

## Appendix 1: BWC Selection & Assessment Tool

### SYSTEM QUESTIONS

**If you would like multiple solutions considered, please submit one form for each proposed solution. You may use a separate form if the space provided is not sufficient for a response.**

ID	Item/Question	Vendor Response	Cost of Modification
<b>General Requirements</b>			
<b>1.0 PHYSICAL ASPECTS</b>			
1.1	What is the model number and name of the Body Worn Camera (BWC) that you are proposing?		
1.2	Describe and explain the BWC mounting options (e.g., Head, Chest, Glasses, Various).		
1.3	Identify optional mounting locations. Costs required to use the optional mounting location should also be provided.		
1.4	What is the weight of the device (oz)?		
1.5	What are the dimensions of the device (H x W x D, in inches)?		
1.6	How is the battery docked and recharged?		
1.7	Is the device instant-on with battery replacement?		
1.8	Describe the field serviceability of the replaceable battery.		
1.9	How long does it take for the battery to recharge (in hours)?		
1.10	Is there a battery charge indicator light? If so, please describe.		

1.11	Is there a back-up battery in the event that the primary battery fails? If so, please describe.		
1.12	Is there a visual indicator of active recording? If so, please describe.		
1.13	Describe the in-field playback capabilities (audio and visual).		
1.14	Describe the user interface (audio and visual).		
1.15	What is your certified International Protection Rating for Dust and Water protection?		
1.16	What is your certified drop test rating per Mil Standard 810?		
1.17	Please describe how the camera will maintain its mounting location in the event of a physical activity and/or altercation.		
1.18	Please describes safeguards against accidental engagement or disengagement.		

## 2.0 EQUIPMENT PERFORMANCE

### Video Resolution and Frame Rate

2.1	Recording frame rate at 30 frames preferred second (fps) is required. Please describe any deviation from this.		
2.2	What is your maximum resolution for recording at 60 fps?		
2.3	Please define your operational/working camera resolution.		
2.4	Does your video recording comply with H.264 and H.265 video compression standards? If not, please describe the proposed equipment standard.		

<b>Field of View</b>			
2.5	Please list the field of view specification and describe any peripheral distortion based on field of view.		
2.6	Does the unit have the ability to capture still photos? If yes, at what Megapixel?		
2.7	Does the unit apply date and time stamp? Identify the format.		
2.8	Describe GPS marking capabilities and attributes.		
2.9	Operational time and storage capacity of 12 hours continuous at highest video resolution and frame rate available per device is required. Describe any deviation from this. Please note resolution and frame rate in response		
2.10	What is the Lux rating?		
2.11	Please describe camera recording video quality when camera is in night mode.		
2.12	Please describe distance capabilities when camera is in night mode.		
2.13	Please describe field of view when camera is in night mode.		
2.14	Does the camera capture 30 seconds pre-event record? Is audio included in pre-event capture?		
2.15	What capabilities exist to prevent deletion or modification of any captured video locally (on the device)?		
2.16	Is there functionality to allow for event marking at any time during recording? Please describe.		
<b>3.0 APPLICATION PERFORMANCE</b>			
3.1	Describe the functionality of the proposed application.		

3.2	How is the application deployed and supported? Is it compatible with an on premise storage solution? Is it compatible with a cloud-based solution?		
3.3	How often is the application upgraded? Please describe the upgrade process. Does upgrade impact functionality?		
3.4	Describe how the video content is moved from the BWC to the storage repository. Include estimated communications needs based on various compression and quality options.		
3.5	Will the proposed application support the management of uploaded video from other recording sources? Will the application allow import, playback and editing of other video formats?		
3.6	Can other video (in a similar format) be uploaded into the application?		
3.7	What is your contractor coverage/SLAs? Do you provide device replacement? How do you handle a service failure? What are your hours of support service?		
3.8	System must have emergency 24x7 help / support services available. Please describe any deviations from this.		
3.9	Describe security access and permissions. Is it granular enough to segregate / limit access to video content data? Please describe how your application accomplishes this.		
3.10	Do you offer an on premise storage option? How is the data stored (video, audio and metadata)?		
3.11	How is the data archived or backed up? How does your service support data being backed-up?		

3.12	Does your system support enterprise-wide single sign-on? Please describe.		
3.13	What capabilities exist to set retention periods for data storage and can this be managed by system administrators? How are these permissions controlled?		
3.14	System should be certified to national standards. What certifications does your system have?		
3.15	System must be compatible with current web browsers (Chrome, Firefox, Safari, Internet Explorer) to access system functions and ensuring security of the system and data. Please describe your approach to browser compatibility. How do you assure future compliance?		
3.16	Video clearinghouse methodology -- how does the application/process prevent flooding the network with uploading requests from multiple agencies?		
3.17	Are there restrictions on the number of simultaneous uploads?		
3.18	Please describe any performance metrics or constraints.		
3.19	What are the bandwidth/ time metrics requirements for one unit downloading the maximum video capacity? Can video be managed at the source?		
3.20	Describe any attributes of your system that allow for download management. Describe access to video links to manage video footage.		
3.21	Does your software allow video marking with searchable metadata? Does software allow marking/tagging on device?		
3.22	Please describe redaction capabilities within the software, if any.		

3.23	What capabilities exist to audit system access and modifications?		
3.24	Please describe the chain of custody abilities to determine who has accessed, viewed, edited or copied data.		
<b>4.0 TRAINING AND IMPLEMENTATION</b>			
4.1	Vendor must train all staff on-site. Staff consists of: Maximum of ___ Officers, ___ Command Staff, ___ Administrators. Please describe your approach to training. Is training included in quoted price?		
4.2	System must have system administrators trained by vendor on-site for how to do configurations, user permissions, etc. Please describe your approach to admin technical training.		
4.3	Would you support providing a demo or a proof of concept?		
4.4	What training do you provide to evaluate the audit trail?		
4.5	Potential Vendor must provide training on how the system produces customized, ad-hoc, aggregate reports.		
<b>5.0 CONTRACT TERMS AND CONDITIONS</b>			
5.1	Please provide a sample contract.		
5.2	Please describe the length of contract you are proposing and how replacements and upgrades will be handled.		
5.3	Describe the equipment refresh contracts available; i.e. Lease, hardware maintenance, warranty, etc		

5.4	Please describe how the contract will be structured to allow for expansion of additional units or to other law enforcement entities.		
5.5	Will the company send legal representation to present in a legal case in the event there is a lawsuit pertaining to use and application of the BWC?		