



**BOROUGH OF DONORA**  
603 Meldon Avenue  
Donora, Pennsylvania 15033  
Office: 724-379-6600 / Fax: 724-379-6063  
[manager@donoraboro.org](mailto:manager@donoraboro.org)  
Michael J. Thornton  
Borough Administrator, Secretary, Treasurer

Donald Pavelko  
Mayor

Casey J. Perrotta  
Council President

DeAnne Vayansky Pavelko  
Council Vice-President

Council Members:  
Mark Bizzell-Boyer  
James Brice  
Michalle Kitchens  
Neal Rands  
Roderick Wilson

Date: Friday, May 15, 2026

Subject: Announcement of Request for Proposal – Borough Overview Security Camera System

Dear Prospective Vendors:

The Borough of Donora is pleased to announce the release of a Request for Proposal (RFP) for the design, supply, installation, and implementation of a Borough Overview Security Camera System.

The Borough is seeking qualified and experienced firms to provide a comprehensive security camera solution intended to enhance public safety, improve situational awareness, and support law enforcement and emergency response operations throughout the community. The proposed system should include high-quality surveillance equipment, network integration, data storage capabilities, monitoring access, and ongoing support services as outlined in the RFP specifications.

Interested vendors are invited to review the complete proposal package and submit responses in accordance with the requirements, timelines, and evaluation criteria established by the Borough.

Proposals will be evaluated based on experience, technical capability, project approach, cost effectiveness, and demonstrated ability to successfully implement similar municipal security systems. The Borough encourages participation from firms with proven expertise in municipal surveillance infrastructure and a commitment to delivering reliable and scalable security solutions.

Questions regarding the RFP process or technical specifications should be submitted in writing to the designated Borough contact identified in the proposal documents.

Thank you for your interest in partnering with the Borough of Donora on this important public safety initiative. We look forward to reviewing your proposal.

Sincerely,

Michael J. Thornton  
Borough Administrator  
Borough of Donora  
Phone: 724-379-6600, Option 5  
Email: [manager@donoraboro.org](mailto:manager@donoraboro.org)

# REQUEST FOR PROPOSAL (RFP)

## Borough of Donora, Pennsylvania

### Municipal Camera System Upgrade – Overview Camera Network (Excluding ALPR)



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## 1. Introduction and Purpose

The Borough of Donora, Pennsylvania (“the Borough”) is soliciting sealed proposals from qualified vendors for the **upgrade, replacement, and modernization of the Borough’s municipal overview camera system**. This RFP covers **all non-ALPR components** of the Borough’s surveillance network.

**Automated License Plate Readers (ALPR)** are **not** included in this procurement and will be purchased separately through a national PlateSMART provider.

The Borough seeks a modern, reliable, scalable, and secure camera system capable of supporting public safety operations, investigative needs, and long-term municipal infrastructure planning.

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## 2. Background and Existing System Overview

The Borough currently operates a legacy camera system consisting of:

- **19 large PTZ (Pan-Tilt-Zoom) cameras**
- **3 small PTZ cameras**
- **5 cameras equipped with microphone audio capability**
- **23 Stationary unidirectional cameras**
- A mix of aging network infrastructure, cabling, and recording hardware
- Limited remote access and inconsistent retention performance

The Borough intends to replace or upgrade the existing system with a unified, modern platform that improves reliability, image quality, retention, cybersecurity, and ease of use for authorized personnel. Vendors are encouraged to propose not only replacement of existing equipment but also additional cameras, expanded coverage areas, enhanced technologies, and infrastructure improvements where such expansions would provide meaningful operational or public-safety benefits.

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### 3. Scope of Work

The selected vendor shall provide a **turnkey solution**, including but not limited to:

#### 3.1 System Design & Engineering

- Conduct a site assessment of all existing camera locations and possible additional locations.
- Evaluate current mounting, cabling, power, and network conditions, including wireless networking bridges, and related hardware.
- Provide a complete system design including camera placement, field of view diagrams, and network architecture.
- Recommend additional, replacement or reuse of existing PTZ units where appropriate.

#### 3.2 Camera Hardware

The Borough seeks proposals for **high-resolution PTZ and fixed cameras**, including:

- Minimum **1080p** resolution (4K preferred where beneficial).
- Low-light / IR capability.
- Weather-rated housings suitable for outdoor municipal environments.
- PTZ units with smooth motion control and optical zoom.
- Audio-capable cameras where existing microphones are present (5 locations).
- NDAA-compliant hardware.

#### 3.3 Video Management System (VMS)

The proposed VMS must include:

- Centralized management console.
- Secure remote access for authorized Borough personnel.
- Role-based permissions.
- Real-time monitoring and playback.
- Export tools for evidentiary use.
- Integration capability with future ALPR systems (PlateSMART).
- On-premises, cloud, or hybrid architecture options.

