

Craven County Video Arraignment System

Craven County is seeking quotes to provide a Video Arraignment System (VAS) solution for use with its court system. The Court Video Arraignment System will involve 2 (two) courtrooms in the Craven County Courthouse and 2 (two) rooms in the secured inmate area of the Craven County Judicial Center which are approximately 10 miles apart. The purpose of this system is to provide a secure, two-way audio and video transmission to conduct remote court proceedings between an inmate and the judicial system.

The Craven County Courthouse is located at 302 Broad Street, New Bern, NC. 28560. The Craven County Judicial Center is located at 1100 Clarks Road, New Bern, NC 28562.

The successful vendor will provide a system based on the North Carolina Administrative Office of the Courts guidelines which are part of this request for quotes. The courtroom location will contain the presiding Judge and Clerk of Court Recorder. Others present may include defense attorney, prosecuting attorney and the general public. The inmate location will contain the inmate and possibly Craven County Detention Center staff.

The successful vendor solution will provide system concept, core hardware components, necessary software, installation, implementation, training and warranty on items provided.

The County will provide a dedicated, private fiber link between the two locations, network switches, data and power wiring for the selected vendor solution, LCD/LED wall mount televisions for the 2 (two) Court Rooms and inmate location equipment. The County will also provide a telephone link to allow confidential communication between defendant and attorney. The degree of security for this telephone link would be that found on common phone lines used in society.

The system will be designed to only allow video calls to be initiated and terminated from the Judge's station in the courtroom. When a call is placed from the Judge's station in the courtroom to the inmate, the inmate will see the Judge, Clerk, prosecuting attorney and defense attorney in a split screen format on the jail station monitor and communicate verbally via the jail station equipment. The Judge's station and the court room mounted monitors will display the inmate. The audio from the inmate will be broadcast via speakers in the courtroom utilizing the courtroom sound system. The Judge, Clerk of Court Recorder, prosecuting attorney and defense attorney will each have a dedicated camera to transmit their video and a desktop microphone for their audio.

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At a minimum, Courtroom equipment and interfaces to be provided by the vendor:

- Four (4) in-courtroom, permanently mounted cameras
- Connection to existing audio amplification devices for up to four (4) microphones
- Connections for two (2) wall mounted 65" LCD/LED monitors
- Connection for monitor at presiding Judge's bench
- Electronic device capable of combining audio and video from each location in a secure, real-time experience free of lags and delays; codec, multiplexor, etc..

Interested vendors have until Monday, July 14, 2014 at 4:00 p.m. to submit a quote which must contain:

- System concept and general solution
- Hardware item list, locations and pricing
- Software item list, locations and pricing
- Training to be provided
- Warranty period of hardware, software and installation
- Total price per courtroom which includes hardware, software, labor and supplies
- Estimated timeline for installation from date of notice to proceed

A walk-thru of the locations may be arranged by appointment.

Solutions submitted will be reviewed by Judicial Officials in Craven County. Upon local acceptance, solution will be submitted to the North Carolina Administrative Office of the Courts for approval and authorization of usage.

Craven County reserves the right to reject any or all quotes.

Quotes may be submitted in electronic form or sealed envelope and should be submitted to:

Dennis B. Holton, Director
Craven County Information Technology
406 Craven Street
New Bern NC 28560
dholton@cravencountync.gov

Inquiries should be directed to:

Dennis B. Holton, Director
Craven County Information Technology
252-636-6609
dholton@cravencountync.gov

GUIDELINES FOR PROCEDURE AND EQUIPMENT TO BE USED IN
TWO WAY AUDIO/VIDEO PROCEEDINGS

12-16-93

G.S.15A-532, 601 and 941 authorize the use of two way audio/video transmission to conduct proceedings to determine conditions for release of defendants, first appearance hearings, and arraignments. The procedures and type of equipment planned for such audio/video hearings are required to be submitted to the Administrative Office of the Courts (AOC) for advance approval. Provided below are the minimum guidelines the AOC shall follow in deciding on the acceptability of proposed procedures and equipment.

1. Live Communication: Any audio/video system must allow for participants to freely communicate as though they were all in the same room. Any delays in the transmission of the audio/video signals must be brief enough so that they are not apparent to the participants.
2. Confidential Communication Between Defendant and Attorney: Where the defendant is represented by counsel any audio/video system shall allow for confidential communication between them throughout the proceeding. To insure such confidential communications the following minimum standards must be met.
 - a. The video room in which the defendant is held during these proceedings shall be designed to assure confidential communications with counsel.
 - b. A telephone line between the defendant in the holding facility and the attorney in the courtroom must be provided and must be reasonably secure from electronic eaves dropping. The degree of security necessary would be that found on common phone lines used throughout society.
 - c. This telephone link shall be designed to prevent any privileged conversation from being able to be overheard or recorded by the general purpose recording devices which are part of the over all audio/video system.

Specific measures to insure the confidentiality of privileged conversations shall be approved by the AOC.
3. Parties to be included on System: At all proceedings in which the audio/video system is used the voices of the judge, prosecutor, defendant, defense attorney and witnesses must be audible to all participants at all times except for privileged communication between defendant and defense attorney. The video image of each participant must be shown on the system monitors whenever they are speaking.

Where two or more parties speak at the same time the video picture should show the person which began speaking first as long as that person continues to speak. Then the picture can switch to another speaker.

4. Quality of Audio/Video System: Both the audio and video output of the system should be of such quality that when heard or viewed by an average member of the community they would be considered comparable to what is routinely experienced on commercial television.
5. Equipment: A microphone and camera must be situated to be able to broadcast words and images of each of the parties to the proceedings. Parties include the judge, the prosecutor, the defendant, the defense counsel and any witnesses. The system must also have at a minimum three monitors, one at the judges bench, another in the jail video room and the third positioned to be viewed by the other parties in the proceeding and the public.

Officially Adopted, Effective
December 16, 1993



James C. Drennan, Director
Administrative Office of the Courts