



**SOLICITATION FOR REQUEST
FOR PROPOSALS (RFP'S)
FAIR & OPEN PROCESS**

Date: March 5, 2015 **Department** Police

1. Service (detailed description): Facility Needs Assessment for Police Department

2. Estimated amount for this project: \$ _____

3. AMOUNT BUDGETED FOR THIS RFP: \$ _____

4. BUDGETED ITEM: YES NO
(If no, is it an ordinance authorized material, service or supply?)

YES NO ORDINANCE NO.: _____

(B) Please identify the page number and line item appropriation sub-account:

Budget Page No. _____ Account No. _____

5. Check here if:

Federal Funds State Funds

UEZ Funds Davis Bacon Requirements

(If any of the above are checked, the project must be monitored by the department for compliance with prevailing wage rate policy and procedures.)

6. Date you want to receive proposals by: April 10, 2015

7. Special conditions or instructions: Site visit/walkthrough- March 13, 2015 at 10:00am

Attachments:

- Technical Requirements
- List of vendors

Send copies to:
Purchasing Division
Business Administration

**REQUEST FOR PROPOSALS
FACILITY NEEDS ASSESSMENT
VINELAND POLICE DEPARTMENT**

PART I - SCOPE OF SERVICES

INTRODUCTION

The City of Vineland is soliciting proposals for professional services to complete a Facility Needs Assessment for the Police Department. The Assessment will evaluate three (3) alternatives - the upgrade/expansion of the existing facility; the construction of a totally new facility on the same site; and the construction of a totally new facility on another site. The desired goal, if possible, is for the resultant facility to house all operations of the Department, including storage requirements and a variety of security related features, recognizing the needs specific to modern and efficient 24/7 law enforcement operations. A 'one facility concept' where all police department functions are addressed would include the following:

- Office of the Chief of Police, and other administrative offices;
- Personnel records storage;
- Patrol squad room, supervisory offices, files/storage/operations;
- Records availability and records archives;
- Network operations center (including information technology, radio equipment, etc.);
- Evidence storage;
- Animal control;
- Parking control;
- Crime analysis;
- Investigations;
- Evidence and crime scene processing (including garage bay for vehicle processing);
- Interview rooms with CCTV;
- Multiple meeting rooms for training, conferences, major investigations/emergency operations, luncheons, community availability;
- Traffic enforcement;
- Drug enforcement;

- Community services;
- Training offices and multi-functional training Room;
- Full Service Kitchen for 24/7 Use Including Long Term activations;
- Armory;
- Historical items/photos display;
- Adequate storage space department-wide;
- Exercise room;
- Locker rooms and showers;
- Janitor closets and storage;
- Public parking;
- Secure parking for fleet and specialty vehicles;
- Secure employee parking;
- Building security and CCTV monitoring;
- Emergency power (UPS and generator);
- Special teams preparation/storage area;
- Specialty vehicle storage and evidentiary vehicle processing;
- Janitorial and building maintenance;
- Loading dock;
- Building and grounds expandability;
- K9 housing;
- DWI processing room;
- Prisoner control (sally-ports, detention areas, etc.);
- 9-1-1 communications center; and
- Secure impound lot.

The requirements for the Facility Needs Assessment and the general conditions thereof are included in this document. It must be recognized, irrespective of the alternative ultimately selected by the City, that the Department must maintain continuous operations. Addressing this issue shall be part of the Assessment.