



City of Dayton, Ohio
Department of Central Services
Division of Purchasing

Mobile Video Recording System

REQUEST FOR PROPOSAL (RFP) No. 17032S

August 2017

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SECTION 1 – PROPOSAL INSTRUCTIONS

1.01 COMMUNICATIONS REGARDING THIS PROJECT. Please direct all communications regarding the RFP Process to:

City of Dayton, Division of Purchasing, Room 514
Jason Schorten
101 West Third Street
Dayton, Ohio 45402
Telephone: (937) 333-4034
Fax: (937) 234-1600
E-Mail: Jason.Schortgen@daytonohio.gov

All communications/questions concerning this RFP must be submitted in writing referencing the specific paragraph and page number. The deadline for questions is listed in Section 1.02 (RFP Schedule). Written responses will be prepared by the City and posted on the city's web site by the date listed in *Section 1.02*. Changes to this RFP will be made only by formal written correspondence issued by the City.

A copy of this proposal and any additional documentation may be found at the City of Dayton's website at:
<http://daytonohio.gov/bids.aspx>

1.02 RFP SCHEDULE. The following is the anticipated schedule for the RFP Process:

Issue RFP:	August 29, 2017
Last Day to Submit Questions:	10:00 AM local (Dayton OH) time on September 26, 2017
Written Responses to Questions:	October 2, 2017
Due Date for Proposals:	10:00 AM local (Dayton OH) time on October 12, 2017

1.03 SUBMITTING A PROPOSAL. Each Contractor seeking consideration for performance of services related to the project must submit a Proposal. Proposers are to submit one (1) original copy signed by an officer authorized to bind the company and five (5) copies of their written proposal. All proposals shall be sealed, properly addressed with the name of the Contractor and sent to:

RFP No.17032S – Mobile Video Recording System
City of Dayton, Division of Purchasing, Room 514
Jason Schortgen
City Hall
101 West Third Street
Dayton, Ohio 45402

Sealed proposals must be received at the above address, in Room 514 by the date indicated in Section 1.02 (RFP Schedule). Proposals received after the scheduled date/time will not be considered. All supporting materials and documentation must be included with the proposal. The responsibility of timely delivery lies solely with the proposer. Faxed and e-mailed proposals are **not** acceptable.

The City reserves the right to reject any and all proposals, to waive any irregularities in a proposal, or to accept the proposal(s) which in the judgment of proper officials, is in the best interest of the City. The City reserves the right to accept a part or parts of a proposal unless otherwise restricted in the RFP or issue subsequent Requests for Proposal. The City reserves the right to approve or reject any sub-Contractors proposed for work under this proposal or waive any minor irregularities

The City reserves the right to select the successful proposer on the basis of proposals received, without seeking further information for clarification from proposers. Upon review of proposals, the City may designate the most qualified proposals as finalists. These finalists may be invited to make oral presentations and participate in a question and answer session with the City. The City shall have the right to visit selected user sites, should this be deemed necessary.

All federal, state, and local laws regarding competitive bidding, anti-competitive practices, and conflict of interest shall be applicable to this RFP.

The City does not guarantee that any contract will be awarded as a result of this RFP. In the event that a contract award is made but the contract is not executed, the City does not guarantee that the contract will be re-awarded.

1.04 REQUIRED PROPOSAL CONTENTS. All brochures and supplemental documentation shall be included with the original and all of the copies. If not, the proposal may be considered as non-responsive. Contractors are required to submit the following information in their proposal:

- **Letter of Transmittal:** The proposer shall provide a transmittal letter with authorizing signature for the proposal. The letter must briefly summarize the vendor's ability and willingness to perform the services required by the RFP. The letter must be on the form provided in Exhibit A.
- **Company Profile and Background.** Provide the following information:
 - **Location** - The street address of the proposer's company headquarters.
 - **Local Office of Proposer** - Provide the location of the proposer's office nearest to Dayton, Ohio. Include the local office, a contact name, address, telephone, and fax numbers.
 - **Company's Primary Business** - State the proposer's primary business, the number of years in the proposer's industry, and the number of employees assigned to these related activities.
 - **State the legal make-up** of your company: sole proprietorship, partnership, corporation, etc.
 - **Please list any Lawsuits that you are currently engaged in.** Please provide any and all suits either with the City of Dayton or any other Municipalities (include, but not limited to Federal, State, Local or other Municipalities and Governmental agencies).
- **Key Personnel Information.** Provide the name, title, mailing address, telephone number and e-mail address of the persons who will function as the City's primary contact and back-up contact person. Provide brief resumes/qualifications of personnel who will be primarily involved in this project. Include any certifications earned, special training taken, and memberships in professional groups. Complete Form found in Exhibit A.
- **Proposal Response** as per Section 2.
- **Statement of Exceptions to RFP requirements:** Provide a detailed description of any exceptions taken to the requirements of this RFP, including the City Standard Terms and Conditions in Section 3. Exceptions shall be referenced to the applicable RFP section/sub-section numbers. Any other departures from the city's RFP are to be identified and failure to do so shall make the proposal non-responsive. City's standard Terms for Payment are Net 30 days from the date of invoice once the project is complete, unless otherwise negotiated. If you cannot comply with this, please state any changes in the Statement of Exceptions to the RFP Requirements.
- **References:** Provide a list of references on form provided as Exhibit B. The City is particularly interested in contacting your governmental clients in the state of Ohio.

1.05 ITEMS THAT DISQUALIFY A VENDOR IMMEDIATELY.

- Incomplete or non-responsive proposal
- Inability to obtain Affirmative Action Assurance approval prior to award of the contract. See Section 3.06 for information on how to contact the Human Relations Council.

1.06 CRITERIA. The selection committee will evaluate each proposal submitted based on the following criteria. After receipt and review of the written proposal, the City may elect to have the proposal presented in person, or clarifications submitted in writing.

Proposers shall not assume that any information shared with the City prior to this RFP will be considered in the Evaluation process of this RFP. Evaluation team may or may not have prior knowledge of any discussions and processes. **Evaluation will be completed on the information submitted in proposal only.**

Evaluation Criteria for Goods and Services		
Item	Description	Percentage Possible
1	Cost/Price/Lump Sum Fee	30%
2	Quality of Vendor Proposed Solution	30%
3	Previous Experience of Vendor	10%
4	Key Personnel for this Project	10%
5	Perform Within Time Limits	10%
6	Dayton Local Business	5%
7	PEP Certified Vendor	5%
	Total Points	100%

1.07 MISCELLANEOUS ITEMS.

- All Contractors submitting a proposal will be notified, upon final determination by the City, of the firm selected to perform the requested work.

SECTION 2 – SCOPE OF PROJECT

2.01 PURPOSE AND NEED / PROJECT DESCRIPTION.

The Dayton Police Department is seeking to replace and/or upgrade the mobile video recording system (MVR) used by the department. Officers on the department routinely use the system to record traffic stops, emergency runs, arrests, field interviews, and other police interactions with the public in the vicinity of the vehicles. The current system wirelessly transmits video files from the cruisers to hardware in five police buildings, where it is centrally stored.

The current system is reaching the end of its service life. The Dayton Police Department is seeking proposals to replace/update the video recording hardware installed in the police vehicles, and the supporting systems related to the video recordings. Those systems would securely transfer video recordings from the police vehicles and store them, as well as making the recordings available for review by supervisors, investigators, and command staff, and be available for use in court by prosecutors and other attorneys.

The department is looking to replace both the existing MVR systems in its existing vehicle fleet, as well as install recording systems in newly acquired vehicles. The department is open to considering supporting systems and storage options that could either be maintained on city premises as well as options that would be cloud-based or utilize off-site storage. Other areas of secondary consideration are the ability for the systems to address other department needs such as recording video from interview rooms and other needs for video or digital photographic evidence.

The city is not currently interested in using body-worn camera systems to fulfill the scope of this project. It is a requirement that the camera systems be vehicle-mounted. However, the department may consider adding body-worn cameras in the future. The expandability of any proposed system to include body-worn cameras may be a secondary consideration.

Please see attached Exhibits for additional information.

2.02 BACKGROUND INFORMATION. The City of Dayton, Department of Police.

The Dayton Police Department has an established practice to use video recording systems in its marked police vehicles. The department began using VHS-based video recording systems in 2001. Beginning in In 2011, the department transitioned to a digital recording system that it currently uses.

The department currently has a digital MVR system installed in its fleet of 125 marked police vehicles, mostly Ford Crown Victorias and Ford Interceptor Utility vehicles. The department is also planning on receiving 18 new Ford Interceptor Utility vehicles in the last calendar quarter of 2017. These new vehicles will replace existing older and damaged marked vehicles. There are approximately 175 uniformed officers and 30 sergeants and lieutenants assigned to marked vehicles.

MVR systems are not installed in unmarked or non-patrol vehicles. However, video from the system must be accessible for review and use by detectives and other non-uniform personnel. The department has approximately 355 total sworn personnel, including uniformed, non-uniformed personnel and command staff.

Please see attached Exhibits for more information.

2.03 SCOPE OF WORK / PROJECT REQUIREMENTS.

Please see attached Exhibits for specific details.

2.04 PRICING STRUCTURE. Prices proposed will remain firm for acceptance within **180** calendar days after the RFP closing date.

Please see attached Exhibit III for detailed vendor pricing.

SECTION 3 – REQUIREMENTS AND CONDITIONS FOR ALL PROPOSERS

3.01 TAX EXEMPTION. All items purchased under this contract will be exempt from the State of Ohio Sales Tax as provided for in Section 5739-02(b)(1) of the Revised Code of Ohio, and will be exempt from the State of Ohio Use Tax, Section 5741.02(C)(2). Blanket Certification of Exemption Forms will be furnished to the Proposer by the Division of Purchasing.

3.02 PROPOSER AFFIDAVIT. If the successful proposer should be a corporation not incorporated under the laws of the State of Ohio, a certificate from the Secretary of State showing the rights of the successful proposer to do business in the State of Ohio shall be furnished. Each proposer is required to submit with their bid, an Affidavit stating that neither the proposer nor agents thereof, nor any other party of the proposer has paid or agreed to pay directly or indirectly, any person, firm or corporation, any money or valuable consideration for assistance in procuring or attempting to procure the contract herein referred to, and further agreeing that no such money or reward will hereafter be paid.

