



S.C.A.N. Application

City of Allentown
 435 Hamilton Street, 3rd Floor
 Allentown, PA 18101
 p 610-437-7610 | f 610-439-5947 | daniel.diaz@allentownpa.gov



Business Name: _____ **Date:** _____

Address: _____

Contact Name: _____

Telephone: _____ **Email:** _____

Business Owner

Proprietor LLC Corporation Other

Item	Yes	No	Comment
Are you an Allentown business in good standing?*			
Do you have an existing video surveillance system?			
If yes, how would you rate its quality? Poor, Good, Excellent?			
Has your business been the victim of a crime in the past 3 years?			
Do you have a security alarm system?			
Does your facility have a storefront facing the main street? If so, do you regularly have pedestrian traffic outside the front of your facility?			
Do you take money transactions at your facility/business? If yes, please explain how funds are transferred out of your facility.			
Would a new High Definition (HD) Video Surveillance system make you and your customers feel more secure and thus increase business?			
On average, how many employees are working at any given time?			
What are your hours of operation?			
Does your facility have adequate outdoor lighting for security purposes?			
Have you included pictures of the building indicating where the surveillance cameras will be located, and at least one picture showing the entire façade of your building?			

*Current on all city taxes; fees and licensing; no pending litigation; no liens on property; and free of code violations.

COMPLETED APPLICATIONS WILL BE ACCEPTED UNTIL FUNDS ARE DEPLETED!

Have you provided documentation from the property owner (if not the applicant) permitting the proposed work?			
<p>Have you included at least two estimates from licensed vendors detailing the SCAN Minimum Specified System? (Two exterior cameras, two interior cameras, and a digital video recorder).</p> <p>Vendors must purchase and install equipment that meets the minimum specifications listed below.</p> <p>Contact the Allentown Chamber at (484-542-7827) for a list of licensed vendors.</p>			

Additional comments (please use separate page, if necessary.)

Signature

Date

EQUIPMENT REQUIREMENTS

All surveillance system equipment shall be subject to review and approval prior to installation by the Allentown Police Department. Below lists the minimum specifications required for a Security Camera Assistance Network award.

CAMERA REQUIREMENTS

1. Minimum resolution of (1280 X 720) 720P. Minimum 1/3" image sensor size. Models equipped with digital zoom must have the feature disabled in settings.
2. Nighttime recording through adequate light or infrared illumination as required by conditions.
3. IR sensitive cameras must be "True" Day/Night and equipped with an IR cut filter (ICR).
4. IP66 Rated – Weather Resistant.
5. Vandal Resistant.
6. Exterior wiring not to be exposed.
7. Exterior cameras must be mounted at 10' minimum heights (no more than 14 ft is recommended).
8. Maximum 16 feet field of view at area being monitored at 720P.
9. Maximum 24 feet field of view at area being monitored at 1080P.
10. Minimum sensor illumination 1.5 lux or lower for color image sensor rated below 2 lux for color.
11. Have a clear and unobstructed view of outside areas of desired coverage.

**NETWORK VIDEO RECORDER (NVR)/
DIGITAL VIDEO RECORDER (DVR)
REQUIREMENTS**

1. The recorder must have the ability to export video in both native and open file format.
2. Possess the ability to view and retrieve data while the system remains in operation.
3. Have sufficient memory to retain data from all cameras for a period of at least 15 days, Max quality and resolution setting at a minimum of 15 frames per second.
4. Be placed in a locked and secured location to prevent destruction or tampering.
5. Be secured by user name and password.
6. System must provide a date/time/camera stamp on recorded video for each device.
7. System should support a minimum frame rate of 15 FPS for each individual camera (30 being optimal).
8. Be network-capable.