



WALTER E. WASHINGTON
CONVENTION CENTER

**REQUEST FOR INFORMATION
(RFI) 09-I-SM-028
PEOPLE COUNTERS**

Issue Date: June 19, 2009

Submission Date: July 20, 2009

Point –of – Contact
(Procedural Questions)

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People Counters **Request for Information**

Introduction

The purpose of this solicitation is to identify a state-of-the-art people counter system that can meet the objectives of the Washington Convention Center Authority's ("Authority") for the purchase and installation of a people counter, described by this Request for Information (RFI), for the Washington Convention Center facility located at 801 Mount Vernon Place, NW, Washington, DC 20001.

Purpose of Request for Information

The facility is a 2.3 million square foot facility with a foot print covering six city blocks. Maximum occupancy capacity is 42,000 people. This system will be used as a safety tool to help ensure safe occupancy situations. Additionally, the information will be used as a planning tool for events, food service, occupancy counts and other purposes.

The goal is to provide immediate accurate occupancy and pedestrian traffic counts for specific areas within the convention center. Information will be utilized by Event Management, Sales and Public Safety in order to respond to changing situations, and plan for future events.

Description of Task Required

WCCA anticipates that the system may be installed in the following areas, however the actual location of the equipment will be determined based on recommendations from the offeror:

A. Base project:

- Halls A thru C - escalator and elevator entrances and actual individual Halls A, B & C and combined Halls A, B & C
- Hall D -entrance (provide local display in addition to remote monitoring)
- Hall E -entrance, escalator and elevator passages and combined Halls D & E
- Ballrooms A thru C - (provide local display in addition to remote monitoring) & combined Ballrooms A, B & C

A.1 Option 1:

Total building occupancy (monitored through all main entrances and exits)

Total building occupancy including monitoring:

- Mount Vernon main entrance
- Mount Vernon south-west exit
- L street north and south entrances
- Metro entrance
- M Street south-west exit

A.2 Option 2:

Meeting room occupancy for the following rooms (provide local display in addition to remote monitoring):

- 146 A, B & C

A.3 Option 3:

Meeting room occupancy for the following rooms:

- 145 A & B
- 147 A & B
- 150 A & B
- 151 A & B
- 152 A & B

A.4 Option 4:

Meeting room occupancy for the following rooms:

- 202 A & B (provide local display in addition to remote monitoring)
- 207 A & B (provide local display in addition to remote monitoring)

B. Reporting:

The system should be configured to provide a daily and immediate occupancy count each night at roughly 4:00 AM with the option of zeroing the count for a given area at anytime throughout the day for operational reasons. The system should be capable of graphing occupancy over time and keep a running total over the course of days and weeks.

C. Required System Features:

- The system must be expandable, able to track multiple directions (in-out) simultaneously and disregard side ways traffic;
- Display current occupancy at any given time (30 second delay is acceptable);
- Be able to chart data to indicate arrival and peak occupancy at any given time;
- Must utilize an Ethernet network to transmit data;
- The system must be reliable and accurate to within three (3%) percent;

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- Each component must be expected to have a useful life of ten (10) years or greater and carry a parts and labor warranty of not less than one year from date of system acceptance;
- Equipment must appear physically unobtrusive;
- Installed as a turn key project;
- The system must maintain history of information for up to three (3) years;
- The system must chart and graph data and be capable of exporting data to various WCCA systems; and
- The system should be capable of issuing an alert message ***30 minutes before approaching maximum limits***, if occupancy is approaching maximum limits for any key area.

D. General Comments:

- The building has high ceilings throughout the facility; the Offeror is responsible to provide, store and maintain lifts, ladders etc.
- The center remains in operation, work will have to be scheduled around center activities. The project will likely include work during the evening and on weekends.
- The Offeror must provide training to several center personnel to include operation and monitoring of system for twenty (20) WCCA employees. Training plan shall also include repair and maintenance of system – three (3) employees. Training must be provided during day and evening shifts.
- The Offeror must provide the center with three (3) sets of complete documentation including drawings listing cable runs, patch panel information indicating any patches utilized to cross connect the system, and general use and trouble shooting instructions.
- All software and licenses needed to operate and load the system must be provided to WCCA.
- The Offeror must provide one year warranty on all materials and workmanship.

E. Provide Necessary and Appropriate Staffing

The Offeror shall provide qualified staff for project management, technical/operations, installation, quality control, monitor, and training. Offerors shall note that events do not follow typical business hours of M – F schedules. In addition, Offerors must have the capability to make changes to the system during normal business hours at WCCA’s request.

F. Furnish Equipment

The Offeror shall furnish and maintain in acceptable condition, at no cost to Contract employees, all items of uniform and equipment necessary to perform work required by

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the Contract. The Offeror is solely responsible for the quality and performance of all Offeror-provided equipment used in performance of this contract.

Questions

Using the answers to the following questions, WCCA will be able to construct a formal Request for Proposals which will be issued to purchase the people counter system meeting the requirements identified herein.

1. How does your system meet or exceed the required specifications?

Comments:

2. Is your technology easily expandable and upgradable?

Comments:

3. Please describe your installation and support process?

Comments:

4. Describe the network as you envision it. (Example: Will there be permanently mounted wall units at every exit and room in the center? Would wall units be required for the system to be effective? How many sensors will be required in order for the system to be effective? Since the units will be remotely operated; what type of power source would the units require?)

Comments:

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5. Are you a business enterprise certified by the District of Columbia Office of Local Business Development as a:

Small Business (SBE)	Yes	No
Local business (LBE),		
Disadvantaged business enterprise (DBE),		
Business located in an enterprise zone		

6. What values added can you provide as an offeror?

Comments:

7. Will integration with existing close circuit TV systems or other security related systems enhance system value?

Comments:

8. What type of wireless technology can be utilized to track all data?

Comments:

9. Please provide any comments you have regarding the “Required System Features” which you believe will elicit a more comprehensive response from offeror through the RFP process.

Comments:

Floor Plans

Floor Plans for the Washington Convention Center can be found at:

<http://www.dcconvention.com/floorplans.html>

Please submit all responses no later than 4 p.m., EST, Monday, July 20, 2009 to:

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Please include a name and phone number of whom to contact in the event there are questions regarding your submission.

DISCLAIMER

This RFI is issued for information and planning purposes and does not constitute a solicitation. Responses to this notice are not offers and cannot be accepted by WCCA to form a binding contract. Respondents are solely responsible for all expenses associated with responding to this RFI.

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