#### 3.4 Storage & Retention

- Minimum **30-day retention** at full resolution.
- Scalable storage architecture.
- RAID or equivalent redundancy.
- Secure export and chain-of-custody features.

#### 3.5 Networking & Infrastructure

- Assessment and upgrade of switches, bridges, cabling, and power supplies as needed.
- PoE/PoE+ compatibility.
- Secure VLAN segmentation for camera traffic.
- UPS/battery backup recommendations.

### 3.6 Installation & Configuration

- Removal of outdated equipment.
- Installation of all new cameras, mounts, cabling (if required), and network components.
- Full system configuration, testing, and optimization.
- Documentation of all IP addresses, device IDs, login credentials, and network diagrams.

### 3.7 Training

- On-site training for Borough police and administrative staff.
- User manuals and quick-reference guides.
- Optional ongoing training packages.

### 3.8 Warranty & Support

- Minimum **1-year full system warranty** (parts and labor).
  - Optional extended service agreements.
  - 24/7 support availability preferred.
  - Defined response times for outages or critical failures.
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## 4. Vendor Qualifications

Vendors must demonstrate:

- Experience with municipal or public safety camera systems.
  - Certifications for proposed hardware and VMS platforms.
  - Proof of insurance (general liability, workers' compensation).
  - Ability to meet Pennsylvania municipal procurement requirements.
  - References for at least **three** comparable projects.
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## 5. Proposal Requirements

Proposals must include:

### 5.1 Technical Proposal

- Detailed system design.
- Camera model specifications and data sheets.
- VMS platform description.
- Storage architecture.
- Network and power requirements.
- Project timeline.

## 5.2 Cost Proposal

- Itemized pricing for all hardware.
- Labor and installation costs.
- Optional maintenance or service packages.
- Any recurring software licensing fees.
- Total project cost.

## 5.3 Additional Required Documents

- Company profile and qualifications.
  - References.
  - Proof of insurance.
  - Warranty terms.
  - Signed non-collusion affidavit (if required by Borough policy).
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## 6. Evaluation Criteria

Proposals will be evaluated based on:

- Technical quality and completeness.
- Compliance with Borough requirements.
- Vendor experience and references.
- Total cost and long-term value.
- Warranty and support offerings.
- System scalability and cybersecurity posture.

The Borough reserves the right to accept or reject any proposal, waive irregularities, or negotiate final terms.

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## 7. Submission Instructions

**Sealed proposals** must be submitted to:

**Borough of Donora**  
Attn: Borough Administrator  
**601 Meldon Avenue**  
Donora, PA 15033

Proposals must be clearly marked:

**“RFP – Municipal Camera System Upgrade (Overview Cameras)”**

Electronic submissions may be accepted at the Borough’s discretion.

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## 8. Timeline

- **RFP Release Date:** Friday, May 15, 2026, 8:00 AM
  - **Mandatory Site Walk-Through (if required):** Tuesday, May 26, 2026 at 1:00 PM
  - **Questions Due:** Monday, June 1, 2026 at 12:00 PM
  - **Proposals Due:** Wednesday, June 10, 2026 at 4:00 PM
  - **Vendor Selection:** Thursday, July 9, 2026 at 6:00 PM
  - **Project Start:** Friday, July 31, 2026
  - **Project Completion Target:** Wednesday, December 31, 2026 with permitted exceptions.
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## 9. Additional Conditions

- This RFP does **not** include Automated License Plate Readers (ALPR).
  - All equipment must be NDAA-compliant.
  - All work must comply with applicable federal, state, and local laws.
  - The Borough is tax-exempt; exemption certificate available upon request.
  - Vendors are responsible for verifying all measurements and site conditions.
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## 10. Contact Information

Questions regarding this RFP may be directed to:

**Michael Thornton**

Borough Administrator

Borough of Donora

603 Meldon Avenue

Donora, PA 15033

Phone: 724-379-6600, Option 5

Email: [manager@donoraboro.org](mailto:manager@donoraboro.org)

# BIDDER RESPONSE FORM

## Borough of Donora, Pennsylvania

### Municipal Overview Camera System Upgrade (Excluding ALPR)

Bidder must complete all sections. Incomplete forms may be grounds for rejection.



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## 1. Bidder Information

Company Name: \_\_\_\_\_

Primary Contact Person: \_\_\_\_\_

Title/Position: \_\_\_\_\_

### Business Address:

Street: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Website (if applicable): \_\_\_\_\_

Federal EIN: \_\_\_\_\_

PA Contractor Number (if applicable): \_\_\_\_\_

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## 2. Proposal Summary

Provide a concise summary of your proposed solution.