3.03 PROCUREMENT ENHANCEMENT PROGRAM. It is the policy of the City to promote full and equal business opportunity to all persons doing business with the City. The City must ensure that businesses seeking to participate in contracting and procurement activities with the City are not prevented from doing so on the basis of the race or gender of their owners. The City is committed to ensuring that it is not engaged in passive participation in any form of discrimination. (R.C.G.O. Section 35.32) It is the City of Dayton's position to encourage the greatest participation possible on all projects connected with any aspect of the City's auspices through the Procurement Enhancement Program (PEP). All contractors are encouraged to review the list of Minority, Women and Small Businesses at www.daytonohio.gov/departments/hrc for certified subcontractors.

3.04 PROPOSER'S FINANCIAL OBLIGATION TO THE CITY. No bid may be accepted or contract awarded to any person, firm or corporation that is in arrears or in default to the City, or that is a defaulter of surety or otherwise upon any obligation to the City, or has failed to perform faithfully any previous contract with the City.

3.05 PROPOSER'S INCURRED COSTS. Each proposer shall be responsible for all costs incurred in preparing a response to this RFP. All materials and documents submitted by the proposer in response to this RFP shall become the property of the City, and shall not be returned. Respondents selected for further negotiations, as well as the proposer ultimately selected to enter into a contractual agreement with the City, shall be responsible for all costs incurred by it during negotiations.

3.06 AFFIRMATIVE ACTION ASSURANCE (AAA). The selected Contractor must file an Affirmative Action Assurance form ("AAA Form") with the City's Human Relations Council (HRC) and obtain approval from HRC to do business with the City. You may contact the HRC for the Rules and Regulations, and the AAA Form required of vendors of the City, at:

Human Relations Council
371 West Second Street, Suite 100
Dayton, Ohio 45402
(937) 333-1413 (Office)
(937) 222-4589 (Fax)

Failure to maintain a current AAA Form on file with the HRC may result in termination of the contract and/or denial of future contract awards from the City. The AAA Form must be filed annually.

3.07 STANDARD AGREEMENT TERMS FOR PROFESSIONAL SERVICES – These are standard terms are subject to change by the City prior to the award of the contract.

ARTICLE 1. TERM

The Agreement shall commence upon execution by the City and shall terminate upon expenditure of all funds provided herein or on December 31, 2022, whichever date is earlier.

ARTICLE 2. SERVICES TO BE PERFORMED BY CONTRACTOR

Contractor shall provide all services necessary to complete the Services that are described in an Attachment, Scope of Services, which is incorporated herein by reference.

ARTICLE 3. COMPENSATION

City's standard Terms for Payment are Net 30 days from date of invoice once the project is complete, unless otherwise negotiated.

ARTICLE 4. CITY'S RESPONSIBILITIES

The City will furnish Contractor, at no cost or expense, all reports, records, data that might be necessary or useful to complete the Services required under this Agreement.

ARTICLE 5. STANDARD OF CARE

Contractor shall exercise the same degree of care, skill, and diligence in the performance of the Services as is ordinarily possessed and exercised by a professional under similar circumstances. Contractor shall have no liability for defects in the Services attributable to Contractor's reliance upon or use of data or other information furnished by the City or third parties retained by the City.

If, during the one year period following completion of the Services, it is shown there is an error in the Services caused by Contractor's failure to meet such standards and City has notified Contractor in writing of any such error within that period, Contractor shall perform, at no additional cost to City, such Services within the original Project as may be necessary to remedy such error.

ARTICLE 6. INDEMNIFICATION

Contractor shall indemnify and defend the City and its elected officials, officers, employees and agents from and against all claims, losses, damages, and expenses (including reasonable attorneys' fees) of whatsoever kind and nature, to the extent that such claims, losses, damages, or expenses are caused by or arise out of the performance or non-performance of this Agreement and/or the acts, omissions, or conduct of Contractor and its agents, employees, contractors, sub-contractors and representatives in undertaking and performing the Services.

This Article shall survive early termination or expiration of this Agreement.

ARTICLE 7. INSURANCE

During the term of this Agreement, Contractor shall maintain, at its sole cost and expense, no less than the following insurance issued by an insurance company authorized to conduct business in the State of Ohio and having an "A" rating or better by A.M. Best:

- (1) General Liability Insurance, having a combined single limit of \$1,000,000 for each occurrence and \$1,000,000 in the aggregate.
- (2) Automobile Liability Insurance, having a combined single limit of \$1,000,000 for each person and \$1,000,000 for each accident.
- (3) Employers' Liability Insurance, having a limit of \$500,000 for each occurrence.
- (4) Professional Liability Insurance, having a limit of \$1,000,000 annual aggregate.
- (5) Contractor shall maintain errors and omissions insurance in the amount of \$1,000,000.00.

Current certificates of insurance for all policies and concurrent policies required to be maintained by Contractor pursuant to this Article shall be furnished to the City. All such insurance policies, excluding Professional Liability Insurance, shall name the City, its elected officials, officers, agents, employees, and volunteers as additional insureds, but only to the extent of the extent of the policy limits stated herein. All policies of insurance required hereunder shall contain a provision requiring a minimum of thirty (30) days advance written notice to the City in the event of cancellation or diminution of coverage

Contractor also shall maintain Workers' Compensation Insurance in such amounts as required by law for all employees, and shall furnish to the City evidence of same.

ARTICLE 8. OWNERSHIP OF DOCUMENTS AND INTELLECTUAL PROPERTY

Except as otherwise provided in this Agreement, documents and reports prepared by Contractor as part of the Services shall become the sole and exclusive property of the City upon payment. However, Contractor shall have the unrestricted right to their use.

Contractor shall retain its rights in pre-existing and standard scripts, databases, computer software, and other proprietary property. Rights to intellectual property that is not specifically designed or created exclusively for the City in the performance of this Agreement shall also remain the property of Contractor.

ARTICLE 9. TERMINATION

This Agreement may be immediately terminated in the event of or under any of the following circumstances:

1. A receiver for Contractor's assets is appointed by a court of competent jurisdiction.
2. Contractor is divested of its rights, powers, and privileges under this Agreement by operation of law.
3. Contractor's failure to comply with any term, covenant or condition of this Agreement to be kept, performed and observed by it, and the failure of Contractor to remedy such failure within thirty (30) days from the date of written notice from City.
4. Contractor's violation of any applicable federal, state, or local law applicable to the Project and construction thereof or Services required by this Agreement.
5. If, prior to the receipt of any funding from City hereunder and upon giving thirty (30) days prior written notice, Company desires to terminate this Agreement.

Any such termination shall not relieve the vendor of any liability to the City for damages sustained by virtue of any breach by the vendor. The City will be under no further monetary obligation or commitment to the vendor. The City may terminate this contract at any time upon 30 days written notice to the vendor.

In the event of termination, the City may, at its option, exercise any remedy available to it, including the Uniform Commercial Code, according to Ohio law.

ARTICLE 10. STANDARD TERMS

A. DELAY IN PERFORMANCE

Neither the City nor Contractor shall be considered in default of this Agreement for delays in performance caused by circumstances beyond the reasonable control of the non-performing party. For purposes of this Agreement, such circumstances include, but are not limited to, abnormal weather conditions; floods; earthquakes; fire; epidemics; war, riots, and other civil disturbances; strikes, lockouts, work slowdowns, and other labor disturbances; sabotage; judicial restraint; and inability to procure permits, licenses, or authorizations from any local, state, or federal agency for any of the supplies, materials, accesses, or services required to be provided by either the City or Contractor under this Agreement, provided the aforementioned circumstances are not due to the negligence or fault of the asserting party or any of its agents, employees, contractors, sub-contractors and/or representatives.

Should such circumstances occur, the non-performing party shall, within a reasonable time of being prevented from performing, give written notice to the other party describing the circumstances preventing continued performance and the efforts being made to resume performance of this Agreement.

B. GOVERNING LAW AND VENUE

This Agreement shall be governed by and construed in accordance with the laws of the State of Ohio, without giving effect to the principles thereof relating to conflicts or choice of laws. Any arbitration, litigation or other legal matter regarding this Agreement or performance by either party must be brought in a court of competent jurisdiction in Montgomery County, Ohio.

C. COMMUNICATIONS

Any written communication or notice required or permitted by this Agreement shall be made in writing and shall be delivered personally, sent by express delivery, certified mail or first class U.S. mail, postage pre-paid to the address specified below:

Company Name: _____
Address: _____
City, State Zip Code _____
Attention: _____
Title: _____

Nothing contained in this Article shall be construed to restrict the transmission of routine communications between representatives of Contractor and the City.

D. EQUAL EMPLOYMENT OPPORTUNITY

Contractor shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, ancestry, national origin, place of birth, age, marital status, or handicap with respect to employment, upgrading, demotion, transfer, recruitment or recruitment advertising, lay-off, termination, rates of pay or other forms of compensation, or selection for training, including apprenticeship.

It is expressly agreed and understood that Section 35.14 of the Revised Code of General Ordinances of the City of Dayton constitutes a material condition of this Agreement as fully and as if specifically rewritten herein and that failure to comply therewith shall constitute a breach thereof entitling the City to terminate this Agreement at its option and may bar Contractor from receiving future City contracts.

E. WAIVER

A waiver by the City or Contractor of any breach of this Agreement shall be in writing. Such a waiver shall be effective only in the specific instance and for the specific purpose for which it is given and shall not affect the waiving party's rights with respect to any other or further breach.

F. SEVERABILITY

The invalidity, illegality, or unenforceability of any provision of this Agreement or the occurrence of any event rendering any portion or provision of this Agreement void shall in no way affect the validity or enforceability of any other portion or provision of this Agreement. Any void, unenforceable, invalid or illegal provision shall be deemed severed from this Agreement, and the balance of this Agreement shall be construed and enforced as if this Agreement did not contain the particular portion or provision.

G. INDEPENDENT CONTRACTOR

By executing this Agreement for professional services, Contractor acknowledges and agrees that it will be providing services to the City as an "independent contractor". As an independent contractor for the City, Contractor shall be prohibited from representing or allowing others to construe the parties' relationship in a manner inconsistent with this Article. Contractor shall have no authority to assume or create any obligation on behalf of, or in the name of the City, without the express prior written approval of a duly authorized representative of the City.

