



CITY OF AUSTIN, TEXAS
Purchasing Office
REQUEST FOR PROPOSAL (RFP)
OFFER SHEET

SOLICITATION NO.: JXH0506

COMMODITY/SERVICE DESCRIPTION: Automatic License Plate Recognition System for Austin Police Department

DATE ISSUED: December 1st, 2014

REQUISITION NO.: RQM 5600 14112100067

PRE-PROPOSAL CONFERENCE TIME AND DATE: N/A

COMMODITY CODE: 96246

LOCATION: N/A

FOR CONTRACTUAL AND TECHNICAL ISSUES CONTACT THE FOLLOWING AUTHORIZED CONTACT PERSON:

PROPOSAL DUE PRIOR TO: 3:00 pm CST, January 22nd, 2015

PROPOSAL CLOSING TIME AND DATE: 3:00 pm CST, January 22nd, 2015

Jonathan Harris
Senior Buyer Specialist

LOCATION: MUNICIPAL BUILDING, 124 W 8th STREET
RM 308, AUSTIN, TEXAS 78701

Phone: (512) 974-1771

E-Mail: Jonathan.Harris@austintexas.gov

When submitting a sealed Offer and/or Compliance Plan, use the proper address for the type of service desired, as shown below:

P.O. Address for US Mail	Street Address for Hand Delivery or Courier Service
City of Austin	City of Austin, Municipal Building
Purchasing Office-Response Enclosed	Purchasing Office-Response Enclosed
P.O. Box 1088	124 W 8 th Street, Rm 310
Austin, Texas 78767-8845	Austin, Texas 78701
	Reception Phone: (512) 974-2500

To ensure prompt delivery, all packages SHALL BE CLEARLY MARKED ON THE OUTSIDE "Purchasing Office-Response Enclosed" along with the offeror's name & address, solicitation number and due date and time. See Section 0200 Solicitation Instructions for more details.

All Offers (including Compliance Plans) that are not submitted in a sealed envelope or container will not be considered.

SUBMIT 1 ORIGINAL, 7 COPIES, AND 1 ELECTRONIC COPY OF YOUR RESPONSE

*****SIGNATURE FOR SUBMITTAL REQUIRED ON PAGE 3 OF THIS DOCUMENT*****

This solicitation is comprised of the following required sections. Please ensure to carefully read each section including those incorporated by reference. By signing this document, you are agreeing to all the items contained herein and will be bound to all terms.

SECTION NO.	TITLE	PAGES
0100	STANDARD PURCHASE DEFINITIONS	*
0200	STANDARD SOLICITATION INSTRUCTIONS	*
0300	STANDARD PURCHASE TERMS AND CONDITIONS	*
0400	SUPPLEMENTAL PURCHASE PROVISIONS	9
0500	SCOPE OF WORK	23
0600	PROPOSAL PREPARATION INSTRUCTIONS & EVALUATION FACTORS	8
ATTA	ATTACHMENT A, COST PROPOSAL SHEET	5
APP A	APPENDIX A TECHNICAL REQUIRMENTS RESPONSE SHEET	1
0605	LOCAL BUSINESS PRESENCE IDENTIFICATION FORM – Complete and return	1
0800	NON-DISCRIMINATION CERTIFICATION	*
0805	NON-SUSPENSION OR DEBARMENT CERTIFICATION	*
0810	NON-COLLUSION, NON-CONFLICT OF INTEREST, AND ANTI-LOBBYING CERTIFICATION	*
0815	LIVING WAGES AND BENEFITS CONTRACTOR CERTIFICATION–Complete and return	1
0835	NONRESIDENT BIDDER PROVISIONS – Complete and return	1

*** Documents are hereby incorporated into this Solicitation by reference, with the same force and effect as if they were incorporated in full text. The full text versions of these Sections are available, on the Internet at the following online address:**

http://www.austintexas.gov/financeonline/vendor_connection/index.cfm#STANDARDBIDDOCUMENTS

If you do not have access to the Internet, you may obtain a copy of these Sections from the City of Austin Purchasing Office located in the Municipal Building, 124 West 8th Street, Room #308 Austin, Texas 78701; phone (512) 974-2500. Please have the Solicitation number available so that the staff can select the proper documents. These documents can be mailed, expressed mailed, or faxed to you.

I agree to abide by the City’s MBE/WBE Procurement Program Ordinance and Rules. In cases where the City has established that there are no M/WBE subcontracting goals for a solicitation, I agree that by submitting this offer my firm is completing all the work for the project and not subcontracting any portion. If any service is needed to perform the contract that my firm does not perform with its own workforce or supplies, I agree to contact the Small and Minority Business Resources Department (SMBR) at (512) 974-7600 to obtain a list of MBE and WBE firms available to perform the service and am including the completed No Goals Utilization Plan with my submittal. This form can be found Under the Standard Bid Document Tab on the Vendor Connection Website:

http://www.austintexas.gov/financeonline/vendor_connection/index.cfm#STANDARDBIDDOCUMENTS

If I am awarded the contract I agree to continue complying with the City's MBE/WBE Procurement Program Ordinance and Rules including contacting SMBR if any subcontracting is later identified.

The undersigned, by his/her signature, represents that he/she is submitting a binding offer and is authorized to bind the respondent to fully comply with the solicitation document contained herein. The Respondent, by submitting and signing below, acknowledges that he/she has received and read the entire document packet sections defined above including all documents incorporated by reference, and agrees to be bound by the terms therein.

Company Name: _____

Company Address: _____

City, State, Zip: _____

Federal Tax ID No. _____

Printed Name of Officer or Authorized Representative: _____

Title: _____

Signature of Officer or Authorized Representative: _____

Date: _____

Email Address: _____

Phone Number: _____

*** Proposal response must be submitted with this Offer sheet to be considered for award**

Section 0605: Local Business Presence Identification

A firm (Offeror or Subcontractor) is considered to have a Local Business Presence if the firm is headquartered in the Austin Corporate City Limits, or has a branch office located in the Austin Corporate City Limits in operation for the last five (5) years. The City defines headquarters as the administrative center where most of the important functions and full responsibility for managing and coordinating the business activities of the firm are located. The City defines branch office as a smaller, remotely located office that is separate from a firm's headquarters that offers the services requested and required under this solicitation.

OFFEROR MUST SUBMIT THE FOLLOWING INFORMATION FOR EACH LOCAL BUSINESS (INCLUDING THE OFFEROR, IF APPLICABLE) TO BE CONSIDERED FOR LOCAL PRESENCE.

NOTE: ALL FIRMS MUST BE IDENTIFIED ON THE MBE/WBE COMPLIANCE PLAN OR NO GOALS UTILIZATION PLAN, SECTION 0900 OF THE SOLICITATION.

USE ADDITIONAL PAGES AS NECESSARY

OFFEROR:

Name of Local Firm						
Physical Address						
Is Firm located in the Corporate City Limits? (circle one)	Yes			No		
In business at this location for past 5 yrs?	Yes			No		
Location Type:	Headquarters	Yes	No	Branch	Yes	No

SUBCONTRACTOR(S):

Name of Local Firm						
Physical Address						
Is Firm located in the Corporate City Limits? (circle one)	Yes			No		
In business at this location for past 5 yrs?	Yes			No		
Location Type:	Headquarters	Yes	No	Branch	Yes	No

SUBCONTRACTOR(S):

Name of Local Firm						
Physical Address						
Is Firm located in the Corporate City Limits? (circle one)	Yes			No		
In business at this location for past 5 yrs?	Yes			No		
Location Type:	Headquarters	Yes	No	Branch	Yes	No

Section 0815: Living Wages and Benefits Contractor Certification

Company Name _____

Pursuant to the Living Wages and Benefits provision (reference Section 0400, Supplemental Purchase Provisions) the Contractor is required to pay to all employees directly assigned to this City contract a minimum Living Wage equal to or greater than \$11.00 per hour.

I hereby certify under penalty of perjury that all of the below listed employees of the Contractor who are directly assigned to this contract are compensated at wage rates equal to or greater than \$11.00 per hour.

Employee Name	Employee Job Title

USE ADDITIONAL PAGES AS NECESSARY

- (1) All future employees assigned to this Contract will be paid a minimum Living Wage equal to or greater than \$11.00 per hour.
- (2) Our firm will not retaliate against any employee claiming non-compliance with the Living Wage provision.

A Contractor who violates this Living Wage provision shall pay each employee affected the amount of the deficiency for each day the violation continues. Willful or repeated violations of the provision may result in termination of this Contract for Cause and subject the firm to possible suspension or debarment.

Section 0835: Non-Resident Bidder Provisions

Company Name _____

- A. Bidder must answer the following questions in accordance with Vernon's Texas Statutes and Codes Annotated Government Code 2252.002, as amended:

Is the Bidder that is making and submitting this Bid a "Resident Bidder" or a "non-resident Bidder"?

Answer: _____

- (1) Texas Resident Bidder- A Bidder whose principle place of business is in Texas and includes a Contractor whose ultimate parent company or majority owner has its principal place of business in Texas.
- (2) Nonresident Bidder- A Bidder who is not a Texas Resident Bidder.

- B. If the Bidder id a "Nonresident Bidder" does the state, in which the Nonresident Bidder's principal place of business is located, have a law requiring a Nonresident Bidder of that state to bid a certain amount or percentage under the Bid of a Resident Bidder of that state in order for the nonresident Bidder of that state to be awarded a Contract on such bid in said state?

Answer: _____ Which State: _____

- C. If the answer to Question B is "yes", then what amount or percentage must a Texas Resident Bidder bid under the bid price of a Resident Bidder of that state in order to be awarded a Contract on such bid in said state?

Answer: _____

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The following Supplemental Purchasing Provisions apply to this solicitation:

1. **EXPLANATIONS OR CLARIFICATIONS:** (reference paragraph 5 in Section 0200)

All requests for explanations or clarifications must be submitted in writing to the Purchasing Office not later than January 6th, 2015. Submissions may be made via email to: jonathan.harris@austintexas.gov or via fax at (512) 974-2388.

2. **INSURANCE:** Insurance is required for this solicitation.

A. **General Requirements:** See Section 0300, Standard Purchase Terms and Conditions, paragraph 32, entitled Insurance, for general insurance requirements.

