

REQUEST FOR PROPOSAL (RFP)

Video Surveillance System Replacement and Upgrade

Stockbridge-Munsee Community (SMC)

1. Project Overview

The Stockbridge-Munsee Community (SMC) Surveillance Department is soliciting proposals from qualified, Avigilon-certified vendors to replace the existing IndigoVision video surveillance system with a new Motorola Solutions Avigilon Unity 8 video management and surveillance platform.

This project requires a turnkey implementation. The successful vendor shall provide all labor, equipment, software, licensing, configuration, project management, installation, testing, training, and knowledge transfer necessary to deliver a fully operational, enterprise-grade surveillance solution.

2. Administrative Information & Schedule

Contact Information

Technical Questions:

Name: Schyler Martin, Surveillance Manager

Email: Schyler.martin@mohican-nsn.gov

Phone: (715) 787-2513

Proposal Submission:

Name: Jody Hartwig, Tribal Council Secretary

Email: jody.hartwig@mohican-nsn.gov

Physical Address:

Stockbridge-Munsee Community

Attn: Jody Hartwig

N8476 Mo He Con Nuck Road

Bowler, WI 54416

Anticipated Timeline

- RFP Issuance Date: 10/12/2026
- Deadline for Questions: 10/26/2026
- Responses to Questions / Addendum Issued: 10/30/2026
- Proposal Submission Deadline: 11/09/2026 at 4:00 (CST/CDT)
- Vendor Interviews / Demonstrations (if applicable): 11/16/2026-11/20/2026
- Anticipated Award Date: 11/30/2026
- Project Commencement: 01/01/2027

Note: Responses to questions will be distributed to all participating vendors through an official RFP addendum. Late submissions will be rejected and returned unopened.

3. Project Objectives

The primary objectives of this project are to:

- **Modernize:** Replace the legacy IndigoVision system with the Motorola Avigilon Unity 8 platform to secure a modern, scalable, and secure enterprise solution.
- **Continuity:** Minimize disruption to daily business and tribal operations during implementation.
- **Integration:** Ensure complete, seamless integration of all existing cameras, recording infrastructure, client software, and management applications.
- **Empowerment:** Provide comprehensive administrator/operator training and structured knowledge transfer to designated SMC personnel.

4. Scope of Services

The successful vendor shall provide the following comprehensive services:

4.1 System Assessment and Design

- Review and document the existing IndigoVision environment.
- Validate the existing camera inventory, network connectivity, storage retention requirements, and recording configurations.
- Develop a detailed, step-by-step migration and implementation plan.
- Identify any hardware, licensing, or infrastructure upgrades necessary for a successful deployment.

4.2 System Installation

- Install and configure Motorola Avigilon Unity 8 software and associated core components.
- Install required servers, workstations, client appliances, storage systems, and supporting hardware.
- Configure secure user authentication, role-based permissions, and system security policies.
- Implement system redundancy and resiliency where applicable.

4.3 System Programming and Configuration

- Configure camera assignments, custom recording schedules, retention policies, automated alerts, video analytics, and system integrations.
- Migrate or recreate existing surveillance layouts, maps, and monitoring views where feasible.
- Configure health monitoring, automated reporting, and notification workflows.
- Validate all software licensing activation and core system functionality.

4.4 Testing and Commissioning

- Perform comprehensive system testing and validation protocols.
- Verify individual camera functionality, recording reliability, seamless playback, export capabilities, user access levels, and overall system performance.
- Resolve all identified deficiencies prior to formal project acceptance.
- Provide fully documented test results and system acceptance logs.

4.5 Training

The vendor shall provide on-site and/or remote training tailored to SMC staff, covering:

- System administration and core architecture.
- Daily operator functions and live monitoring.
- Incident review, bookmarking, and legal evidence export procedures.
- User management and permission structuring.
- System health monitoring and troubleshooting.
- Routine maintenance best practices.
- *Note: All training materials must be provided in an electronic format for long-term reference.*

4.6 Knowledge Transfer

Provide structured knowledge transfer sessions to designated SMC personnel, encompassing:

- System architecture and network topology overview.
- Detailed configuration documentation.
- Administrative procedures, backup, and disaster recovery processes.
- Upgrade, patch management, and maintenance procedures.

5. Documentation Requirements

The vendor shall deliver a comprehensive project documentation package, including:

- As-built system documentation.
- Detailed network and system topology diagrams.

- Software licensing records and activation keys.
- Configuration, installation, and parameter records.
- Electronic training manuals and presentation materials.
- Operational, maintenance, and troubleshooting guides.
- Manufacturer warranty and vendor support information.

6. Vendor Qualifications

Responding vendors must clearly demonstrate:

- Proven enterprise experience implementing Motorola Avigilon Unity 8 solutions.
- Direct experience migrating legacy systems from IndigoVision (or similar enterprise platforms) to Avigilon.
- Active manufacturer certifications and partnerships.
- Established history of providing professional training and technical knowledge transfer.
- Verifiable references from at least three (3) comparable commercial or municipal installations completed within the last five (5) years.

7. Proposal Submission Requirements

Delivery Instructions

Proposals must be submitted electronically in PDF format via email to Jody Hartwig (jody.hartwig@mohican-nsn.gov).

- **Email Subject Line: RFP Response – Avigilon Unity 8 Video Surveillance System Replacement**

Required Proposal Structure

To facilitate a fair and efficient evaluation, proposals must be organized into the following sections:

1. Executive Summary
2. Company Qualifications & Experience
3. Technical Solution & Architecture
4. Project Implementation Plan
5. Project Schedule & Timeline need to add
6. Installation and Configuration Approach
7. Training and Knowledge Transfer Plan
8. Support, Maintenance Services, and Warranties
9. References with contact names and project scopes
10. Pricing Proposal (*itemized for hardware, software/licensing, labor, and support*)
11. Exceptions or Deviations from RFP Requirements
12. Required Forms and Certifications

8. Acceptance Criteria & Conditions of Award

Acceptance Criteria

Project acceptance and final sign-off will occur upon:

- Successful physical installation and software configuration of all system components.
- Flawless completion of all testing and commissioning requirements.
- Successful delivery of training and formal knowledge transfer activities.

- Delivery of all required as-built documentation and warranties.
- Written formal acceptance by the Stockbridge-Munsee Community.

Rights of the Community

The Stockbridge-Munsee Community reserves the right to:

- Reject any or all proposals, in whole or in part.
- Waive minor informalities or irregularities in any proposal.
- Request clarifications, interviews, presentations, site visits, or live product demonstrations.
- Negotiate contract terms with one or more responsive vendors.
- Award a contract based on overall best value rather than lowest initial cost.