Contractor, its employees and any persons retained or hired by Contractor to perform the duties and responsibilities under this Agreement are not City employees, and therefore, such persons shall not be entitled to, nor will they make a claim for, any of the emoluments of employment with the City of Dayton. Further, Contractor shall be responsible to withhold and pay, or cause such agents, contractors and sub-contractors to withhold and pay, all applicable local, state and federal taxes. Contractor acknowledges its employees are not public employees for purposes of Ohio Public Employees Retirement System (“OPERS”) membership.

H. ASSIGNMENT

Contractor shall not assign any rights or duties under this Agreement without the prior written consent of the City. Unless otherwise stated in the written consent to an assignment, no assignment will release or discharge the assignor from any obligation under this Agreement. Nothing contained in this Article shall prevent Contractor from employing independent Contractors, associates, and subcontractors to assist in the performance of the Services.

I. THIRD PARTY RIGHTS

Except as expressly provided in this Agreement, nothing in this Agreement shall be construed to give any rights or benefits to anyone other than the City and Contractor.

J. AMENDMENT

The parties may mutually agree to amend this Agreement. However, no such amendment shall be effective unless it is reduced to a writing, which references this Agreement, executed by a duly authorized representative of each party and, if applicable or required, approved by the Commission of the City of Dayton, Ohio.

K. POLITICAL CONTRIBUTIONS

Contractor affirms and certifies that it complies with Ohio Revised Code § 3517.13 limiting political contributions.

L. INTEGRATION

This Agreement represents the entire and integrated agreement between the City and Contractor. This Agreement supersedes all prior and contemporaneous communications, representations, and agreements, whether oral or written, relating to the subject matter of this Agreement.

Exhibit I – Overview

RFP 17032S

TABLE OF CONTENTS

Instructions

Intentions

Areas of Consideration

Optional Areas of Consideration

Areas Not In Consideration

Current Digital Camera Systems to be Replaced

Applicable Police Environment & Facilities

- Facilities
- Current In-Vehicle Mobile Data Computers (MDC's)
- Types of Vehicles
- Vehicle Count by Location
- Event Statistics
- Retention Periods
- Types of Groups Requiring access to the DME System Content
- Types of Stops Categories

CURRENT TECHNICAL ENVIRONMENT & FACILITIES

- Information Technology Division (IT)
- Information Technology (IT) Shop Standards
- Network Environment

RFP RESPONSE GUIDELINES AND REQUIREMENTS

GENERAL

TECHNICAL & ARCHITECTURAL

- From a general standpoint
- In-Car Hardware/Software
- Back-End System Server/Hardware/Software
- Active Storage Considerations
- Backup / Disaster Recovery
- Networking
- Time Reference
- Documentation
- DME Content Collection/Consolidation Methodology
- Safety & Security

SERVICES

- Project Management – One-Time for Deployment
- Initial In-Car Installation/Deployment
- Back-End System Installation/Deployment
- Initial Training – In-Car User, Back-End User, System Administration
- Warranty
- Post-Installation Support and Maintenance

Services Optional

- Removal of Old Video/Audio Equipment, Mounting Hardware, and Cabling
- Removal of Old Wi-Fi Access Points & Antennas

Feature / Functionality / Specification Must Have's / Desires**City Constraints****Vendor Offerings Outside of RFP Guidelines and Requirements****Selection Criteria**

Instructions – RFP 17032-S

The following are instructions to follow in response to the City of Dayton's RFP 17032-S and Vendor's proposed Digital Multimedia Evidence (DME) system products and services solution:

1. Please first review and understand **Exhibit-I** which is an overview of the City's in-car and back-end DME system project. This document provides background information to assist vendors in responding to this RFP.
2. Review **Exhibit-IV** regarding the basic design Dayton for the project. Note this drawing depicts back-end DME system options for in-house versus cloud-based deployments.
3. Review **Exhibit-V** regarding Dayton's existing network topology and how a proposed DME system would have to operate within its constraints.
4. Review **Exhibit-VI** for map boundaries and views of Police facilities. More detailed photos of parking lot areas where Wi-Fi needs to be upgraded will be made available to vendors wishing to respond to this RFP.
5. Respond to informational topics and questions requested in **Exhibit-II**:
 - a. In the Section cells showing "N/A" this means Not Applicable and no response is needed in that cell or block. Generally some answer to a question or other information is being requested in the cell to the right. Leave the "N/A" in place.
 - b. In the Section cells showing "Yes/No" decide which answer applies to your proposed product or service for that section number and leave either a Yes or No in the cell. Depending upon your answer for a given section number there may be some additional information request or a question asked to which Vendor should respond.
 - c. In the "Additional Details / Vendor Response" cells respond appropriately where indicated and keep the responses brief. Where you feel it necessary to expand on a particular topic please indicate "See Attached" and mark your attached document at the top using the Section row number that the attachment references.
 - d. You are required to return Exhibit-II electronically on a CD-ROM or thumb drive using the same version of Word originally sent out with the RFP. You will also be required to send a certain number of paper copies (specified elsewhere in this RFP by Purchasing).
6. Respond to **Exhibit-III** regarding pricing of your proposed products and services:
 - a. Vendors must provide pricing for the following:
 - In-Car DME Solution and Related Services
 - Back-End DME Application, Database Solution & Related Services
 - Storage Solution and Related Services
 - Wi-Fi Networking Solution and Related Services
 - Warranty Coverage Costs for 5 Years
 - Support & Maintenance Coverage (if separate from warranty) for 5 Years
 - b. Important: The pricing you specify in Exhibit-III must be the same vendor/product/model number or service/software name specified, and where you have provided responses of same, in Exhibit-II. To help in this regard Section numbers between **Exhibit-II** and **Exhibit-III** are cross-referenced.

c. Vendors may optionally propose and provide pricing for the following:

- Backup / Disaster Recovery Solution for DME System & Related Services
- Services to Remove Existing Equipment From Vehicles
- Services to Remove Existing Wi-Fi Access Points & Antennas
- Interview Room Solution for Three (3) Rooms
- Mobile 4-Port Ruggedized Ethernet Network Switch
- Cellular Network Router / Wi-Fi / Antenna In-Car Solution

Attach a separate detailed proposal including detailed pricing for each of these optional areas you wish to propose. Mark each optional proposal at the top using the appropriate Section numbers referenced in **Exhibit-II** (MS Word):

- In-House / On-Premises Backup / Disaster Recovery Solution - Exhibit-II Section C-6.2.11
- Cloud-Based / Off-Premises Backup / Disaster Recovery Solution - Exhibit-II Section C-6.3.8
- Services to Remove Existing In-Car Equipment From Vehicles – Exhibit-II Section E-3.3
- Services to Remove Existing Wi-Fi Access Points & Antennas – Exhibit-II Section E-7.3
- Interview Room Solution for Three (3) Rooms - Exhibit-II Section J-1.2
- Mobile 4-Port Ruggedized Ethernet Network Switch - Exhibit-III Section J-1.4
- Cellular Network Router / Wi-Fi / Antenna In-Car Solution - Exhibit-II Section J-1.5

Summarize your detailed pricing from these optional areas you wish to propose and place the consolidated pricing in **Exhibit-III** (MS Excel spreadsheet):

- In-House / On-Premises Backup / Disaster Recovery Solution - Exhibit-III Section C-6.2.11
- Cloud-Based / Off-Premises Backup / Disaster Recovery Solution - Exhibit-III Section C-6.3.8
- Services to Remove Existing In-Car Equipment From Vehicles – Exhibit-III Section E-3.3
- Services to Remove Existing Wi-Fi Access Points & Antennas – Exhibit-III Section E-7.3
- Interview Room Solution for Three (3) Rooms – Exhibit-III Section J-1.2
- Mobile 4-Port Ruggedized Ethernet Network Switch - Exhibit-III Section J-1.4
- Cellular Network Router / Wi-Fi / Antenna In-Car Solution - Exhibit-III Section J-1.5

- d. Vendors are required to return **Exhibit-III** electronically on a CD-ROM / DVD / thumb drive using the same version of Microsoft Excel originally sent out with the RFP. You will also be required to send a certain number of paper copies (specified elsewhere in this RFP by Purchasing).
- e. Attachments can be paper-based; however electronic versions of your attachments are preferred. If providing additional documents electronically please submit as PDF's so they can be readily opened and reviewed.
- f. Throughout the RFP Exhibit-II you are explicitly asked to attach additional information. Please provide the attachments where requested. Note that brochures, technical drawings, or feature narratives of proposed solution, and other supporting documentation will be helpful to the City when reviewing your response.

Exhibit I

Mobile Video Recording System RFP Overview

The City of Dayton is interested in a state of the art in-car Digital Multimedia Evidence (DME) solution along with leading edge technology methods for active content storage & management, subsequent processing/publishing of content, and a backup process for handling disaster recovery of active content and operations.

Exhibit II is where vendors respond to detailed information and questions regarding their proposed products, services, and overall solution to the RFP.

Exhibit III is where vendors respond to pricing for their proposed proposed products, services, and overall solution.

In order to assist vendors in responding to Exhibit II & Exhibit III the following sections describe the City's intentions, current environment, and provides general guideline and requirements vendors must take into consideration in their proposal.

INTENTIONS

The City of Dayton Police Department plans to replace its existing Digital Multimedia Evidence (DME) recording systems in the department's fleet. The plan is to replace the current DME camera system in departmental vehicles with a newer DME system. The current in-car camera system is also used to support 3 office-based interview room setups. This is also planned for replacement.

Our primary intentions for the DME replacement system are to provide:

- Enhancements to officer safety
- Indisputable video and audio recording of all vehicle related encounters involving officers and citizens,
- An enhanced and accurate method for the prosecution of DUI, drug interdiction, traffic violations, other related offenses, and method of dealing with crash scenes,
- A method for reducing time-consuming court appearances and support during an officer's testimony,
- Improvement of community and media perceptions,
- Improvement in the department's personnel level of professionalism and act as a training tool (new recruit and in-service training)
- Reduction in the department's liability and any improper conduct complaints against officers,
- Incident review simplification, when writing up reports, along with a record for future reference where needed.
- An expedient method to retrieve and distribute content for public records requests.

