month / year		
Additional Camera / Sensor	per month		
Live Monitoring	per month		
Cellular / Data Connectivity	per month		
Software / Platform Licensing	per month / year		
ALPR/LPR Licensing	per month / year		
Standard Data Retention	included period		
Extended Data Retention	per month		
Initial Installation / Deployment	per deployment		
Relocation	per occurrence		
Removal / De-installation	per occurrence		
Training	one-time / included		
Other Recurring Fees	specify		
Other One-Time Fees	specify		

Contractors shall provide itemized pricing for each proposed camera system, deployment configuration, and associated service identified in Schedule B-4. Pricing shall clearly distinguish recurring monthly or annual charges from one-time fees and identify all included services, optional features, and additional costs.

The District has not established a fixed number or combination of camera deployments for purposes of this RFP. Proposals will be evaluated based on the pricing provided, proposed capabilities, operational requirements, and overall value to the District. The District reserves the right to determine the final number, type, and location of deployments based on available funding, operational priorities, and Board approval.