- i. The Contractor shall provide a Certificate of Insurance as verification of coverages required below to the City at the below address prior to contract execution and within 14 calendar days after written request from the City. Failure to provide the required Certificate of Insurance may subject the Offer to disqualification from consideration for award
- ii. The Contractor shall not commence work until the required insurance is obtained and until such insurance has been reviewed by the City. Approval of insurance by the City shall not relieve or decrease the liability of the Contractor hereunder and shall not be construed to be a limitation of liability on the part of the Contractor.
- iii. The Contractor must also forward a Certificate of Insurance to the City whenever a previously identified policy period has expired, or an extension option or holdover period is exercised, as verification of continuing coverage.
- iv. The Certificate of Insurance, and updates, shall be mailed to the following address:

City of Austin Purchasing Office
P. O. Box 1088
Austin, Texas 78767

B. **Specific Coverage Requirements:** The Contractor shall at a minimum carry insurance in the types and amounts indicated below for the duration of the Contract, including extension options and hold over periods, and during any warranty period. These insurance coverages are required minimums and are not intended to limit the responsibility or liability of the Contractor.

- i. **Worker's Compensation and Employers' Liability Insurance:** Coverage shall be consistent with statutory benefits outlined in the Texas Worker's Compensation Act (Section 401). The minimum policy limits for Employer's Liability are \$100,000 bodily injury each accident, \$500,000 bodily injury by disease policy limit and \$100,000 bodily injury by disease each employee.
 - (1) The Contractor's policy shall apply to the State of Texas and include these endorsements in favor of the City of Austin:
 - (a) Waiver of Subrogation, Form WC420304, or equivalent coverage
 - (b) Thirty (30) days Notice of Cancellation, Form WC420601, or equivalent coverage
- ii. **Commercial General Liability Insurance:** The minimum bodily injury and property damage per occurrence are \$500,000 for coverages A (Bodily Injury and Property Damage) and B (Personal and Advertising Injury).
 - (1) The policy shall contain the following provisions:
 - (a) Contractual liability coverage for liability assumed under the Contract and all other Contracts related to the project.
 - (b) Contractor/Subcontracted Work.
 - (c) Products/Completed Operations Liability for the duration of the warranty period.
 - (d) If the project involves digging or drilling provisions must be included that provide Explosion, Collapse, and/or Underground Coverage.
 - (2) The policy shall also include these endorsements in favor of the City of Austin:

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- (a) Waiver of Subrogation, Endorsement CG 2404, or equivalent coverage
 - (b) Thirty (30) days Notice of Cancellation, Endorsement CG 0205, or equivalent coverage
 - (c) The City of Austin listed as an additional insured, Endorsement CG 2010, or equivalent coverage
- iii. **Business Automobile Liability Insurance:** The Contractor shall provide coverage for all owned, non-owned and hired vehicles with a minimum combined single limit of \$500,000 per occurrence for bodily injury and property damage. Alternate acceptable limits are \$250,000 bodily injury per person, \$500,000 bodily injury per occurrence and at least \$100,000 property damage liability per accident.
- (1) The policy shall include these endorsements in favor of the City of Austin:
 - (a) Waiver of Subrogation, Endorsement CA0444, or equivalent coverage
 - (b) Thirty (30) days Notice of Cancellation, Endorsement CA0244, or equivalent coverage
 - (c) The City of Austin listed as an additional insured, Endorsement CA2048, or equivalent coverage.
- Professional Liability: If your project requires professional liability insurance, call Risk Management (i.e., Carol Vance). Below is a sample of the language we've used in the past. Add this language to paragraph 3.B.
- IV. **Professional Liability Insurance:** The Contractor shall provide coverage, at a minimum limit of \$1,000,000 per claim, to pay on behalf of the assured all sums which the assured shall become legally obligated to pay as damages by reason of any negligent act, error, or omission arising out of the performance of professional services under this Agreement.

If coverage is written on a claims-made basis, the retroactive date shall be prior to or coincident with the date of the Contract and the certificate of insurance shall state that the coverage is claims-made and indicate the retroactive date. This coverage shall be continuous and will be provided for 24 months following the completion of the contract.

- C. **Endorsements:** The specific insurance coverage endorsements specified above, or their equivalents must be provided. In the event that endorsements, which are the equivalent of the required coverage, are proposed to be substituted for the required coverage, copies of the equivalent endorsements must be provided for the City's review and approval.

3. TERM OF CONTRACT:

- A. The Contract shall be in effect for an initial term of 12 months and may be extended thereafter for up to 3 additional 12 month periods, subject to the approval of the Contractor and the City Purchasing Officer or his designee.

4. INVOICES and PAYMENT: (reference paragraphs 12 and 13 in Section 0300)

- A. Invoices shall contain a unique invoice number and the information required in Section 0300, paragraph 12, entitled "Invoices." Invoices received without all required information cannot be processed and will be returned to the vendor.

Invoices shall be mailed to the below address:

	City of Austin
Department	Communication and Technology Management
Attn:	Whitney Sklar

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Address	1124 South IH 35
City, State Zip Code	Austin, Texas 78767

- B. The Contractor agrees to accept payment by either credit card, check or Electronic Funds Transfer (EFT) for all goods and/or services provided under the Contract. The Contractor shall factor the cost of processing credit card payments into the Offer. There shall be no additional charges, surcharges, or penalties to the City for payments made by credit card.

5. HAZARDOUS MATERIALS:

- A. If this Solicitation involves hazardous materials, the Offeror shall furnish with the Offer Material Safety Data Sheets (MSDS), (OSHA Form 20), on all chemicals and hazardous materials specifying the generic and trade name of product, product specification, and full hazard information including receiving and storage hazards. Instructions, special equipment needed for handling, information on approved containers, and instructions for the disposal of the material are also required.
- B. Failure to submit the MSDS as part of the Offer may subject the Offer to disqualification from consideration for award.
- C. The MSDS, instructions and information required in paragraph "A" must be included with each shipment under the contract.

6. NON-COLLUSION, NON-CONFLICT OF INTEREST, AND ANTI-LOBBYING:

- A. On November 10, 2011, the Austin City Council adopted Ordinance No. 20111110-052 amending Chapter 2.7, Article 6 of the City Code relating to Anti-Lobbying and Procurement. The policy defined in this Code applies to Solicitations for goods and/or services requiring City Council approval under City Charter Article VII, Section 15 (Purchase Procedures). During the No-Contact Period, Offerors or potential Offerors are prohibited from making a representation to anyone other than the Authorized Contact Person in the Solicitation as the contact for questions and comments regarding the Solicitation.
- B. If during the No-Contact Period an Offeror makes a representation to anyone other than the Authorized Contact Person for the Solicitation, the Offeror's Offer is disqualified from further consideration except as permitted in the Ordinance.
- C. If an Offeror has been disqualified under this article more than two times in a sixty (60) month period, the Purchasing Officer shall debar the Offeror from doing business with the City for a period not to exceed three (3) years, provided the Offeror is given written notice and a hearing in advance of the debarment.
- D. The City requires Offerors submitting Offers on this Solicitation to provide a signed Section 0810, Non-Collusion, Non-Conflict of Interest, and Anti-Lobbying Affidavit, certifying that the Offeror has not in any way directly or indirectly made representations to anyone other than the Authorized Contact Person during the No-Contact Period as defined in the Ordinance. The text of the City Ordinance is posted on the Internet at: <http://www.ci.austin.tx.us/edims/document.cfm?id=161145>

7. NON-SOLICITATION:

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- A. During the term of the Contract, and for a period of six (6) months following termination of the Contract, the Contractor, its affiliate, or its agent shall not hire, employ, or solicit for employment or consulting services, a City employee employed in a technical job classification in a City department that engages or uses the services of a Contractor employee.
- B. In the event that a breach of Paragraph A occurs the Contractor shall pay liquidated damages to the City in an amount equal to the greater of: (i) one (1) year of the employee's annual compensation; or (ii) 100 percent of the employee's annual compensation while employed by the City. The Contractor shall reimburse the City for any fees and expenses incurred in the enforcement of this provision.
- C. During the term of the Contract, and for a period of six (6) months following termination of the Contract, a department that engages the services of the Contractor or uses the services of a Contractor employee will not hire a Contractor employee while the employee is performing work under a Contract with the City unless the City first obtains the Contractor's approval.
- D. In the event that a breach of Paragraph C occurs, the City shall pay liquidated damages to the Contractor in an amount equal to the greater of: (i) one (1) year of the employee's annual compensation or (ii) 100 percent of the employee's annual compensation while employed by the Contractor.

8. LIVING WAGES AND BENEFITS

- A. In order to help assure low employee turnover, quality services, and to reduce costs for health care provided to uninsured citizens, the Austin City Council is committed to ensuring fair compensation for City employees and those persons employed elsewhere in Austin. This commitment has been supported by actions to establish a "living wage" and affordable health care protection. Currently, the minimum wage for City employees is \$11.00 per hour. This minimum wage is required for any Contractor employee directly assigned to this City Contract, unless Published Wage Rates are included in this solicitation. In addition, the City may stipulate higher wage rates in certain solicitations in order to assure quality and continuity of service.
- B. Additionally, the City provides health insurance for its employees, and for a nominal rate, employees may obtain coverage for their family members. Contractors must offer health insurance with optional family coverage for all Contractor employees directly assigned to this contract. Proof of the health care plan shall be provided prior to award of a Contract. In addition, an insurance certificate for Workers' Compensation Insurance Coverage must be provided if required by the solicitation.
- C. The City requires Contractors submitting Offers on this Contract to provide a signed certification (see the Living Wages and Benefits Contractor Certification included in the Solicitation) with their Offer certifying that all employees directly assigned to this City Contract will be paid a minimum living wage equal to or greater than \$11.00 per hour and are offered a health care plan. The certification shall include a list of all employees directly assigned to providing services under the resultant contract including their name and job title. The list shall be updated and provided to the City as necessary throughout the term of the Contract.
- D. The Contractor shall maintain throughout the term of the resultant contract basic employment and wage information for each employee as required by the Fair Labor Standards Act (FLSA). Basic employment records shall at a minimum include:
 - i. employee's full name, as used for social security purposes, and on the same record, the employee's identifying symbol or number if such is used in place of name on any time, work, or payroll records;
 - ii. time and date of week when employee's workweek begins;

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- iii. hours worked each day and total hours worked each workweek;
- iv. basis on which employee's wages are paid;
- v. regular hourly pay rate;
- vi. total daily or weekly straight-time earnings;
- vii. total overtime earnings for the workweek;
- viii. all additions to or deductions from the employee's wages;
- ix. total wages paid each pay period; and
- x. date of payment and the pay period covered by the payment.