AREAS OF CONSIDERATION

The following are the main areas of consideration for this RFP. These are the main groups of equipment, software, and services vendors are required to quote on (see Exhibit II for the various details):

- In-Car DME Systems/Software:
 - Cameras

- Microphones (fixed in-car & body-worn)
 - Console Control / Controller / System
 - DVR Unit
 - Monitor – for Viewing / Playback
- Back End DME System/Software (may be Cloud-Based or In-House):
 - Application Solution
 - Data Base Solution
 - Storage System Solution for Active Content
- Wireless Networking Solution Between Vehicles & City Wired Network:
 - Method To Automatically Transfer DME Content Wirelessly
 - Wi-Fi Access Points and Antennas at Designated Police Facilities
- Services:
 - Project Management (one-time for deployment)
 - Initial In-Car System Rollout
 - Initial Training – In-Car User, Back-End User, System Administration
 - Back-End System Deployment
 - Warranty
 - Post-Installation Support And Maintenance
- Optional Products & Services

In-House System Considerations For Back-End DME Equipment

If an in-house back-end DME solution is proposed where the application, database, and storage with related equipment are located and managed internally at the City IT data center the following applies:

- THE CITY’S PREFERENCE IS FOR DELL SERVER AND NETWORK ATTACHED STORAGE EQUIPMENT. OTHER MANUFACTURER EQUIPMENT WILL ALSO BE ENTERTAINED.
- THE CITY’S PREFERENCE IS FOR A TURNKEY SOLUTION. THIS MEANS THE VENDOR IS TO SPEC OUT AND PROVIDE THE APPROPRIATE BACK-END EQUIPMENT IN A READY-TO-GO STATE PRIOR TO DELIVERY TO THE CITY. THIS INCLUDES PROVIDING THE NECESSARY OPERATING SYSTEMS AND SETUP WITH APPLICABLE CONFIGURATIONS. THIS ALSO INCLUDES THE PRE-STAGING OF THE APPLICATIONS, DATABASE, AND STORAGE CONFIGURATION ON THE PROPOSED EQUIPMENT.
- THE CITY’S PREFERENCE IS FOR THE VENDOR TO HANDLE MAINTENANCE FOR THE BACK-END EQUIPMENT UNDER MANUFACTURER WARRANTY ASSIGNED TO THE VENDOR.
- THE CITY’S DATABASE PREFERENCE IS FOR MICROSOFT SQL SERVER. OTHER VENDOR DATABASE ENGINES OPTIMIZED FOR VIDEO PROCESSING WILL ALSO BE ENTERTAINED.

Cloud-Based System Considerations For Back End DME

If a cloud-based back-end DME solution is proposed where the application, database, and storage functions are located and managed externally from the City of Dayton facilities:

- SERVER EQUIPMENT DETAILS ARE NOT NEEDED.
- THE SOLUTION MUST DESCRIBE THE APPLICATION, DATABASE, AND STORAGE FUNCTIONS REQUIRED FOR OPERATIONS.
- PERFORMANCE MUST BE ADEQUATE USING THE CENTRALIZED IT INTERNET CONNECTION FOR BOTH CONTENT UPLOAD, MANAGEMENT, AND VIEWING OF DME CONTENT.
- MUST EFFICIENTLY HANDLE PUBLIC RECORDS REQUESTS WITH ADEQUATE BANDWIDTH AVAILABILITY ON THE CSP SIDE DIRECTLY WITH THIRD PARTY REQUESTER LOCATIONS.

- BACKUP METHOD AND DISASTER RECOVERY METHODOLOGY MUST BE DETAILED.

Client Workstation Considerations

It is expected office PC workstations will be used for system administration, retrieval, viewing, and managing content distribution to third parties of DME Content. The following applies:

- BROWSER-BASED APPLICATION PREFERRED OVER CLIENT/SERVER IMPLEMENTATION
- WHEN BROWSER-BASED, PREFERENCE IS FOR MULTIPLE BROWSER SUPPORT
- WHEN BROWSER-BASED, PREFERENCE JAVA NOT BE REQUIRED TO FUNCTION
- MUST SUPPORT WINDOWS 7 PRO 64-BIT CURRENTLY IN USE
- MUST SUPPORT WINDOWS 10 WITHIN 6 MONTHS OF INTIAL DEPLOYMENT

Optional Areas of Consideration

The following are optional product and service areas of consideration the City has interest in. Vendors may, at their discretion, propose solutions in these areas. However, the City reserves the right to decide on, handle the purchase of, and deployment of, these services or technologies outside of this RFP and not accept vendor proposal in any or all of these areas:

- Backup/Disaster Recovery Solution for Active Content & Back-End Systems
- Interview Room Systems/Software
 - Camera (City may supply)
 - Microphone (City may supply)
 - Monitor (City may supply)
 - Console Control / DVR Unit (required)
- In-Car Cellular / Wi-Fi Network Router
 - Multiple Carrier Capable
 - Newer Wi-Fi Capabilities (AC)
- Removal of Old In-Car Video/Audio Equipment, Mounting Hardware, and Cabling
- Removal of Old Access Points, Mounting Hardware, and Antennas

Regardless of whether the optional vendor solution for backup/disaster recovery technology is chosen or is handled by City it must ultimately be compatible with and function seamlessly with the selected vendor's proposed in-car and back-end solution.

Vendor proposed solutions must be compatible with and function with solutions the city implements in these areas and IT shop technical environment described herein.

AREAS NOT IN CONSIDERATION

The following are systems, equipment, labor, and software City plans to provide, as needed, outside of the selected vendor's proposal. Vendors are expected to provide, where requested, specifications for the following but not quote on nor supply the actual equipment, software, services, services, or systems noted.

- Network Equipment, Wiring, or Distribution Panels (any land-based/non-wireless components)
- Electrical and HVAC Work in City Facilities
- Server Rack Equipment (if in-house server & storage solution)
- Any Communications Contracts with Carriers (such as broadband)
- Software Licenses:

- Server Operating System Licenses (unless bundled into solution)
- Database Licenses (unless bundled into solution)
- Desktop Operating System Licenses
- Any Security Systems or Firewalls Needed to Secure the Wi-Fi Access Point Environment Between Police Vehicles and City Networks.
- Installation and Maintenance of Security Software: Anti-Virus / Firewalls
- License Plate Reader (LPR) System/Function (solution is already in place)
- Transfer of Existing Digital Video/Audio Content to New System (not planned)
- Wireless Access Point Centralized Management is Not Needed
- Body Worn Camera Solution At This Time.
- Live Video Streaming From Vehicles is Optional and Not a Priority. Cellular Data is Expensive When Used To Transfer Video. Can Be Useful in Certain Circumstances.
- Any Office Workstation Equipment Used for Viewing and/or Managing DME Content or System
- Any Vehicle Fleet MDC/Computers.
- Any Required Time Sync Equipment.

CURRENT DIGITAL CAMERA SYSTEM TO BE REPLACED

The following is information on the currently deployed analog video/audio system to be replaced:

- L3 Flashback 2 In-Car DVR Systems
- Originally Installed in 120 Total Vehicles
- 32 Wi-Fi Access Points & Antennas at 5 locations
- Officers Trained & Experienced on system = 220
- In-Car Components & Back-End In-House / On-Premises Systems purchased beginning in 2012 (5.5 years old)
- Current retention period is 45 days with additional retention for selected categories (field interviews, administrative investigations, other)
- Maintained by Combination of DPD Staff & Third Party Vendors
- Interview Rooms Installed = 3 (uses same DVR as in vehicles; same location)

Applicable Police Environment & Facilities

The following lists police facilities and the applicable environment related to the DME project:

- Facilities:
 - Headquarters - (Safety Building)
 - 335 W. Second Street
 - Four District Facilities (where vehicles are located/manned):
 - Central Patrol Operations Division: 248 Salem Avenue
 - East Patrol Operations Division – North: 417 E. Helena Street
 - East Patrol Operations Division – South: 2721 Wayne Avenue
 - West Patrol Operations: 951 Washington Street
 - Other (applicable to the DME project):
 - Fleet Garage: Ottawa Yards (city vehicle maintenance facility)
 - Internal Affairs: 371 W. Second Street
 - Other Police Locations (not applicable to the DME project):
 - Regional Dispatch Center: Miamisburg, Ohio
 - Dayton Police Academy: 3237 Guthrie Road
 - Airport Police: Dayton International Airport, Vandalia, Ohio
 - Montgomery County Jail: 330 W. Second Street

- Current In-Vehicle Mobile Data Computers (MDC's):
 - Console Mounted Getac B300 Laptop MDC's (approx 120 units)
 - Docking Station
 - 802-11b/g Wi-Fi adapters in MDC's
 - Operating System is Windows 7 Pro.
 - Key Applications: Motorola PremierOne for Computer Aided Dispatch data function using Verizon cellular data plan.
 - License Plate Reader application from ELSAG Remington runs in 7 cruisers
 - Communications: Verizon cellular using Sierra GX-440 gateways.

- Types of Vehicles:

The following lists vehicles requiring the new DME system. Listed vehicles are in current fleet or on order. Future vehicle purchases are expected to be Ford Interceptor Utility vehicles.

TYPE VEHICLE	COUNT	MAKE / MODEL	AGE RANGE
Cruisers	52	Ford Crown Victoria	2005 thru 2011
Cruisers	74	Ford Interceptor Utility	2014 thru 2018
Cruisers	10	Ford Interceptor Sedan	2013
Vans	2	Freightliner Sprinter	2012

- Vehicle Count by Location:

The following lists vehicle count by location (estimate where file transfers will occur):

FACILITY	STREET ADDRESS	SHIFTS	CRUISER COUNT	OTHER VEHICLES
Central POD	248 Salem Avenue	3	21	
East POD - North	417 E. Helena Street	2	28	
East POD - South	2721 Wayne Avenue	2	20	1
West POD	951 Washington Street	4	45	1
Safety Building	335 W. Third Street	0	1	

Notes: POD – Patrol Operations Division

Except for unusual circumstances, shifts are 10 hours long. Typical shift times are: 7:00am to 5:00pm, 2:00pm to 12:00am, 5:00pm to 3:00am, and 9:00pm to 7:00am. Reliefs (shifts) do overlap. West POD starts ½ hour earlier. CPOD does not have a fourth relief.