### Brief Description of Proposed System:

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**Total Number of Cameras Proposed:**

PTZ: \_\_\_\_\_ Fixed: \_\_\_\_\_ Audio-Capable: \_\_\_\_\_

**Proposed Video Management System (VMS):**

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**Storage & Retention Solution (minimum 30 days required):**

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### 3. Project Cost Proposal

Provide itemized pricing. Attach additional sheets if necessary.

#### A. Hardware Costs

- Cameras (model & qty): \_\_\_\_\_  
\$ \_\_\_\_\_
- Network switches / PoE equipment: \_\_\_\_\_  
\$ \_\_\_\_\_
- Storage hardware: \_\_\_\_\_  
\$ \_\_\_\_\_
- Mounts, housings, accessories: \_\_\_\_\_  
\$ \_\_\_\_\_
- Other hardware (specify): \_\_\_\_\_  
\$ \_\_\_\_\_

**Hardware Subtotal: \$** \_\_\_\_\_

#### B. Labor & Installation Costs

- Installation labor: \_\_\_\_\_  
\$ \_\_\_\_\_
- Configuration & testing: \_\_\_\_\_



\$ \_\_\_\_\_

- Removal of old equipment: \_\_\_\_\_

\$ \_\_\_\_\_

- Training: \_\_\_\_\_

\$ \_\_\_\_\_

**Labor Subtotal: \$** \_\_\_\_\_

### **C. Software & Licensing**

- VMS licensing: \_\_\_\_\_

\$ \_\_\_\_\_

- Annual support/maintenance (optional): \_\_\_\_\_

\$ \_\_\_\_\_

**Software Subtotal: \$** \_\_\_\_\_

### **D. Total Project Cost**

**TOTAL COST (Hardware + Labor + Software):**

**\$** \_\_\_\_\_

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## **4. Project Schedule**

**Estimated Start Date:** \_\_\_\_\_

**Estimated Completion Date:** \_\_\_\_\_

**Number of On-Site Workdays Required:** \_\_\_\_\_

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## **5. Warranty & Support**

**Standard Warranty (minimum 1 year):**

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**Optional Extended Warranty / Service Plans:**

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**24/7 Support Availability:** ☐ Yes ☐ No

**Response Time for Critical Failures:** \_\_\_\_\_

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## 6. Required Attachments

Please check each item included with your submission:

- ☐ Technical Proposal
  - ☐ Detailed System Design / Camera Layout
  - ☐ Product Data Sheets
  - ☐ Itemized Cost Proposal
  - ☐ Proof of Insurance
  - ☐ References (minimum three)
  - ☐ Completed **Non-Collusion Affidavit**
  - ☐ Warranty Documentation
  - ☐ Additional Vendor Certifications (if applicable)
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## 7. Certification

I, the undersigned, certify that:

- I am authorized to submit this proposal on behalf of the company listed above.
- All information provided is true and correct to the best of my knowledge.
- The proposal complies with all requirements of the Borough of Donora's RFP.
- Pricing is valid for **90 days** from the submission deadline unless otherwise stated.

**Authorized Representative (Print):** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Title:** \_\_\_\_\_



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## NON-COLLUSION AFFIDAVIT

**Borough of Donora, Pennsylvania**

State of \_\_\_\_\_

County of \_\_\_\_\_

I, \_\_\_\_\_, being first duly sworn, depose and say that:

1. I am the (**Owner / Partner / Officer / Authorized Representative**) of

\_\_\_\_\_,  
the bidder submitting the attached proposal for:

**“Municipal Overview Camera System Upgrade (Excluding ALPR)” for the Borough of Donora, Pennsylvania.**

2. I state that the price(s) and terms in the attached proposal have been arrived at **independently** and without consultation, communication, or agreement with any other bidder or potential bidder.
3. I state that the price(s) quoted in the attached proposal have not been disclosed to any other bidder or potential bidder, and will not be disclosed prior to the official opening of proposals.
4. I state that no attempt has been made, nor will be made, to induce any other person, partnership, or corporation to submit or refrain from submitting a proposal for the purpose of restricting competition.
5. I state that this proposal is made in good faith and without any agreement or understanding with any other bidder relating to price, terms, or conditions of the proposal.
6. I state that no person, firm, or corporation has received or will receive, directly or indirectly, any rebate, fee, gift, commission, or thing of value in return for providing a favorable proposal or for refraining from proposing.
7. I acknowledge that this affidavit is required by the Borough of Donora as a condition for submitting a proposal and that any false statement may result in rejection of the proposal or termination of any contract awarded.

## Bidder Information

**Name of Firm:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City/State/Zip:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Authorized Representative (Typed/Print):** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

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## NOTARIZATION

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

**Notary Public:** \_\_\_\_\_

**My Commission Expires:** \_\_\_\_\_

**Seal:**