E. The Contractor shall provide with the first invoice and as requested by the Department's Contract Manager, individual Employee Certifications (see the Living Wages and Benefits Employee Certification included in the Solicitation) for all employees directly assigned to the contract containing:

- i. the employee's name and job title;
- ii. a statement certifying that the employee is paid at a rate equal to or greater than the Living Wage of \$11.00 per hour;
- iii. a statement certifying that the employee is offered a health care plan with optional family coverage.

Employee Certifications shall be signed by each employee directly assigned to the contract.

F. Contractor shall submit employee certifications quarterly with the respective invoice to verify that employees are paid the Living Wage throughout the term of the contract. The quarterly Employee Certification Forms shall be submitted for employees added to the contract and/or to report any employee changes in that quarter. If no changes, submit a Contractor's Certification Form indicating no change.

G. The Department's Contract Manager will periodically review the employee data submitted by the Contractor to verify compliance with this Living Wage provision. The City retains the right to review employee records identified in paragraph D above to verify compliance with this provision.

9. WORKFORCE SECURITY CLEARANCE AND IDENTIFICATION (ID):

- A. Contractors are required to obtain a certified criminal background report with fingerprinting (referred to as the "report") for all persons performing on the contract, including all Contractor, Subcontractor, and Supplier personnel (for convenience referred to as "Contractor's personnel").
- B. The report may be obtained by reporting to one of the below governmental entities, submitting to fingerprinting and requesting the report [requestors may anticipate a two-week delay for State reports and up to a four to six week delay for receipt of a Federal report.].
 - i. Texas Department of Public Safety for any person currently residing in the State of Texas and having a valid Texas driver's license or photo ID card;

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- ii. The appropriate governmental agency from either the U.S. state or foreign nation in which the person resides and holds either a valid U.S. state-issued or foreign national driver's license or photo ID card; or
 - iii. A Federal Agency. A current Federal security clearance obtained from and certified by a Federal agency may be substituted.
- C. Contractor shall obtain the reports at least 30 days prior to any onsite work commencement. Contractor also shall attach to each report the project name, Contractor's personnel name(s), current address(es), and a copy of the U.S. state-issued or foreign national driver's license or photo ID card.
- D. Contractor shall provide the City a Certified Criminal Background Report affirming that Contractor has conducted required security screening of Contractor's personnel to determine those appropriate for execution of the work and for presence on the City's property. A list of all Contractor Personnel requiring access to the City's site shall be attached to the affidavit.
- E. Upon receipt by the City of Contractor's affidavit described in (D) above and the list of the Contractor's personnel, the City will provide each of Contractor's personnel a contractor ID badge that is required for access to City property that shall be worn at all times by Contractor's personnel during the execution of the work.
- F. The City reserves the right to deny an ID badge to any Contractor personnel for reasonable cause, including failure of a Criminal History background check. The City will notify the Contractor of any such denial no more than twenty (20) days after receipt of the Contractor's reports. Where denial of access by a particular person may cause the Contractor to be unable to perform any portion of the work of the contract, the Contractor shall so notify the City's Contract Manager, in writing, within ten (10) calendar days of the receipt of notification of denial.
- G. Contractor's personnel will be required to wear the ID badge at all times while on the work site. Failure to wear or produce the ID badge may be cause for removal of an individual from the work site, without regard to Contractor's schedule. Lost ID badges shall be reported to the City's Contract Manager. Contractor shall reimburse the City for all costs incurred in providing additional ID badges to Contractor Personnel.
- H. ID badges to enter and/or work on the City property may be revoked by the City at any time. ID badges must be returned to the City at the time of project completion and acceptance or upon removal of an individual from the work site.
- I. Contractor is not required to obtain reports for delivery personnel, including but not limited to FedEx, UPS, Roadway, or other materials delivery persons, however all delivery personnel must present company/employer-issued photo ID and be accompanied by at least one of Contractor's personnel at all times while at the work site.
- J. The Contractor shall retain the reports and make them available for audit by the City during regular business hours (reference paragraph 17 in Section 0300, entitled Right to Audit).

10. INTERLOCAL PURCHASING AGREEMENTS: (applicable to competitively procured goods/services contracts).

- A. The City has entered into Interlocal Purchasing Agreements with other governmental entities, pursuant to the Interlocal Cooperation Act, Chapter 791 of the Texas Government Code. The Contractor agrees to offer the same prices and terms and conditions to other eligible governmental agencies that have an interlocal agreement with the City.
- B. The City does not accept any responsibility or liability for the purchases by other governmental agencies through an interlocal cooperative agreement.

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11. ECONOMIC PRICE ADJUSTMENT:

- A. **Price Adjustments:** Prices shown in this Contract shall remain firm for the first 12 of the Contract. After that, in recognition of the potential for fluctuation of the Contractor's cost, a price adjustment (increase or decrease) may be requested by either the City or the Contractor on the anniversary date of the Contract or as may otherwise be specified herein. The percentage change between the contract price and the requested price shall not exceed the percentage change between the specified index in effect on the date the solicitation closed and the most recent, non-preliminary data at the time the price adjustment is requested. The requested price adjustment shall not exceed 10 percent (10%) for any single line item and in no event shall the total amount of the contract be automatically adjusted as a result of the change in one or more line items made pursuant to this provision. Prices for products or services unaffected by verifiable cost trends shall not be subject to adjustment.
- B. **Effective Date:** Approved price adjustments will go into effect on the first day of the upcoming renewal period or anniversary date of contract award and remain in effect until contract expiration unless changed by subsequent amendment.
- C. **Adjustments:** A request for price adjustment must be made in writing and submitted to the other Party prior to the yearly anniversary date of the Contract; adjustments may only be considered at that time unless otherwise specified herein. Requested adjustments must be solely for the purpose of accommodating changes in the Contractor's direct costs. Contractor shall provide an updated price listing once agreed to adjustment(s) have been approved by the parties.
- D. **Indexes:** In most cases an index from the Bureau of Labor Standards (BLS) will be utilized; however, if there is more appropriate, industry recognized standard then that index may be selected.
- i. The following definitions apply:
- (1) **Base Period:** Month and year of the original contracted price (the solicitation close date).
 - (2) **Base Price:** Initial price quoted, proposed and/or contracted per unit of measure.
 - (3) **Adjusted Price:** Base Price after it has been adjusted in accordance with the applicable index change and instructions provided.
 - (4) **Change Factor:** The multiplier utilized to adjust the Base Price to the Adjusted Price.
 - (5) **Weight %:** The percent of the Base Price subject to adjustment based on an index change.
- ii. **Adjustment-Request Review:** Each adjustment-request received will be reviewed and compared to changes in the index(es) identified below. Where applicable:
- (1) Utilize final Compilation data instead of Preliminary data
 - (2) If the referenced index is no longer available shift up to the next higher category index.
- iii. **Index Identification:** Complete table as they may apply. For multiple indexes copy the table below. Update each table with the correct information and delete these instructions.

Weight % or \$ of Base Price:	
Database Name:	
Series ID:	
<input type="checkbox"/> Not Seasonally Adjusted	<input type="checkbox"/> Seasonally Adjusted
Geographical Area:	
Description of Series ID:	
This Index shall apply to the following items of the Bid Sheet / Cost Proposal:	

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- E. **Calculation:** Select the applicable method below (Single, Portion or Composite) and remove the others and these instructions. Price adjustment will be calculated as follows:

Single Index: Adjust the Base Price by the same factor calculated for the index change.

Index at time of calculation
Divided by index on solicitation close date
Equals Change Factor
Multiplied by the Base Rate
Equals the Adjusted Price

Adjustment of a Portion of the Base Price: A portion of the Base Price changes such that only part of the price is adjusted, while the balance of the Base Price remains fixed. The portion of the Base Price subject to adjustment is defined in D iii. above.

Index at time of calculation
Divided by index on solicitation close date
Equals change factor
Multiply the Base Price by the portion of Base Price subject to change = weighted portion
Multiply the weighted portion times the change factor
Equals the Adjusted Price for the portion of the Base Price subject to the Index change
Add the portion of the Base Price not subject to adjustment
Equals the Adjusted Price

Composite Indexes: Based on one or more weighted indexes reflecting pricing elements of a good or service. The weighted percentage for each index is defined in D iii. above.

For Each Index: Index at the time of calculation
Divided by each Index on solicitation close date
Equals change factor for each index
Multiply each Base Price of relevant line items by the percentage of price attributed to each index = weighted price
Multiply weighted price by change factor for each index
Equals the Adjusted Price for the portion of the Base Price subject to each Index
Add all adjusted prices for each item together
Equals Adjusted Price for each item

- F. If the requested adjustment is not supported by the referenced index, the City, as its sole discretion, may consider approving an adjustment on fully documented market increases.

**CITY OF AUSTIN
PURCHASING OFFICE
SUPPLEMENTAL PURCHASE PROVISIONS
RFP JXH0506**

12. **CONTRACT MANAGER**: The following person is designated as Contract Manager, and will act as the contact point between the City and the Contractor during the term of the Contract:

Whitney Sklar

Information Technology Project Manager

Whitney.Sklar@austintexas.gov

*Note: The above listed Contract Manager is not the authorized Contact Person for purposes of the **NON-COLLUSION, NON-CONFLICT OF INTEREST, AND ANTI-LOBBYING Provision** of this Section; and therefore, contact with the Contract Manager is prohibited during the no contact period.

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1. INTRODUCTION

1.1 Request for Proposals

The Austin Police Department's (APD's) Auto Theft Interdiction Project (ATIP) invites qualified Vendors to submit sealed proposals for the provision of an Automatic License Plate Recognition System (ALPR); proposals shall be submitted in accordance with the conditions outlined in this Request for Proposal (RFP).

1.2 Project Objective

The objective of this project is to implement a highly secured, turn-key ALPR solution that provides officers with the ability to capture and respond to data from automatic license plate readers mounted in vehicles, mounted on portable trailers and fixed mounted in various city locations. A successful ALPR system will meet all of the requirements outlined in this proposal, be scalable for future expansion and integrate seamlessly with hosted data sources and the City of Austin's (City's) existing state, national and local databases of stolen vehicles and vehicles of interest data.

1.3 Business Goals

- Reduce auto thefts and related crimes involving vehicles;
- Increase auto theft vehicle recovery rates;
- Increase the apprehension of suspects for auto thefts, burglaries and any other crimes involving a vehicle;
- Increase the solvability of crimes involving a vehicle;
- Reduce the overall cost to citizens through the reduction of insurance costs associated with vehicle related crimes, property recovery, and prosecution;
- Increase investigative leads to reduce auto thefts and vehicles used in gateway crimes (i.e. robbery, burglary of residence, etc.); and
- Reduce insurance loss.