Following event categories based upon year statistics ending 12/31/16 where recording is required:

- Traffic Stops & Self-Initiated Miscellaneous Traffic Dispatch (estimated):

The following lists Yearly Totals and Maximum Day Traffic Stop Counts:

DIVISION	MAX PER DAY	TOTAL YR RELIEF 1	TOTAL YR RELIEF 2	TOTAL YR RELIEF 3	TOTAL YR RELIEF 4
CPOD	65	2040	446	1004	N/A
EPOD	44	1993	185	1331	1395
WPOD	76	1005	764	2153	1550
Other*	25	40	193	470	673

*Overtime crews and special assignments

- Field Interviews – Field interviews and other contacts with pedestrians (estimated):

The following lists Yearly Totals and Daily Max Field Interview Counts:

DIVISION	MAX PER DAY	TOTAL YR RELIEF 1	TOTAL YR RELIEF 2	TOTAL YR RELIEF 3	TOTAL YR RELIEF 4
CPOD	13	399	289	20	N/A
EPOD	17	435	141	457	376
WPOD	14	201	280	672	283
Other*	2	8	31	7	31

- DUI / Sobriety Stops (estimate):

The following lists Average / Maximum Day DUI / Sobriety Stop Counts Per Day:

DIVISION	MAX PER DAY	TOTAL YR RELIEF 1	TOTAL YR RELIEF 2	TOTAL YR RELIEF 3	TOTAL YR RELIEF 4
CPOD	1	2	0	0	N/A
EPOD	2	26	10	10	11
WPOD	2	10	9	3	4

- Arrests / Prisoner Transports (estimate):

The following lists Average / Maximum Day DUI / Sobriety Stop Counts Per Day:

DIVISION	MAX PER DAY	TOTAL YR RELIEF 1	TOTAL YR RELIEF 2	TOTAL YR RELIEF 3	TOTAL YR RELIEF 4
CPOD	15	509	471	169	N/A
EPOD	27	1009	669	1645	1301
WPOD	33	1043	1168	1900	1150
Other*	11	125	560	185	181

- Priority 1 and 2 Calls (estimate):

The following lists Yearly Totals & One Day Max Priority 1 & 2 Dispatch Counts:

DIVISION	MAX PER DAY	TOTAL YR RELIEF 1	TOTAL YR RELIEF 2	TOTAL YR RELIEF 3	TOTAL YR RELIEF 4
CPOD	10	265	558	39	N/A
EPOD	36	1274	2192	1681	1371
WPOD	35	1489	2500	2387	1217
Other*	3	37	42	39	50

Note: Priority 1 & 2 calls result in an emergency (lights and siren) run that must be recorded by officer.

- Pursuits (yearly estimate):
The following lists Average Pursuit Counts Per Day:

DIVISION	MAX PER DAY	TOTAL YR RELIEF 1	TOTAL YR RELIEF 2	TOTAL YR RELIEF 3	TOTAL YR RELIEF 4
CPOD	2	21	26	5	N/A
EPOD	4	58	49	94	54
WPOD	5	70	65	111	65
Other*	3	13	68	8	11
Total:		162	208	218	130

- Officer Discretionary (yearly estimate):
No statistics available. Officer operation should include functional check of equipment at start of each shift. Officers have discretion to record any incident or situation which they feel would be prudent or necessary. Allowance for a reasonable amount of recording time and storage should be allocated for this and other purposes.
- Vehicles Sit An Average of 20 Minutes Per Shift Change.
- Content to Be Captured: Triggered and Discretionary Events

Retention Periods:

- Standard Retention Period: Traffic Stops = 45 days
Field Interviews = 45 days
DUI/Sobriety Stops = 45 days
Emergency Runs = 45 days
Pursuits = 45 days
Officer Discretionary = 45
- Investigative Retention: All = Indefinite

Current Technical Environment & Facilities

The following describes the City of Dayton's general technical environment.

- Information Technology Division (IT) - 130 W. Second Street Suite 320:
 - Main location for application servers, databases, storage and backup
 - Fiber and T-1 WAN consolidation point with centralized Internet access
 - Primarily a Microsoft shop – some Linux
 - IT Handles All HVAC, Power, UPS, and Physical Security Needs in Data Center

- Information Technology (IT) Shop Standards:
 - The majority of server equipment deployed is from Dell
 - IT provides a centralized server farm architecture
 - Printing:
 - Mixture of Xerox and HP network printers
 - General application printing done through central print server spooling
 - Systems / Databases:
 - Microsoft SQL Server, Oracle, Progress, Others
 - Microsoft Exchange
 - Microsoft Domain/Active Directory
 - NAS Storage Using Dell EqualLogic
 - Microsoft IAS Radius Authentication
 - Most City systems run under VMWare
 - Police maintains a separate VMWare environment
 - Current Backup System
 - Commvault over the network tape backup (with off site backup tape storage)
 - Security
 - Check Point Firewalls / Web Barracuda / MS Security Essentials

- Network Environment:
 - Exclusively Avaya Ethernet Switch/Routing Equipment
 - Gigabit Ethernet Core Fiber Backbone Between Located in Certain Buildings:
 - Police Headquarters / Safety Building: 335 W. Second Street
 - Central Patrol Operations Division: 248 Salem Avenue
 - East Patrol Operations Division – North: 417 E. Helena Street
 - East Patrol Operations Division – South: 2721 Wayne Avenue
 - West Patrol Operations: 951 Washington Street
 - Fleet Garage (vehicle repair): Ottawa Yards
 - SID (Special Investigations Division): 365 E. Monument Ave
 - Information Technology (IT) Facility: 130 W. Second St.
 - Avaya Switch 10/100 Mbps to the desktop (building switches)
 - AT&T WAN (T-1's) Between Certain Other City Facilities.
 - Wireless:
 - There is minimal user Wi-Fi in place at City facilities although there are plans for a centralized managed solution for that purpose.
 - For DME purposes a separate and secure Wi-Fi solution must be deployed strictly for content uploading from fleet vehicles.
 - Dedicated network switches with POE are currently available to use with new Wi-Fi access points proposed at the designated upload facilities.
 - There is cellular wireless in place only for data for the Police fleet using NetMotion and VPN tunneling. Verizon currently is City's cellular carrier. Cellular data is mainly used for the in-car Computer Aided Dispatch (CAD) function.
 - City's Internet connection is centralized at the IT facility. It currently supports 150Mbps for entire City organization. This speed may not be easily expandable in the near term.

RFP RESPONSE GUIDELINES & REQUIREMENTS

GENERAL

The following are general guidelines and requirements:

- All proposed equipment shall be new, unused, first quality in its technology, and state of the art.
- All proposed equipment shall be completely packaged in the original packaging upon delivery.
- The equipment and systems offered will be in full commercial production. No “Brand New” or prototype models will be considered. Products proposed by vendors must be generally available for sale, delivered, and in production by customers for at least 3 months or a reasonable period of time. When requested, proof of current sales and delivery of the specified equipment shall be provided, in writing, referencing current customers with contacts and phone numbers for verification.
- Quantities to purchase are estimates and are not binding or absolute.
- **Exhibit II** of this RFP allows vendors the opportunity to provide detailed information about their DME solution components. Your responses in **Exhibit II** will be used by the City to determine the extent to which your proposed offering meets the guidelines and requirements outlined in this **Exhibit I**.
- It is acceptable for vendors to propose an in-house solution, a cloud-based one, or both as separate proposals for the back-end function.
- It is acceptable for vendors to offer an overall solution based upon a service agreement. Such an approach may include provision for in-car equipment along with the back-end solution as part of the agreement. See Section H in Exhibit II.
- Vendors are encouraged to provide separate supporting material (brochures, drawings, feature narratives, etc.) as part of completing Exhibit II. Use the Section numbers in **Exhibit II** to reference any supporting material included.

TECHNICAL & ARCHITECTURAL

The following are general technical and architectural guidelines and requirements for vendors to consider in their response:

- City requires an easy to use / manage, highly reliable, dual camera system (front facing and rear seat), having digital DVR capture/playback, audio capture/playback, GPS recording functionality, a robust and reliable method for file transfer from the vehicles, with industry state of the art features and functionality.
- DME Content Collection/Consolidation Methodology:
 - The City currently has a distributed method for collection of Digital Multimedia Evidence (DME) content as pulled from our mobile fleet. This method was primarily driven by bandwidth constraints and network reliability concerns between Police district facilities and our centralized IT server facility. A subsequent fiber build-out has made the distributed, store and forward, method unnecessary. Going forward cruisers must still be able to upload their DME content unimpeded either directly to the IT central data center or to a cloud-based service over the Internet via the IT central data center. See Exhibit IV regarding the design options City envisions for this project.

- DME content today is transferred, typically during shift changes (although at any time), from vehicles wirelessly (Wi-Fi) at their designated parking facilities.
 - Any vehicle in the fleet must be able to upload DME content to any of the designated upload facilities crews may drive to.
 - The normal management and processing/publishing of DME content is to be handled by Windows workstation sessions connected with the centralized system whether at the IT centralized data center or as part of a cloud-based solution.
 - DME content transfer from vehicles to local facility transfer points wirelessly is the required method. However vendors should explain the available options of hand carrying the media into the facility for transfer in cases where the wireless function between vehicles and the local facility becomes temporarily inoperable. This will also be important in cases where the vehicle is inoperable and has been towed to an off-line lot.
- In-Car Hardware/Software:
 - **Important:** The in-car DME system in the vehicles proposed must be a freestanding one that operates independently of the current MDC's deployed in City of Dayton departmental vehicles or future MDC's. This independence includes any file transfer method out of the vehicle such as wireless transfer, display monitor, operational controls and ability to update firmware, configurations, and operating system. This independence includes GPS and Wi-Fi functions.
 - Provision for console, DVR, monitor, video cameras, microphone/transceiver, GPS, application software, audio system, power supply, wireless adapter
 - Provision for mounting hardware, wiring, antennas
 - Provision for triggering inputs & sensors/switches
 - Vendors with adjunct MDC interfaces (functional emulation) compatible with City of Dayton's current MDC equipment may propose solutions to run their in-car monitor and functions on currently deployed MDC's as an additional, but not required, capability for users.
 - In-Car components fully integrated with vendor's back-end server system.
 - Preference is for newer operating system in the DVR unit with ease of updating including firmware.
 - Ability to update the in-car equipment via the network.
 - Provision for handling multiple antenna types (GPS/Wi-Fi) in one mount / enclosure.
 - Back-End Server Hardware/Software: (when vendor proposes in-house / on-premises system):
 - Vendor back-end in-house / on premises server solutions must run on equipment spec'd out, purchased and configured by vendor and delivered as a turnkey system to the City.
 - Preference is for the most current Windows Server operating system; other operating systems types will be considered.
 - Preference is for Windows SQL Server database; other database types will be considered.
 - Any application server or database server must run in a free-standing, self-contained set up where there will be no sharing of IT resources except for networking. Preference is also to avoid using Police VMWare resources for DME servers.
 - Workstation Hardware/Software:
 - Vendor solutions requiring use of workstations must run on Dell workstations/laptops spec'd out and provided through the City of Dayton IT department.
 - Currently deployed workstations are Windows 7 Pro 64-bit.
 - The City plans to migrate to Windows 10 within 6 months of the DME system deployment.
 - City workstations will have built-in DVD burners in cases where DME content is needed to be copied externally from the system. This process is expected to be easily done.

- Storage Hardware: (when vendor proposes in-house solution)
 - Vendor back-end in-house / on premises storage solutions must run on equipment spec'd out, purchased and configured by vendor and delivered as a turnkey system to the City.
 - Preference is for Dell EquiLogic Storage Systems; other manufacturer storage systems will be considered.
 - Vendor is to include in storage proposal two (2) redundant network switches to attach storage array to the network.
 - Appropriate RAID level must be configured for reliability.
 - Sizing of storage must be based upon:
 - Events Statistics – see earlier Even Statistics section
 - Retention Periods – see earlier Retention Periods section
 - A reasonable cushion of expansion space must be built in
 - Still photo content
 - Sizing should include both 720p to 1080p video quality
 - Active Storage Vs. Archival Storage.
 - There is no desire to retain archival (all historically captured) content. Only current active content under the retention policy is needed to be retained day to day plus any content flagged for investigative purposes either long term or permanently.

- Backup
 - Currently City performs system and database backups using Commvault. This is an over-the-network tape-based backup system with a tape robotics unit. It is currently only licensed for up to 14TB.
 - City has a contract to store the Commvault backup tapes off site.
 - This methodology might work for backing up the active DME content planned. However, the estimated size of the DME data set is substantially larger than what the backup system currently is licensed for. Current capacity and additional license costs will be an issue.
 - Another concern is whether to avoid using a tape backup solution since the recovery time most likely will be unacceptably long.
 - City is interested in vendor proposals for a separate, dedicated backup system for just DME active content and any application / database servers. City needs data to be quickly recovered along with operations.
 - Vendors are open to propose most any viable solution but City is primarily interested in disk based solutions. Note it is unlikely at this time the City would entertain disk replication across separate City facilities for backup.
 - Vendor should explain their design of how backup and disaster recovery would integrate with vendor's proposed DME solution.

- Networking
 - See **Exhibit V** regarding the City's basic network topology as it applies to this project.
 - There will be heavy reliance on the existing City fiber network to handle DME content uploading from each parking facility to either the central repository at the IT facility downtown Dayton or with an external cloud-based solution over the Internet. The gigabit Ethernet connections, between most facilities, need to be able to support the desired upload architecture. Network traffic cannot adversely affect the normal daily operations of the police facilities participating in the DME function.
 - Wi-Fi solution equipment at Police locations is intended to be dedicated to the DME solution. The Wi-Fi solution must be secure in relation to the City's internal networks.
 - Proposing older 2.4Mhz Wi-Fi technology is unacceptable.
 - City's Centralized IT Currently Provides a 150Mbps Internet Connection for the Entire City Organization Including Police.

- Time Reference:
 - City would like to understand how the vendor envisions vehicle DME equipment will be kept in time sync.
- Documentation – Use **Exhibit II** to Indicate What Documentation is Provided:
 - In-Car System Installation & Operations
 - Back-End System Administration
 - Back-End User/Publisher Operations
 - Is Documentation Standard Manuals or Customized?
 - Is Documentation Available Directly From Manufacturer?
- Types of Groups Requiring access to the DME System Content:
 - Officers
 - Sergeants / Supervisors
 - Detectives
 - Chief’s Office/Command Staff
 - Administrators
 - Third Parties Such As Prosecutors / Public Defenders
 - Internal Affairs
 - DPD Public Affairs for Content Release
- Address Safety & Security Issues
 - For Physical Devices In Vehicles
 - Standards Adhered To
 - Other Security Methods Employed

SERVICES

The following are general descriptions of the services required to be addressed by vendors and quoted on:

- Project Management
 - City expects the selected vendor to manage the deployment of their proposed solution. This is for existing vehicles and any new ones slated for active operations at the time of deployment. In response to this RFP vendors shall describe their project management methodology, recommendations, and associated pricing for system deployment.
 - The selected vendor shall be expected to manage the initial aspects of rolling out the (1) in-car systems, (2) back-end systems including storage, (3) Wi-Fi access points and (4) initial training. Pricing should be broken out for each area including managing optional services such as removal of old equipment and any proposed optional backup/disaster recovery solution.
 - City may provide its own Project Manager/Coordinator to handle project activities with vendor.
- Initial In-Car Installation
 - The City of Dayton is interested in a quotation by vendors for the initial installation of the in-car equipment replacing the current digital video/audio system. Vendor installers must be trained, certified, and experienced on the specific vendor model numbers of equipment proposed. Installers must be employees of the vendor or authorized installers.
 - Vendors may work with a third party authorized installation company to provide these services as a subcontractor to the vendor. You must advise City in your response of the subcontractor you will assign to our project.
 - The quote for in-car equipment and software installation must be broken out in the following areas:

- The proposed in-car DME equipment and software:
 - ❖ In-Car Console/Controller/Monitor/DVR
 - ❖ Cameras
 - ❖ Audio Transceivers/Microphones
 - ❖ Audio Subsystem (if required and/or provided)
 - ❖ Impact Sensors
 - ❖ Event Triggers
 - ❖ GPS
 - ❖ Power Supply / UPS (if required and/or provided)
 - ❖ Mounting Hardware/Cabling
 - ❖ Wi-Fi Adapter Solution In-Car
 - ❖ Operating System & Application Installed and Functional
 - Optional live video streaming equipment / cabling
- Back-End System Installation / Deployment:
 - The City of Dayton is interested in a quotation by vendors to install and make operational either of the following required back-end systems:
 - The DME system server(s) at City's centralized IT
 - OR -
 - A cloud-based DME system accessible via the Internet
 - Note if an in-house solution is proposed the back-end DME installation work must be done in conjunction with vendor's proposed storage system, and wireless solutions. Pricing for applicable vendor installation services for a backup / disaster recovery system optionally proposed should be in a separate proposal and consolidated in the **Exhibit III** spreadsheet.
- Initial Training:

The City of Dayton is interested in a quotation by vendors for the following 5 areas of initial, one-time training:

- In-Car Functions - End-User/Officers/Supervisors (approx 220)
- Post-capture DME Management (various police units, prosecutors, etc.):
 - Case File Creation
 - Searching for Tagged Evidence
 - Distribution
 - Outputting of Videos
 - Content searching
 - Other as appropriate
- Alternative Train the Trainer (City to handle end-user and DME management training)
- System Administrator Training (back-end systems administration)

- Train third party installers on how to service equipment (new installs, move gear, replace gear, etc.)
- Warranty:
 - Vendors are required to describe the warranties for each piece of vendor supplied equipment and systems application software being proposed.
 - The City is interested in a minimum 5 year warranty period.
 - Indicate any differences from what warranty (usually hardware) covers vs. what a support & maintenance agreement covers (usually software & assistance with the functioning of the system).
- Post-Installation Support and Maintenance
 - Vendors are required to describe post-installation support and maintenance plans for its in-car DME system and back-end DME solution as proposed and that would go into effect during the warranty period. These plans should specify support and maintenance for both hardware and software components.
 - The City is interested for support & maintenance coverage for a minimum 5 year period.
- Wireless Network Installation:
 - The City of Dayton is interested in a proposal by vendors to design, install and make operational an appropriate wireless network at the designated police facilities. This service quote is to be associated with vendor's proposed wireless network equipment. Vendors are to describe any third party relationships or partnerships that will be providing the wireless portion of the proposed implementation.
 - The design shall be appropriate for fast and reliable uploading of DME content from the vehicles given specifications outlined in this RFP. The quotation for services must be broken out in the following areas:
 - Installation of wireless access point equipment including external mounts & antennas in each of the designated facilities. Note: The City will be responsible to re-use existing copper network cabling and POE power to the installed access points.
 - Provision & installation of basic software to manage the access points.
 - Vendors will not have an up-front opportunity to perform a detailed wireless site survey at the various Police outdoor facilities prior to submission of this RFP. You are to propose estimated costs for site survey work in order to get the job done.
 - Based upon subsequent detailed site surveys, once a vendor is selected, the exact number of access points needed shall be ascertained, purchased, and deployed.
 - For the access point portion of the proposal note you are concerned with only implementation of access points and antennas to be used at Police facility parking lots areas. Antennas proposed should be directional and mounted outside.
 - A wireless solution proposal is to be a separate proposal where vendor's pricing should be consolidated in the **Exhibit III** spreadsheet.
 - The City currently has a Wi-Fi 802.11 "A" solution provided by the incumbent vendor.

- Storage System Services:
 - This is to be a separate proposal where Vendor’s pricing should be consolidated in the **Exhibit III** spreadsheet.
 - Vendors should address services as part of their storage proposal.

- Backup/Disaster Recovery System Services (optional services for vendors):
 - This is to be a separate proposal where Vendor’s pricing should be consolidated in the **Exhibit III** spreadsheet.
 - Vendors should address services as part of their backup / disaster recovery proposal.