2. DESCRIPTION OF CURRENT STATE

2.1 Current Business Process and Environment

APD's current business process is manual. However, APD has successfully implemented a small scale ALPR system in the past and experienced the time saving and increased accuracy and number of returns produced by implementing such a solution.

2.2 Current System Environment

In past years, APD's Auto Theft department included two ALPRs mounted in mobile vehicles. These cameras were fixed in vehicles and provided automatic license plate matches. The solution that was used by the department is no longer supported and has not been in use for at least two years. This solution will be a new installation either utilizing a hosted solution or an on-premise solution.

3. PROJECT SCOPE

3.1 Summary

The Vendor should include an explanation of all services and products necessary to implement a customer centric system that meets the business objectives and conforms to the requirements and constraints as described in this RFP including:

- Project management
- Definitions of roles, responsibilities, and skillsets required to implement and maintain the proposed solution
- Architecture assessment, capacity planning and recommendations
- Software licensing and configuration
- Hardware recommendations
- Development, Test/Training and Production environments (on-premise)
- Production, and, at minimum, a Test/Training environment (hosted)
- Solution customization and configuration
- Technical design documentation
- Integration with City systems, as appropriate
- Test Plan, testing support and user-acceptance documentation
- Performance testing and tuning
- Defect resolution
- Implementation and stabilization
- Maintenance and support
- Training
- Knowledge transfer
- Product documentation
- Disaster recovery plan
- Archiving and records retention procedures
- Change management processes

- Reporting capabilities

The Vendor shall detail an implementation plan that will include the deployment of a scalable and supportable back-end and front-end infrastructure as the highest priority. APD anticipates deploying ALPRs mounted in vehicles, on portable trailers and fixed mounted. The deployment strategy will depend upon the cost proposals for each type of deployment and will be scaled accordingly.

The Vendor shall provide equipment and pricing for all network infrastructure and equipment required in an on-premise solution, or provide the cost associated with a fully functional, hosted solution. The Vendor shall install a fully functional system that meets the objectives specified in a final, negotiated contract. Buyer and Vendor responsibilities are noted below. The final contract will dictate specifics of the Scope of Work (SOW) for both Buyer and Vendor.

3.2 Vendor's Responsibilities

The selected Vendor shall be responsible for all actual installation, set-up, configuration, and testing of the solution to meet the needs of the City's functional and technical requirements as described in this RFP.

The selected Vendor will be required to complete a successful Proof of Concept prior to approval to move forward with the full, permanent solution implementation. This Proof of Concept will consist of temporary installations of ALPR equipment in three (3) vehicles and one (1) portable trailer provided by the Austin Police Technology Unit (PTU), along with the hosted or backend hardware and software required to adequately test the solution.

The selected Vendor shall be responsible for supplying all needed cameras and supporting equipment, providing final alignment, adjustment, activation, and testing of the cameras, and equipment on the selected vehicles, portable trailers and fix mounted.

The selected Vendor shall be responsible for designing, configuring, constructing and testing all interfaces between systems. Upon the completion of each interface, the selected Vendor shall provide the city with the network architecture diagram, software application, licensing, hardware requirements, database interfaces, training, and will be responsible for the successful configuration and implementation of the solution. Also, the selected Vendor shall provide the City with documented dependencies between the systems along with specific guidelines for maintaining connectivity and up time.

The selected Vendor shall:

1. Submit a statement of work detailing the comprehensive "turnkey" proposed plan, which should include the following:
 - Brief executive summary explaining the work to be completed.
 - Detail description of the Proof of Concept phase and the work that will be required to provide a fully testable solution, even for a temporary installation.
 - Detailed description that clearly defines the tasks and deliverable to achieve a successful implementation of an ALPR solution.
 - The statement of work shall outline each phase of the implementation process through post go-live support.
2. Submit the equipment and implementation services required for the following:
 - Back-end solution
 - Front-end solution

- Mobile, fixed in car solution
 - Portable, fixed on trailer solution (to include power, back-up power and required grounding and transport)
 - Fixed mounted (to include power, back-up power and required grounding and transport)
3. Provide complete equipment description, design, function and technical specifications being proposed for usage.
 4. Submit clearly defined payment milestones with associated deliverables and acceptance criteria for each. The statement of work shall be approved and signed by the City of Austin project sponsor prior to beginning the system implementation.
 5. Install all hardware and software necessary to support design, configuration, and testing.
Please note: If selected, Vendor personnel (all primary and sub-contractors) that will be responsible for installing the software and/or hardware shall have the appropriate certifications and pass an APD Criminal Background Investigation (CBI). In addition, the Vendor will be required to sign the Federal Bureau of Investigation (FBI) Criminal Justice Information Services (CJIS) Security Addendum Certification and Texas Signatory Page, which will be provided by the City of Austin.
 6. Provide a project manager that will report to the designated project manager of the City of Austin. The Vendor's project manager shall be the point of contact for all communication with the system provider and be responsible for updating/communicating scheduling issues, change requests and risk assessments.
 7. Develop and maintain a project schedule for the duration of the project. The schedule shall be submitted with the statement of work and shall be approved by the City of Austin project sponsor. The schedule will include detailed steps of the project through post go-live support. Milestones and project risks should be outlined in the schedule.
 8. Assist the City in determining standardized reporting needs and lead the development/configuration of the reports necessary to support business functions, as determined by APD.
 9. Provide a recommended system sizing and architecture that considers:
 - Initial system for configuration, design, and development;
 - System for testing in a production equivalent environment;
 - Automated processes for migrating configurations and appropriate data from one environment to another, e.g. from development to test and from test to production; and
 - Complete system sizing and architecture to address each environment (development, test, production, if proposed).
 10. Provide detailed architecture diagrams depicting the components of the solution, an entity relationship diagram (ERD) and a data dictionary that clearly describe integration points between the Vendor system and hot list databases.
 11. Provide all solution documentation including hardware manuals, installation and troubleshooting guides and hardware user guides for the equipment that will be purchased.
 12. Provide the necessary documentation, through security documents and topology diagrams that will be required to maintain State and Federal Criminal Justice Information System (CJIS) approval.
 13. Recommend and perform performance tuning of databases, application servers, web servers, and other software and devices deployed as part of the proposed solution. This includes batch and online software tuning, as well as data conversion software tuning, upgrade script tuning,

server tuning, database tuning, and any tuning required as a result of load and stress test results or deployment methodology.

14. Conduct unit, system, integration, performance, security, disaster recovery and regression testing. Take corrective actions on problems identified during testing.
15. Provide a customized test plan for APD end-users and system administrators that can be followed for initial testing and for future upgrades.
16. Provide comprehensive training, including the following:
 - Training manual and quick reference card
 - Introduction to the new hardware and software
 - Everyday use of the system
 - Administrator training
 - Equipment installation training
17. Provide comprehensive post-implementation support, including any recommendations for system stabilization, for a period of ninety (90) days after production turnover is complete and stable. Once live use of the ALPR system has commenced, the system shall meet agreed upon service levels.
18. Specify disk-sizing requirements for databases, code, and any necessary work areas and temporary storage for at least ten (10) years of online data storage if an on-premise solution is proposed.
19. Rectify any deficiencies noted by the Communications and Technology Management (CTM) security department prior to system operation.

3.3 City of Austin's Responsibilities

The City's personnel will be responsible for connecting the selected Vendor to appropriate resources within the various City departments in order to implement the solution. The City's project team will be comprised of a project manager, as well as technical and functional resources from the City's Communications and Technology Department (CTM), Wireless Communication Services Division, Austin Police Technology Unit (PTU), APD's Auto Theft division and other individual departments as necessary.

The City will provide the following:

- Project prioritization and scheduling with the selected Vendor's project manager
- Access to office sites during normal business hours, based on approved CBI and formal badging process
- Related documentation and/or access to appropriate technical resources
- Issue identification, prioritization, communication to Vendor support staff
- Scheduling and coordinating of regular project team meetings and work sessions, as needed
- Office space for Vendor project management or technical resource staff when onsite, if needed
- Facilities for all meetings, work sessions, and training classes, including any necessary audio-visual equipment
- Conduct acceptance testing with assistance, if necessary, by Vendor
- Review and approval of milestones, deliverables, status reports and invoices

4. TECHNICAL REQUIREMENTS

Req ID	Requirement Description	Topic	Priority (Mandatory/Preferred)	
			Hosted	Not Hosted
001	<p>The application software shall be capable of supporting multiple “hot list” databases including but not limited to:</p> <ul style="list-style-type: none"> ** TCIC stolen vehicles and vehicle of interest lists/database (Texas Crime Information Center) ** NCIC stolen vehicles and vehicles of interest lists/databases (National Crime Information Center) ** Local stolen vehicles and vehicles of interest lists/databases ** Registered Sex Offenders vehicles ** Local Wanted persons ** FBI’s Most Wanted 	Database Architecture	Mandatory	Mandatory
002	The data file transfer shall be accomplished by either Ethernet or Wireless (hot lists)	Network Architecture	Mandatory	Mandatory
003	The system shall provide the authorized users (per their roles) the ability to access into the back end remotely to view, retrieve, or store data for analysis and reporting.	Network/Databas e Architecture	Mandatory	Mandatory
004	The system shall provide the ability for Detectives and authorized Austin Police Department personnel to access information previously obtained by the system, via computers on the City network or on an active Mobile Digital Computer MDC	Network/Databas e Architecture	VIA WEB: Preferred Fat Client: Mandatory	VIA WEB: Preferred Fat Client: Mandatory