OPTIONAL PRODUCTS AND SERVICES

The following are general descriptions of optional products and services vendors may propose and quote on:

- Removal of Old Video/Audio Equipment, Mounting Hardware, and Cabling
 - The City of Dayton is interested in a proposal by vendors for removal of the existing L3 digital video and audio equipment from the current vehicles. The City reserves the right to perform this work with City resources or solicit separate bids for this work outside of this RFP. This service offering is optional for vendors and response is not required.

- Removal of Old Access Points & Antennas
 - The City of Dayton is interested in a proposal by vendors for removal of the existing 32 Wi-Fi access points at 5 locations. The City reserves the right to perform this work with City resources or solicit separate bids for this work outside of this RFP. This service offering is optional for vendors and response is not required.

- Interview Room:
 - Three (3) Rooms
 - Design & Configuration.
 - Installation

- Cellular Network Router / Wi-Fi Communications Mobile Device:
 - Design & Configuration
 - To Replace Existing Sierra Gx440’s
 - Multiple Carrier Capable Desired

Feature / Functionality / Specification Must Have's / Desired

The following are “must have” features, functionality or technical requirements for vendors to address in their response:

- Rear-Facing Camera / MIC Must Be Designed for a Rear Seat Caged Configuration.
- Workstations Required for DME Content or System Access (other than In-Car) Must Run On Current or Future Dell Equipment Purchased By City Using Windows 7 or Higher.
- The In-Car DME Solution Must Be Able to Function Independently From Current or Future MDC Equipment in the Vehicles.
- Consolidation of Antennas In One Enclosure/Mount Is Preferred.
- Minimum Distance of Transceivers For Audio Microphones Must Be Able to Clearly and Reliably Transmit Audio and Data Signals Up to at Least 1,000 feet.
- Store & Forward Method For Uploading Microphone Audio is Acceptable as Long as it is Accurately Sync'd Up with Videos.
- It Shall Be Impossible to Edit or Delete Recordings From Within the Vehicles.
- The DVR CODEC Shall Allow for Simultaneous Recording of at Least 2 Video Channels, 3 Audio Channels, and Multiple Sources of Metadata.
- Efficient And Easy To Manage Public Request Handling Function.
- Ability To Easily Burn Content To Local PC DVD Drives.
- Strong And Effective Chain Of Custody Capability
- Handling Of Stop Categories Up To 10 Items.
- Flagging Of Video For Administrative Investigation Where Normal Retention Policy Is Extended Up To Indefinitely.
- Microphone Capability for 2 Man Crews is Desired
- Wi-Fi Upload Solution is Load Balanced Across Installed Access Points
- Back-End System User Account Handling Integrated with City's Active Directory Environment (not for in-car sign-in).
- Vehicle's Crash Sensor Must Have Pre-Record Capability

Feature / Functionality / Specification Advantages

The following are features, functionality or technical advantages for vendors to address in their response that can benefit the City:

- Advantage of having future body worn camera system integrate with the in-car digital camera system to avoid the requirement for wearing/deploying multiple microphones.
- Radiation Capability & Future-Proofed for Integrated Bodyworn Cameras
- Integration with Third Party Dropbox File Transfer for Handling Public Record Requests for External Entities.

City Constraints:

- Wi-Fi access point directional antennas must be mounted on the outside of police facilities. Installation arrangements will be handled through City's Facilities group.
- There is a 150Mbps Internet speed limitation at the central IT facility.
- There is a 1GB network bandwidth limit between most Police facilities and the central IT facility.
- Backup of video content using current IT facilities is potentially expensive due to third party vendor licensing (by volume of terabytes).
- Retention policy can conflict with groups waiting too long to decide if content is needed (e.g., prosecutors).
- City would like to avoid burning of DVD disks on expensive robotic burners for investigative or court cases as has been done in the last 5 years. Going forward City wishes to provide on-demand DME content only. Users should have the option to burn content to DVD's on their local PC's that are then playable on any PC.

Vendor Offerings Outside of RFP Guidelines and Requirements

Vendors are encouraged to provide information on products and services related to this RFP that City has not specified. Examples include:

- New Emerging DME System Technologies
- High Definition Capability
- Specialized Wireless Communications Devices / Solutions
- Automated Vehicle Locator (AVL) Capability

Selection Criteria

The following are the primary areas City will use to evaluate Vendor RFP response:

- **Comprehensiveness of Vendor Proposed Solution**
 - Product Coverage And Depth
 - Services Coverage And Depth
 - Use of Qualified Third Party Partners Where Needed
 - Provision for Project Management of Deployment
- **Quality Of RFP Response**
 - Completeness in Responses
 - Supporting Documentation Included With RFP
 - All Aspects Of Vendor Solution is Clearly Conveyed
- **Initial Startup Costs & Subsequent 5-Year Total Cost of Ownership**
- **Solution's Ease of Deployment & Use:**
 - Rapid Startup
 - Easy for Officers & Supervisors to Use
 - Easy to Administer & Maintain From a Technical Perspective
 - Fit With City's Technical Environment Per Exhibit-I
 - Handles Open Records Requests Efficiently

Exhibit II – RFP 17032S

Vendor Information & Question Response Form

***** See attachment for Exhibit II *****

EXHIBIT II OVERVIEW

This document is for vendor responses to certain questions and information topics for an in-car Digital Multimedia Evidenc (DME) system solution for the Dayton, Ohio Police Department. An electronic version (MS Word) of this template is also being made available to vendors for completion and return to the City of Dayton. The electronic version is available on the City of Dayton Purchasing website.

This section is for collection of information from the responding vendors and does not require any pricing information here. The required pricing information is handled in a separate Exhibit III spreadsheet document. Exhibit III is also made available to vendors electronically (MS Excel) for completion and return to the City of Dayton.

You are responding to questions here in Exhibit II regarding your proposed manufacturer / supplier products, related hardware and software support and maintenance, warranty information, and professional services.

EXHIBIT II INSTRUCTIONS

The following are instructions to help vendors provide the information or answer the questions in the table below. Many of the questions can be answered either yes or no.

For other than Yes / No answers, keep answers brief in the table below. If you need to elaborate on a particular item, please feel free to attach additional information to your response. Mark the top of any additional documentation with the Section number of this Exhibit-II that the additional information refers to.

Note that vendors are asked to submit one (1) original copy and **five** (5) complete printed response packages in folders or standard three ring binders including a completed copy of this Information & Question template and the Exhibit-III pricing spreadsheet.

Vendors are also asked to submit a copy of their response on CD-ROM disk or a thumb-drive in Microsoft Word for Windows 2010 for this Exhibit-II, and Microsoft Excel 2010 for Exhibit-III.

Exhibit III – RFP 17032S

Detailed Vendor Pricing

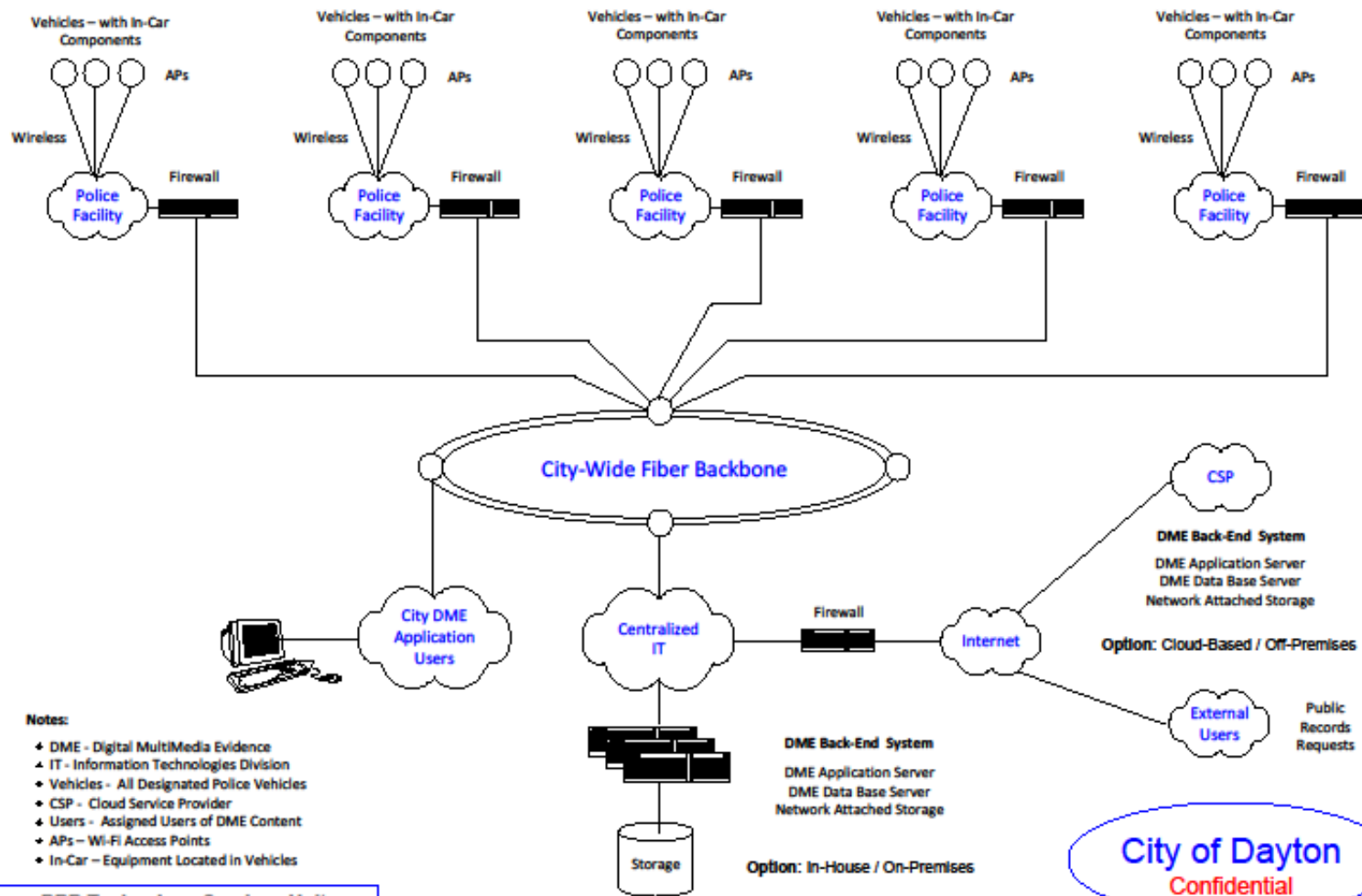
***** See attachment for Exhibit III *****