005	The system shall provide multi-server network environment to facilitate the sharing of standard data between other police agencies (HIDTA, RR, etc.) as defined by the System Administrator.	Network/Databas e Architecture	Mandatory	Mandatory
006	The system shall provide the ability to perform a full or partial license plate query against the databases.	Database Architecture	Mandatory	Mandatory
007	The system shall provide any authorized user the ability to query for license plate data based upon time, date, location of capture, and the employee (user/officer) number	Database Architecture	Mandatory	Mandatory
008	The system shall provide multiple methods for downloading and uploading information between the vehicle's mobile digital computer (MDC) and the back – office application - should be Wireless	Network/Databas e Architecture	Mandatory	Mandatory
009	The system shall provide the officer with the capability to manually enter a license plate for the purpose of searching that license plate against the system's database/s.	Database Architecture	Mandatory	Mandatory
010	The system shall have the feature that allows "hot list" databases to be created by authorized users and the authorized users shall have the capability to add license plate data to the system's database/s while in the field. All license plate data added by the authorized user will remain a part of the selected database until the database is 'overwritten' by the System Administrator or by a new or updated database/s.	Database Architecture/Syste m Administration Toolkit	Mandatory	Mandatory
011	The system shall provide standard data extraction Application Program Interface (API) to allow import and export of data to other systems.	Database Architecture	Preferred	Preferred
012	The system shall provide the ability to import and export information to/from external applications and formats including but not limited to the following: ○ MS Excel	Database Architecture	Mandatory	Mandatory

	<ul style="list-style-type: none"> ○ XML ○ Comma delimited 			
013	The system shall provide Structured Query Language (SQL) capabilities for database queries.	Database Architecture	Preferred	Preferred
014	The back end system shall provide the ability to exchange database information using industry accepted standard and format including XML.	Database Architecture	Mandatory	Mandatory
015	The system shall provide utilities for database performance monitoring and optimization.	Database Architecture	Mandatory - (should be included to provide statistics)	Not required (City takes care of this part)
016	The system shall provide database backup and recovery tools to support the organization database recovery plan and procedures. Backup copies of the database and documentation on how often this occurs should be provided upon request.	Database Architecture	Mandatory	Not required City takes care of with SLA
017	<p>The system shall provide the following database features:</p> <ul style="list-style-type: none"> ** Simultaneous access to data by concurrent users ** Row level locking ** Automatic query optimization (e.g. indexing) ** Views ** Multiprocessor query execution 	Database Architecture	Mandatory	Mandatory
018	The system shall provide the ability to perform database maintenance including, but not limited to backup and upgrades without requiring system downtime during core business hours.	Database Architecture	Mandatory	Mandatory
019	The system shall have integration with virtualized (VMWare) server and database infrastructures.	Network Architecture	Preferred	Mandatory

020	The proposed solution shall NOT require static network routes.	Network Architecture	Mandatory	Mandatory
021	The proposed solution shall be capable of operating over routed sub networks (does not require components to be co-located on the same sub network).	Network Architecture	Mandatory	Mandatory
022	The system shall provide the ability to utilize a mapping function to plot or identify the location of all "hits."	GIS	Mandatory	Mandatory
023	The system shall use Esri Standard Shapefile and be Esri Compatible for GIS.	GIS	Preferred	Preferred
024	If the proposed solution requires access to GIS data or an interface to the City's GIS system, the Vendor shall specify all spatial software components required, with version(s) supported.	GIS	Mandatory	Mandatory
025	Simple Mail Transfer Protocol (SMTP) messages leaving the system shall originate from a server and not the client.	General	Mandatory	Mandatory
026	The system shall provide the ability to assign priorities to the various databases utilized by each police agency.	Database Architecture/System Administration Toolkit	Mandatory	Mandatory
027	The system shall provide the system Administrator with the ability to import national and local databases.	Database Architecture/System Administration Toolkit	Mandatory	Mandatory
028	The system shall provide application security via a User Name and Password for each User as determined by the system Administrator.	System Administration	Mandatory	Mandatory
029	The system shall provide the system Administrator with the ability to determine system user access levels based upon user responsibilities.	System Administration	Mandatory	Mandatory

030	The system shall provide a “Rules” Feature whereby the system Administrator can define license plate numbers and/or characters that can be interpreted in different variations or “rules.”	System Administration	Mandatory	Mandatory
031	When the system identifies a “match” or a “hit” of the license plate, the following additional data shall be displayed in a timely manner on the system’s Hit Screen: **The system Administrator shall have The capability to define The police department’s database/s and assign a color code and priority level to each database to be used when a ‘match’ or a ‘hit’ occurs, i.e., stolen vehicles, stolen license plates, sexual predators, armed felon suspects, registered parolees, etc. **All narrative text, if any, from the database where the “match” occurred	Database Architecture/System Administration Toolkit	Mandatory	Mandatory
032	The system shall provide the system Administrator: **The ability to customize audible alerts to differentiate between unique events within the software application **The ability to define which User Groups with defined roles receive alert notifications from a given hotlist	System Administration	Mandatory	Mandatory
033	The system shall provide a transaction history for all system transactions (e.g. add, change, delete) including, but not limited to source, content, user-ID, date and time stamp	System Administration	Mandatory	Mandatory
034	The back office software shall utilize Microsoft SQL Server 2012 or above platform.	Application Architecture	Mandatory	Mandatory
035	The system shall provide all screens, reports, and transactions through a web browser.	Application Architecture	Preferred	Preferred

036	The system shall be compatible with Windows 7 and Windows 8	Application Architecture	Mandatory	Mandatory
037	The system shall provide the ability to encrypt sensitive data and Personally Identifiable Information (PII) being stored in the system. (Reference CJIS Section 5.10.1.2 for encryption standards)	Security & Authentication	Mandatory	Mandatory
038	The system shall provide a migration tool to transport configuration between environments (e.g., Production, Test), could be a tool or backup/restore procedure (Reference CJIS Section 5.10.1.2)	Application Architecture	Mandatory	Mandatory
039	The system shall allow to drop, or purge, data in compliance with retention policies, while ensuring data integrity is intact	Application Architecture	Mandatory	Mandatory
040	The system shall provide the ability to send SMTP email.	Application Architecture	Preferred	Preferred
041	The system shall provide the ability to apply future upgrades and patches without impacting existing application user interface customizations (e.g., user-defined forms/fields, web interface, etc.).	Application Architecture	Mandatory	Mandatory
042	The Vendor shall provide documentation depicting the technical architecture of the components of this solution, including a high-level network architecture diagram.	Application Architecture	Mandatory	Mandatory
043	The Vendor shall provide patches and support for updated web browsers versions within 30 days of new releases of the browsers. At the minimum Vendor shall support: ** Internet Explorer Version 7 or Later ** Firefox version 20 or later.	Application Architecture	Mandatory	Mandatory

044	The application software shall be responsive in comparing a captured license plate against multiple and voluminous databases with less than a 1.5 second response to a query of a database/s containing up to 10,000,000 records.	Performance	Preferred	Preferred
045	The ALPR Processor shall have a minimum operating voltage range of 10.0-16.0V DC.	Performance	Mandatory	Mandatory
046	The system shall provide effective license plate capture at night and in reduced light situations and total darkness with no external lighting required.	Performance	Mandatory	Mandatory
047	The system shall have the capability to capture a still image that includes color rendering	Performance	Preferred	Preferred
048	The system shall have the capability to capture vehicle license plates at speeds up to 130 mph (closing speeds) or better with license plate capture and read accuracy rates (referred to as "system Efficiency") in excess of 85%.	Performance	Mandatory	Mandatory
049	The system (in vehicle) shall be capable of capturing license plates in any of the following modes: (a) an adjacent lane on either side of the police vehicle while driving through traffic and/or parking lots; (b) traffic in an adjacent lane while parked on the side or shoulder of a roadway; (c) any parking application from parallel to perpendicular parked car orientation with respect to the movement of the police vehicle and (d) an adjacent lane to capture the rear license plate of the vehicle as it passes the police unit or vice versa.	Performance	Mandatory	Mandatory
050	The system shall be able to notify officer when image is captured in which particular camera.	Performance	Mandatory	Mandatory
051	The system shall indicate where and when the license plate and the image were taken.	Performance	Mandatory	Mandatory

052	The system shall provide the ability to monitor, track and log system uptime and transaction response times in order to provide information for SLA monitoring.	Performance	Mandatory	Mandatory
053	The system shall have the ability to send notifications to Mobile Digital Computer (MDC). For the Fixed unit, needs to send to someone real time to dispatch or real-time crime center. For mobile/on vehicles, needs to notify vehicle only.	Performance	Preferred	Preferred
054	The system shall successfully read and correctly identify each alphanumeric character. For example, if a registration number on a plate is QD5 E37, the LPR should report QD5 E37	Performance	Mandatory	Mandatory
055	The integrated color and infrared LPR cameras shall not emit any visible light from infrared illuminators.	Performance	Mandatory	Mandatory
056	The system shall have a “self-trigger mode” to detect the presence of lawfully mounted vehicle license plate in the camera’s Field of View (FOV)	Performance	Mandatory	Mandatory
057	The cameras shall be capable of producing multiple license plate images with varying Shutter and Gain Settings to ensure a high quality image regardless of weather or lighting conditions.	Performance	Mandatory	Mandatory
058	The Vendor shall provide an effective grounding/earthing system to minimize the detrimental effects of these electrical surges, maximize network performance and reliability and increased safety. Vendor should be familiar with and follow, at minimum, National Electric Code and IEEE Standards.	Performance	Mandatory	Mandatory
059	The camera configuration shall be capable of switching from one monitoring mode to another via the software application by merely “pressing” the corresponding On-Screen Function Button.	Performance	Preferred	Preferred

060	The system shall have the ability to capture license plate and a color overview image of the vehicle.	Performance	Mandatory	Mandatory
061	The system shall allow for queries to be saved as "favorite", to enable quick and easy access to a data set being used in an investigation.	Performance	Preferred	Preferred
062	The system shall be expandable and scalable for future applications/database connections that will be identified at a later date.	Scalability	Preferred	Preferred
063	The system shall be expandable and scalable for future equipment	Scalability	Mandatory	Mandatory
064	The system shall provide adequate protection of data covered by regulatory or other compliance requirements Criminal Justice Information Services (CJIS) and Personally Identifiable Information(PII)	Security & Authentication	Mandatory	Mandatory
065	The system shall provide the ability to support 256-bit Secure Sockets Layer (SSL) or higher or Transport Layer Security (TLS), between the client browser and all application modules.	Security & Authentication	Mandatory	Mandatory
066	The system shall provide encryption capability for application data exchanged between the front-end user system and the back-end servers, including encrypted authentication. (Reference CJIS Section 5.10.1.2)	Security & Authentication	Mandatory	Mandatory
067	The system shall provide protection against unauthorized access to data by persons and other software programs.	Security & Authentication	Mandatory	Mandatory
068	The system shall allow an administrator to create, activate, or inactivate user access	Security & Authentication	Mandatory	Mandatory
069	Login shall be LDAP or Active Directory integration	Security & Authentication	Preferred	Preferred
070	The system shall able to prevent trivial passwords as following: 1. Be a minimum length of eight (8) characters	Security & Authentication	Mandatory	Mandatory

	<p>with case sensitive, including Letters (upper and lower case), Numbers, Special Characters and making it appear to be a random sequence of letters and numbers</p> <p>2. Not be a dictionary word or proper name</p> <p>3. Not be the same as the Userid</p> <p>4. Expire within a maximum of 90 calendar days</p> <p>5. Not be identical to the previous ten (10) passwords</p> <p>6. Not be transmitted in the clear outside the secure location</p> <p>7. Not be displayed when entered (substituting password character with '*' or '●')</p>			
071	The system shall provide the ability to deny user access after a City-defined number of unsuccessful attempts to logon.	Security & Authentication	Mandatory	Mandatory
072	The system shall provide the ability to log, based on user-defined criteria, each authorized and/or unauthorized access attempt. Log information includes, but is not limited to, user identification, IP address, date, time, transaction type, and type of access (e.g. read, modify).	Security & Authentication	Mandatory	Mandatory
073	The system shall provide the ability to generate summary and detail reports including, but not limited to user access, usage logs, audit logs, failed and/or unauthorized access attempts based on user defined parameters (e.g. audit requirements). The system shall also provide the ability to alert the application administrator when any of these events exceed a specific threshold.	Security & Authentication	Mandatory	Mandatory
074	The Vendor shall conduct a 3rd party annual security assessment of all tiers of its hosting facility, including application servers and network devices. Copies of the security audit reports shall be provided to the City of Austin annually. (ASP	Security & Authentication	Mandatory	Not required

	Hosted)			
075	The proposed solution shall minimize the number of different application ports and protocols to limit exposure and simplify security administration.	Security & Authentication	Mandatory	Mandatory
076	When the Vendor is connected to the City's VPN for solution support purposes, single tunneling shall be required (which means that they are disconnected from their local network during the VPN session).	Security & Authentication	Mandatory	Mandatory
077	The system shall provide the ability to protect Information Technology Security systems from unauthorized access, use, disclosure, disruption, modification, or destruction shall have three criteria: ** Confidentiality: to ensure that information is not disclosed to unauthorized individuals. ** Integrity: to make sure that information and systems are not modified maliciously or accidentally. ** Availability: the reliability and timely access to data and resources by authorized individuals	Security & Authentication	Mandatory	Mandatory
078	Passwords shall NOT be included in automated sign-on procedures, stored unencrypted in cache, or transmitted as clear text over the network.	Security & Authentication	Mandatory	Mandatory
079	For hosted deployment, the solution shall use the Security Assertion Markup Language (SAML) 2.0 or Microsoft Active Directory Federation Services (ADFS) support as the foundation for enterprise-wide identity and authentication management.	Security & Authentication	Preferred	Preferred
080	The solution shall support future releases of the application without rendering the archived data unusable.	Data Storage & Archiving	Mandatory	Mandatory

081	The solution shall be capable of utilizing computer storage devices (SAN).	Data Storage & Archiving	Mandatory	N/A
082	For on-premise deployment, the solution shall use the Amazon Simple Storage Service (S3) application programming interface (API)	Data Storage & Archiving	N/A	Preferred
083	The system shall provide full recovery and system backup capabilities for all online and batch transactions according to City-specified timeframes.	Business Continuity and Disaster Recovery	Mandatory	N/A
084	The system shall provide a touch screen feature to enlarge the vehicle's color overview image so that the user can examine it in order to gain additional information about the overview image or the verification of information.	End-User Interface	Mandatory	Mandatory
085	The system shall provide touch screen navigation capability for the police application GUI.	End-User Interface	Mandatory	Mandatory
086	The system shall provide the customer with the ability to integrate the GUI application to their existing Laptop Computer, MDT or MDC using Client – Server technology in order to minimize processor usage on their existing MDT or MDC so long as the MDT or MDC will support the Client-Server architecture.	End-User Interface	Mandatory	Mandatory
087	The system shall provide the simultaneous display of at least (2) cameras as selected by the User and configured by the system Administrator.	End-User Interface	Mandatory	Mandatory
088	The system shall provide all of the following live, simultaneous video display of data (including Notes if exist) for a minimum of two (2) cameras as selected by the User: ** The IR License Plate Image ** The license plate interpretation or system read ** A corresponding color overview image of the	End-User Interface	Mandatory	Mandatory

	<p>vehicle displaying the captured IR license plate</p> <p>** The captured date and time by the System.</p> <p>** Identification of the Camera capturing the image</p> <p>** The GPS Coordinates for every license plate captured by the system</p>			
089	<p>Even though the system shall provide for the simultaneous display of all Cameras as selected by the user, the system shall also have the capability to be configured whereby up to all 4 cameras are operating simultaneously and matching license plate data against the databases. Customizable screen to simultaneously display 1 or multiple cameras, as setup by the user.</p>	End-User Interface	Preferred	Preferred
090	<p>The Hit Screen shall remain displayed until acknowledged by the officer, and while displayed, the system shall continue to process license plate data in the background and all captured data shall be stored in the system during this interval without any User intervention. In the event that a subsequent “match or hit” should occur while the original Hit Screen is displayed to the officer, the system shall alert the User that a second or subsequent “hit” occurred and the system is waiting for the (User’s) officer’s intervention.</p>	End-User Interface	Mandatory	Mandatory
091	<p>The system shall provide a standard email template to be used for email alert notifications and shall allow customization of that email template.</p>	End-User Interface	Mandatory	Mandatory
092	<p>The system shall have the ability to add information/notes into the ALPR system on the MDC after the initial upload (not to modify the data)</p>	Data Entry Support & On-line Help	Mandatory	Mandatory

093	The system shall be comprised of self-illuminating Infrared (IR) cameras for effective license plate image capture in a variety of weather and lighting conditions.	Environmental	Mandatory	Mandatory
094	The ALPR Processor shall be designed to meet the environmental conditions that include withstanding temperatures of up to 140 °F in cab and 170°F for equipment that is trunk mounted.	Environmental	Mandatory	Mandatory
095	The ALPR processor shall be designed to meet the environmental conditions associated with a static unit, to include power/upload capabilities and solar panels/battery backups for extended use.	Environmental	Preferred	Preferred
096	As part of the Vendor’s system maintenance agreement with the customer, Optical Character Recognition (OCR) updates and/or revisions shall be provided to address changes in the State’s license plate population during the term of the maintenance agreement.	Vendor Support	Mandatory	Mandatory
097	If the customer so requires, the Vendor shall furnish extended warranty/maintenance costs for both hardware and software for up to three (3) years from the date of system installation and replacement parts.	Vendor Support	Mandatory	Mandatory
098	After issuance of the Purchase Order, all hardware and software shall be delivered to the customer site within 4-6 weeks	Vendor Support	Mandatory	Mandatory
099	The successful Vendor shall provide local field support and provide onsite or offsite support, at a minimum, between 8:00 AM – 5:00 PM CST, Monday through Friday.	Vendor Support	Mandatory	Mandatory
100	The successful Vendor shall provide software support onsite or offsite support, at a minimum, 24/7/365.	Vendor Support	Mandatory	Mandatory

101	The Vendor shall serve as a single point of contact, and provide the name, address and telephone number of the individual to contact when both on-site and remote maintenance is required. The Vendor shall further provide escalation procedures and contact names and numbers to be used when normal maintenance procedures are not adequate to resolve problems.	Vendor Support	Mandatory	Mandatory
102	As part of the overall system and functionality, a customized back – office software application shall be provided by the Vendor so the customer can manage all the data collected by each individual police unit, manage the database functions, provide reporting data and manage the user administration functions.	Vendor Support	Mandatory	Mandatory
103	Vendor shall provide the test plan and assist City of Austin in testing the license plate scanner implementation.	Vendor Support	Mandatory	Mandatory
104	The successful Vendor shall provide: ** System installation and/or system installation oversight based upon the customer’s requirements (preferred-wireless) **Role based on-site/customized training for the System Users and the System Administrators ** Post project support, implementation, installation, and modifications AFTER the system has been in use ** The electronic and hard copy training documentation (City will be responsible for providing an environment conducive to learning.)	Vendor Support	Mandatory	Mandatory
105	System documentation such as tips, tricks, and troubleshooting Instruction shall be furnished in electronic format as specified by COA.	Vendor Support	Mandatory	Mandatory
106	The Vendor shall provide variants of the Optical Character Recognition (OCR) Engine that are tailored/designed for a specific State or regional	Vendor Support	Mandatory	Mandatory

	license plate population			
107	The Vendor shall provide the City with all associated/related searchable electronic manuals/user guides and documents covering all supplied equipment as specified by COA.	Vendor Support	Mandatory	Mandatory
108	A "Help menu" shall be available within the front end application to assist the users with the help contents and the search feature	Vendor Support	Preferred	Preferred
109	The Vendor shall provide logical and physical diagrams of the proposed/implemented system as specified by COA.	Vendor Support	Mandatory	Mandatory
110	The Vendor shall provide documentation depicting the technical architecture of the components of this solution, including a high-level network architecture diagram.	Vendor Support	Mandatory	Mandatory
111	If the proposed system is Simple Network Management Protocol (SNMP) compliant, the Vendor shall provide standard Management Information Base (MIB) files for all SNMP-enabled components.	Vendor Support	Preferred	Preferred
112	All components of IT systems with Criminal Justice Information Services (CJIS) connectivity shall be updated with all available Security Hot fixes, Updates and Patches within 30 days of availability. This applies to workstations, servers, laptops, switches, routers, and all other managed IT equipment.	Vendor Support	Mandatory	Mandatory
113	The cameras shall be capable of being permanently attached to the vehicle's emergency light bar (or other low profile manner) to minimize impact on the light bar system without drilling multiple holes or violating the integrity of the roof structure.	Hardware	Mandatory	Mandatory

114	Cameras shall be attached without interfering with visibility of the driver, any standard public safety equipment (ex. digital camera system, light bar).	Hardware	Mandatory	Mandatory
115	There shall be no moving internal parts in the vehicle camera system.	Hardware	Mandatory	Mandatory
116	The ALPR Processor shall control the electrical power source supplied to each of the cameras and provide video connection points for simplified system wiring.	Hardware	Mandatory	Mandatory
117	The cameras shall be sealed to IP67 Standards.	Hardware	Mandatory	Mandatory
118	The selected vendor shall service and support all components of the ALPR system, including cable and connectors and mounting brackets.	Hardware	Mandatory	Mandatory