REFERENCE: RFP 17032-S Exhibit IV

DIAGRAM: Design Options

DATE: Updated August 8, 2017

In-Car Digital Camera System Design Options



Notes:

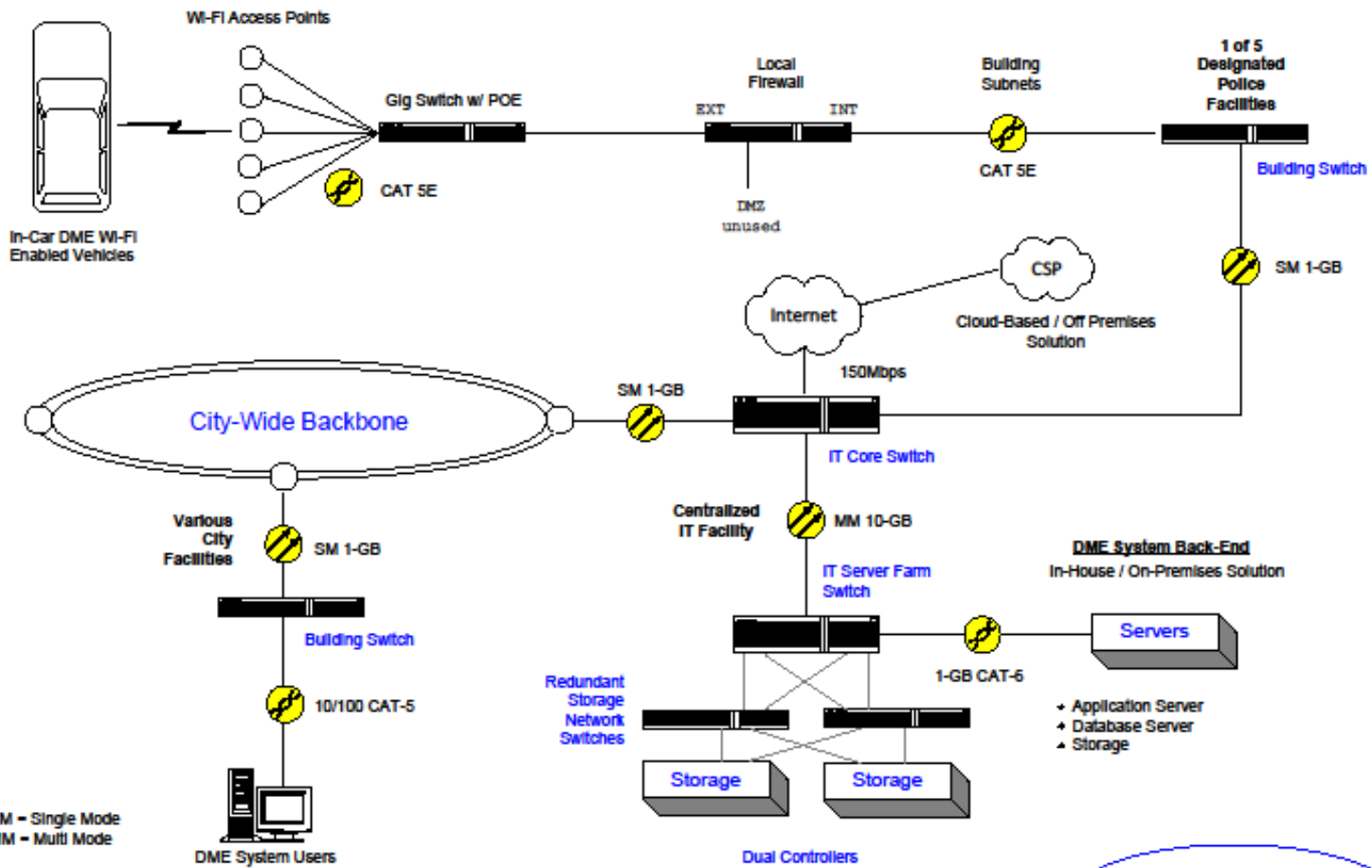
- DME - Digital Multimedia Evidence
- IT - Information Technologies Division
- Vehicles - All Designated Police Vehicles
- CSP - Cloud Service Provider
- Users - Assigned Users of DME Content
- APs - Wi-Fi Access Points
- In-Car - Equipment Located in Vehicles

DPD Technology Services Unit
Dayton Police Department
RFP No. 17032-S

City of Dayton
Confidential

REFERENCE: RFP 17032-S Exhibit V
 DIAGRAM: Network Diagram
 DATE: Updated August 8, 2017

Network Diagram



DPD Technology Services Unit
 Dayton Police Department
 RFP No. 17032-S

DME - Digital Multimedia Evidence
 CSP - Cloud Service Provider

City of Dayton
 Confidential

REFERENCE: RFP 17032-S Exhibit VI
DIAGRAM: Dayton Police Facilities
DATE: Updated August 9, 2017

Dayton Police Facilities

Central POD - 248 Salem Avenue



East POD – North - 417 E. Helena Street



West POD - 951 Washington Street



East POD – South - 2721 Wayne Avenue



Safety Building - 335 W. Third Street



DPD Technology Services Unit
Dayton Police Department
RFP No. 17032-S

City of Dayton
Confidential



City of Dayton, Ohio
Department of Police
Mobile Video Recording System
RFP No. 17032S
August 2017

EXHIBIT A – LETTER OF TRANSMITTAL

The undersigned hereby certifies that items furnished as a result of this proposal will be in full accordance with the City of Dayton specification applying thereto unless exception are stated above.

The Proposer's name and address exactly as it would appear in a contract:

Entity Name: _____

Street Address: _____

City, State, Zip: _____

Proposer's Phone Number: _____

Proposer's Fax Number: _____

Proposer's E-mail Address: _____

Form of Ownership **Sole Proprietorship** **Franchise** **Partnership** **Corporation**
 Joint Venture **LLC** **Other (Specify):** _____

If a corporation, state of incorporation: _____

Federal Identification Number (or SSN if sole proprietorship): _____

Please include your IRS Form W9 with your proposal.

I certify the proposing entity complies with City of Dayton Ordinance #30829-09 and the City's Revised Code of General Ordinances Section 35.70 through 35.74 regarding Living Wages. Yes No

SIGNATURE: _____

PRINTED NAME AND TITLE: _____

By signing this page, you state that you are an authorized representative, and have reviewed and are presenting this proposal on behalf of your business entity. Please continue completing this exhibit on the next page.

EXHIBIT A – LETTER OF TRANSMITTAL (continued)

COMPANY PROFILE AND BACKGROUND

Name of Proposing Company: _____

Company’s Primary Business - State the proposer’s primary business, the number of years in the industry, and the number of employees assigned to these related activities:		
Primary Business	# of Years	# of Employees Assigned

If a corporation, state of incorporation: _____

Current Pending Lawsuits: Please provide any and all suits either with the City of Dayton or any other Municipalities and Government Agencies; including, but not limited to Federal, State, Local or other Municipalities and Governmental Agencies:

Local Office of Proposer: Office in/nearest to Dayton, Ohio: _____

Federal Identification Number (or SSN if sole proprietorship): _____

Key Personnel:

Name	Title	Contact Information: Mailing address, telephone number, fax number and email address	Designated as Primary Contact for the City of Dayton? YES / NO



City of Dayton, Ohio
Department of Police
Mobile Video Recording System
RFP No. 17032S
August 2017

EXHIBIT B – REFERENCES FOR PROPOSING COMPANY

Name of Proposing Company: _____

List company names, addresses, and telephone numbers for at least three references presently or previously served by your Company for RFP No. 17032S. Do not use the City of Dayton as a reference.

Company Name: _____

Address: _____

Contact Person: _____

Telephone Number: _____ Fax Number: _____

Email Address: _____

Company Name: _____

Address: _____

Contact Person: _____

Telephone Number: _____ Fax Number: _____

Email Address: _____

Company Name: _____

Address: _____

Contact Person: _____

Telephone Number: _____ Fax Number: _____

Email Address: _____



City of Dayton, Ohio
Department of Police
Mobile Video Recording System
RFP No. 17032S
August 2017

EXHIBIT C – PRODUCT MANUFACTURE LABOR STANDARDS: VENDOR COMPLIANCE FORM

By informal resolution 301-97, the City of Dayton is prohibited from purchasing, leasing, renting or taking on consignment goods for use or for resale by the City which were produced under sweatshop conditions.

The City of Dayton requests the following information concerning the products you intend to provide to the City as a result of this bid. This information will allow us to determine your products' compliance with the standards outlined in informal resolutions 301-97.

We require that you make a good faith effort to ascertain the following about the factories which manufacture the products you intend to supply to the City and that you make information available to us for our verification of your claims.

Child Labor. The factory or producer does not employ anybody younger than the legal age as established by the jurisdiction in which such factory or producer is located for children to work or participate in the production.

Forced Labor. The factory or producer does not use forced labor of any kind-prison labor, indentured labor or bonded labor. However, goods produced by prisoners and/or patients as part of a formal rehabilitation or treatment program shall not be considered "forced labor" under the terms of this section.

Wages and Benefits. The factory or producer pays and/or provides at least the minimum wages and/or benefits as required by law in the jurisdiction in which the factory or producer is located.

Hours of Work. Employees are not required to work more hours than the maximum allowed by law for the jurisdiction in which the factory or producer is located.

Worker Rights. The factory or producer makes available to its employees such rights and procedures as required by law for the jurisdiction in which the factory or producer is located.

Health and Safety. The factory or producer provides at least the minimum safe and healthy working environment as required by law for the jurisdiction in which the factory or producer is located.

Notice to Employees. The factory or producer provides any and all applicable notices to its workers as required by law for the jurisdiction in which the factory or producer is located.

This compliance form must be submitted with your bid. If at any time your products are found to be out of compliance with these standards, or if you refuse to provide information to the City for our verification of compliance, the City reserves the right to terminate contracts for those products.

City of Dayton Ref. No.: _____
Bidding Company: _____
Address: _____

Signature/Title: _____
Federal I.D.#: _____
Phone No.: _____
FaxNo.: _____