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1. **PROPOSAL FORMAT**

Prefacing the proposal, the Proposer shall provide an Executive Summary which gives in brief, concise terms, a summation of the proposal. The Executive Summary should include the following information:

- Summation of proposal
- Explanation of the suitability and scalability of the proposed system (10 pages or less)
- Statement of assumptions made in responses

Proposals should include sequentially numbered pages, including a table of contents. The proposal itself shall be organized in the following format and informational sequence:

- A. **Cover Letter**: On agency/organization letterhead, include contact person(s), mailing address, e-mail address, telephone number and fax number for individuals authorized to answer technical, price and/or contract questions.
- B. **Table of Contents**: Table of contents with all pages sequentially numbered
- C. **Business Organization**: Response should include the following:
 - i. Provide your legal firm name, headquarters address, local office addresses if any, and state of incorporation.
 - ii. List the principal officers of the company including name, title, and tenure.
 - iii. Confirm that your firm is legally authorized, pursuant to the requirements of the Texas Statutes, to do business in the State of Texas.
 - iv. List and describe all bankruptcy petitions (voluntary or involuntary) which have been filed by or against your firm, its parent or subsidiaries, predecessor organization(s), or any wholly owned subsidiary during the past five (5) years. Include in the description the disposition of each such petition.
 - v. List all claims, arbitrations, administrative hearings, and lawsuits brought by or against your firm, its predecessor organization(s), or any wholly owned subsidiary during the last five (5) years. The list shall include all case names; case, arbitration, or hearing identification numbers; the name of the project over which the dispute arose; a description of the subject matter of the dispute; and the final outcome of the claim.
 - vi. List and describe all criminal proceedings or hearings concerning business related offenses in which your firm, its principals, officers, predecessor organization(s), or wholly owned subsidiaries were defendants.
 - vii. Has your firm ever failed to complete any work awarded to you? If so, where and why?
 - viii. Has your firm ever been terminated from a contract? If so, where and why?
 - ix. Has your business ever done business using another corporation/company name?

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- D. **Prior Experience & References:** Describe only relevant corporate experience and individual experience for personnel who will be actively engaged in the project. Do not include corporate experience unless personnel assigned to this project actively participated. Do not include experience prior to 2005. Supply the project title, year, project description including details and size to qualify as applicable to this project, detail if project was completed on time and budget as applicable, and include a contact name, title, e-mail address, present address, and phone number of principal person for whom prior projects were accomplished.

In this section, provide a list of public safety or governmental customers that are similar in size to the Austin Police Department (2500 employees or larger). Provide a minimum of three (3) customer references, which are operating a fully functional system of similar scope and magnitude as described in this RFP. All client reference information must be supported and verified. Reference contacts must be aware that they are being used and agreeable to City interview for follow-up. Provide evidence of experience with these projects of similar size, scope, and complexity. The City may solicit from previous clients, or any available sources, relevant information concerning Proposer's record of past performance.

References must include the following information:

- Name of Company
- Number of personnel
- Contact name – sponsor or IT Lead
- Contact address
- Contact telephone number
- Contact e-mail
- System description (hardware and software configuration, version number of software and network configuration)
- Date of system installations

- E. **Personnel:** Include names and qualifications of all professional personnel who will be assigned to this project. State the primary work assigned to each person and the percentage of time each person will devote to this work. Identify key persons by name and title. Provide all resumes.

- F. **Technical Requirements:**

Provide responses to all items in the technical requirements in the Scope of Work Section 0500, Part 4.0, numbers 001-118.

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G. Supplemental Submittal Requirements:

1. General

- 1.1 Describe how the system protects data from security breaches. Include any applicable descriptions of insurance, roles/responsibilities, policies and remediation procedures pertaining to data breach and fraud.
- 1.2 Describe any special knowledge, facilities or personnel relevant to this RFP.
- 1.3 Describe the size, staffing, resources and financial capabilities in place to maintain competitive offerings.

2. Project Management

- 2.1 Describe the proposed methodology including how it will be used in this project. Provide evidence that this approach has resulted in successful projects in the past.
- 2.2 Provide an estimated schedule of work consistent with the statement of work and requirements in this RFP. Describe the anticipated tasks, durations, milestones and resources required for each phase of the project schedule. Specify proposed demarcation of responsibilities between the City and the Vendor.
- 2.3 Describe the availability and skill level of resources for the project, and how resource time, work quality and priorities are managed.
- 2.4 Describe any communication strategies and best practices that would be employed as part of the solution implementation.

3. Testing

- 3.1 Provide an explanation of your testing methodology and explain how this approach will be used in this project. List and describe the tools to be utilized.
- 3.2 Provide samples of recent test plans or scripts that clearly show the process used for testing and system test results.
- 3.3 Provide a detailed test plan that describes how the system will be fully tested against agreed upon use cases, how results will be documented and managed, and how defects will be resolved. Include acceptance criteria or describe how acceptance criteria are established for all areas of testing. Address how testers are prepared for, and conduct: functional, regression, usability, and user acceptance testing. Specify proposed demarcation of responsibilities between the City and the Vendor.

4. Implementation

- 4.1 Provide a Proof of Concept implementation plan based upon the details provided in the Scope of Work Section 0500, Part 3.2. Specify proposed demarcation of responsibilities between the City and the Vendor.
- 4.2 Provide an implementation plan that details steps and timeframes required to implement specific products and services once the proof of concept is accepted. Specify proposed demarcation of responsibilities between the City and the Vendor.

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- 4.3 Describe the specific On-Site implementation services that are offered. The City's preference is that these services are offered from local or regionally based locations.
- 4.4 Describe how the "go-live" will be executed and how affected stakeholders will be prepared for this transition, including knowledge transfer activities. Add any transition/cut-over plan and roll back recommendations that may be relevant to this project. Specify proposed demarcation of responsibilities between the City and the Vendor. The Plan should explicitly include those activities necessary to prepare City personnel for post-implementation roles.
- 4.5 Describe past "go-lives" that were completed successfully including any pertinent lessons learned and best practices.
- 4.6 Describe the best deployment strategy implemented with the proposed solution. Describe limitations to installations that would be pertinent for the City.

5. Training and System Documentation

- 5.1 Describe the training environments and types of training provided to meet the objectives of the project. Specify proposed demarcation of responsibilities between the City and the Vendor.
- 5.2 Describe what kinds of training materials will be provided and how these can be modified for use by City staff to conduct user training. Provide sample of most recent training materials.
- 5.3 Describe the process that will be used to keep users up to speed on new features and system upgrades.
- 5.4 Describe the maintenance and operations documentation that would be delivered for each component of software or equipment in association with the solution.

6. Support and Ongoing Service

- 6.1 Describe the support model that is used to support the system. Specify proposed demarcation of responsibilities between the City and the Vendor. Provide a detailed list of the necessary resources and expertise, complete with personnel job descriptions, which shall be required for the City to maintain the system once implemented.
- 6.2 Provide a detailed five year support and maintenance plan including: methods of contact; support team availability; service levels and escalations; timeframes for supporting or delivering critical security patch updates, updated database or web browser versions after release; software/browsers/hardware supported; updated user guides on all major updates or system changes, and warranty information. Note that remote access to City resources shall only be permitted providing that authorized users (CBI) are authenticated, data is encrypted across the network, and privileges are restricted.
- 6.3 Describe the roles/responsibilities and accountability (i.e. Service Level Agreements) with any sub-contractors connected with the system, including its implementation and support.
- 6.4 Describe any planned releases and roadmaps associated with expanding or improving the system in the future.

I. Local Business Presence:

The City seeks opportunities for businesses in the Austin Corporate City Limits to participate on City contracts. A firm (Offeror or Subcontractor) is considered to have a Local Business Presence if the firm is headquartered in the Austin Corporate City Limits, or has a branch office located in the Austin Corporate City Limits in

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operation for the last five (5) years. The City defines headquarters as the administrative center where most of the important functions and full responsibility for managing and coordinating the business activities of the firm are located. The City defines branch office as a smaller, remotely located office that is separate from a firm's headquarters that offers the services requested and required under this solicitation. Points will be awarded through a combination of the Offeror's Local Business Presence and/or the Local Business Presence of their subcontractors. Evaluation of the Team's Percentage of Local Business Presence will be based on the dollar amount of work as reflected in the Offeror's MBE/WBE Compliance Plan or MBE/WBE Utilization Plan. Specify if and by which definition the Offeror or Subcontractor(s) have a local business presence.

- J. Proposal Acceptance Period:** All proposals are valid for a period of one hundred and eighty (**180**) calendar days subsequent to the RFP closing date unless a longer acceptance period is offered in the proposal.
- K. Proprietary Information:** All material submitted to the City becomes public property and is subject to the Texas Open Records Act upon receipt. If a Proposer does not desire proprietary information in the proposal to be disclosed, each page must be identified and marked proprietary at time of submittal. The City will, to the extent allowed by law, endeavor to protect such information from disclosure. The final decision as to what information must be disclosed, however, lies with the Texas Attorney General. Failure to identify proprietary information will result in all unmarked sections being deemed non-proprietary and available upon public request.
- L. Authorized Negotiator:** Include name, e-mail address, physical address, and telephone number of person in your organization authorized to negotiate Contract terms and render binding decisions on Contract matters.
- M. Cost Proposal:** Information described in the following subsections is required from each Proposer. Your method of costing may or may not be used but should be described. A firm fixed price or not-to-exceed Contract is contemplated, with progress payments as mutually determined to be appropriate. Ten percent (10%) of the total contractual price for the initial purchase and implementation will be retained until submission and acceptance of all work products.

Proposer must submit the completed cost proposal spreadsheet provided in Attachment A

Proposer must provide the Proof of Concept costs associated with this project.

Proposer must provide full implementation costs associated with this project, to include:

- Hardware
- Software
- Third-party software (if applicable)
- Implementation
- Interface/Integration
- Documentation
- Project Management Services
- Annual Maintenance & Support (for four years following final acceptance and the warranty period)
- Others (if applicable)

Along with the cost proposal, provide a proposed payment schedule with deliverables and acceptance criteria for each.

- i. Travel expenses. All travel lodging expenses in connection with the Contract for which reimbursement may be claimed by the Contractor under the terms of the Solicitation will be

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reviewed against the City's Travel Policy as published and maintained by the City's Controller's Office and the Current United States General Services Administration Domestic Per Diem Rates (the "Rates") as published and maintained on the Internet at:

<http://www.gsa.gov/portal/category/100120>

No amounts in excess of the Travel Policy or Rates shall be paid. All invoices must be accompanied by copies of detailed receipts (e.g. hotel bills, airline tickets). No reimbursement will be made for expenses not actually incurred. Airline fares in excess of coach or economy will not be reimbursed. Mileage charges may not exceed the amount permitted as a deduction in any year under the Internal Revenue Code or Regulations.

2. EXCEPTIONS:

Be advised that exceptions to any portion of the Solicitation may jeopardize acceptance of the Proposal. Provide a "Matrix of Exceptions" to the requirements of the RFP. Identify the requirement, describe the nature of the deviation and provide an explanation or an alternative. This matrix shall include any exceptions for all sections of the RFP and Scope of Work.

3. PROPOSAL PREPARATION COSTS:

All costs directly or indirectly related to preparation of a response to the RFP or any oral presentation required to supplement and/or clarify a proposal which may be required by the City shall be the sole responsibility of the Proposer.

4. EVALUATION FACTORS AND AWARD

A. **Competitive Selection:** This procurement will comply with applicable City Policy. The successful Proposer will be selected by the City on a rational basis. Evaluation factors outlined in Paragraph B below shall be applied to all eligible, responsive Proposers in comparing proposals and selecting the Best Offeror. Award of a Contract may be made without discussion with Proposers after proposals are received. Proposals should, therefore, be submitted on the most favorable terms.

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B. Phase 1 Evaluation Factors:

i. Based upon the written proposals provided. Maximum 100 points

Evaluation Factor No.	Title	Maximum Point Value
1	Total Cost of Proposal	20
2	Technical Requirements	25
3	Supplemental Submittal Requirements	30
4	Personnel Qualifications	15
5	Local Business Presence	10

(1) Total Cost Proposed – 20 points, Attachment A

- Proposer with lowest cost to the City will be given maximum number of points, remainder given on a percentage ratio basis

(2) Technical Requirements Responses (As per Section 0500, Part 4.0- 25 points

- Responses to Technical Requirements should be recorded in the **JXH0506 APPENDIX A-ALPR Technical Requirements**. There should be a response to every listed requirement.

(3) Supplemental Requirements Proposed (As per Section H above) – 30 points

- General
- Project Management
- Testing
- Implementation
- Training and System Documentation
- Support and Ongoing Services

(4) Personnel Qualifications – 15 points

- Evidence of experience with similar projects of similar size, scope and complexity
- References
- Resume reviews

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(5) Local Business Presence – 10 points

Team's Local Business Presence	Points Awarded
Local business presence of 90% to 100%	10
Local business presence of 75% to 89%	8
Local business presence of 50% to 74%	6
Local business presence of 25% to 49%	4
Local presence of between 1 and 24%	2
No local presence	0

The City reserves the right to require short listed vendors selected for demonstrations or presentations to provide a minimum of two (2) most recent years of audited annual reports that evidence the financial health of the organization. In the event that audited financial statements cannot be provided, the Vendor must provide financial information that will enable the City to accurately assess financial stability and viability. Vendors unwilling to provide this information or whose financial information is deemed as not demonstrating financial stability will not be considered for award.

1. ATTACHMENT A: COST PROPOSAL

The City anticipates purchasing any additional servers, storage solutions, and associated system software through existing contracts, when possible. Vendors may include items as alternates for consideration; however, all specifications, unit pricing, discount pricing, installation, and warranty information shall be clearly provided and described. Regardless of how the required hardware and system software are purchased, the Vendors shall accept responsibility for defining the technical requirements, anticipated costs and associated configuration required to meet the City's stated objectives.

1.1 Proof of Concept Cost

Vendors shall submit a detailed breakdown of costs that will be required for the Proof of Concept phase. In the proof of concept phase, the equipment need not be permanently installed in the interest of time and testing. However, the equipment purchased as part of this phase should be re-useable within the full implementation, as appropriate.

Description	Cost Detail	Qty.	Cost per unit	Extended Price
Proof of Concept Implementation Services	Itemize the Implementation Services to be provided			
	Project Management			
	Engineering Services			
Back-End Equipment				
	Itemized Hardware			
	Itemized Software			
	Installation			
	Configuration			
	Integration with Interfaces			
Front-End Equipment/integration with mobile data computers (MDCs)				
	Itemized Hardware, include models			
	Itemized Software			
	Configuration			
	Integration with Interfaces			
Three (3) in-vehicle mobile installations, including equipment				
	Itemized Hardware, include models			
	Installation in Police Interceptor (Ford Taurus 2013)			

	Installation in Police Utility Interceptor (2013 Ford Explorer)			
	Installation in Police Interceptor (2011 Ford Crown Victoria)			
One (1) trailer installation, including equipment, power, backup power, network transport, and any required grounding				
	Itemized Hardware, include models			
	Itemized Network Transport equipment			
	Power Requirements			
	Equipment Installation			
	Training material development			
Other Costs if Required*				
	Itemize and detail these costs			
Total Cost				

* Vendors shall include a detailed breakdown of other specific costs not referenced above and any customization or third-party software required to test the proof of concept.

1.2 Full Implementation Cost

Vendors shall submit a detailed breakdown of costs and services included as part of the project. Please use the following table as a guide for your pricing, adding rows as needed. Vendors shall describe any known limitations to systems or equipment in the response. Vendors shall also identify if there is a quantity threshold that will provide the City with a quantity discount.

Description	Cost Detail	Qty.	Cost per unit	Extended Price
Implementation Services	Itemize the Implementation Services to be provided			
	Project Management			
	Engineering Services			
Back-End Equipment				
	Itemized Hardware			
	Itemized Software			
	Installation			

	Configuration			
	Integration with Interfaces			
Describe known limitations to back-end equipment installations.				
Front-End Equipment/integration with mobile data computers (MDCs)				
	Itemized Hardware, include models			
	Itemized Software			
	Configuration			
	Integration with Interfaces			
Describe known limitations to front-end equipment installations.				
Detail any requirements on operating temperatures for front-end equipment.				
In-vehicle mobile installation, including equipment				
	Itemized Hardware, include models			
	Installation in Police Interceptor (Ford Taurus)			
	Installation in Police Utility Interceptor (Ford Explorer)			
	Installation in Police Interceptor (Ford Crown Victoria)			
	ALPR CPU (microprocessor) dimensions			
	Power Requirements			
Describe any known limitations to vehicle installations.				
Detail any requirements on operating temperatures for this type of installation.				
Trailer installation, including equipment, power, backup power, network transport and any required grounding				
	Itemized Hardware, include models			
	Itemized Network Transport equipment			
	Power Requirements			
Describe any known limitations to mobile trailer installations.				

Detail any requirements on operating temperatures for this type of installation.				
Fixed mounted installation, including equipment, power, backup power, network transport and any required grounding				
	Itemized Hardware, include models			
	Itemized Network Transport equipment			
	Power Requirements			
Describe any known limitations to fixed mounted installations (structure mounts, height restrictions, etc.). Ideal installation will be on highway overpasses or fixed to metal poles.				
Detail any requirements on operating temperatures for this type of installation.				
Training				
	End-User Train-the-trainer			
	Administrator			
	Equipment Installation			
	Training material development			
Other Costs if Required*				
	Itemize and detail these costs			
Total Cost				

* Vendors shall include a detailed breakdown of other specific costs not referenced above and any customization or third-party software required to meet project requirements.

1.3 Software and Maintenance Cost

Description	Year One Cost	Year Two Cost	Year Three Cost	Year Four Cost	Year Five Cost
Software					
Licensing					
Hosting Fees (if Vendor is hosting)					

Annual Maintenance and Support					
Other Costs if Required*					
Per Year Total					

* Vendors shall include a detailed breakdown of other specific costs not referenced above and any customization or third-party software required to meet project requirements.

1.4 Additional Services, Custom Development

Vendors shall provide fixed hourly rate for custom development requested by the City of Austin for software functionality not included in the base software licensing agreement for Years Two through Five. Please use the following table as a guide for your pricing,

Description	Year Two	Year Three	Year Four	Year Five
Customer Requested Development (fixed per hour cost)				

Vendors shall provide description of any complementary solutions that may benefit the City of Austin, including functional descriptions and costs. (Note: The cost of any complementary items will not be considered as part of the total cost of the proposal.)



Appendix A: Technical Requirements

ALPR Technical Requirements

City of Austin

ALPR Technical Requirements					One Response per Requirement						Module / Solution - Is the requirement fulfilled by a specific Module outside of the core system, or is there a third-party solution? Answer YES or NO If YES please add specific	Vendor Response
ID #	Requirements	Category	Priority (Mandatory / Preferred)		Y	G	C	F	3	N		
			Hosted	Not Hosted								
001	The application software shall be capable of supporting multiple "hot list" databases including but not limited to: ** TCIC stolen vehicles and vehicle of interest lists/database (Texas Crime Information Center) ** NCIC stolen vehicles and vehicles of interest lists/databases (National Crime Information Center) ** Local stolen vehicles and vehicles of interest lists/databases ** Registered Sex Offenders vehicles ** Local Wanted persons ** FBI's Most Wanted	Database Architecture	Mandatory	Mandatory								
002	The data file transfer shall be accomplished by either Ethernet or Wireless (hot lists)	Network Architecture	Mandatory	Mandatory								
003	The system shall provide the authorized users (per their roles) the ability to access into the back end remotely to view, retrieve, or store data for analysis and reporting.	Network/Database Architecture	Mandatory	Mandatory								
004	The system shall provide the ability for Detectives and authorized Austin Police Department personnel to access information previously obtained by the system, via computers on the City network or on an active Mobile Digital Computer MDC	Network/Database Architecture	VIA WEB: Preferred Fat Client: Mandatory	VIA WEB: Preferred Fat Client: Mandatory								

ALPR Technical Requirements					One Response per Requirement						Module / Solution - Is the requirement fulfilled by a specific Module outside of the core system, or is there a third-party solution? Answer YES or NO If YES please add specific	Vendor Response
ID #	Requirements	Category	Priority (Mandatory / Preferred)		Y	G	C	F	3	N		
			Hosted	Not Hosted								
005	The system shall provide multi-server network environment to facilitate the sharing of standard data between other police agencies (HIDTA, RR, etc.) as defined by the System Administrator.	Network/Database Architecture	Mandatory	Mandatory								
006	The system shall provide the ability to perform a full or partial license plate query against the databases.	Database Architecture	Mandatory	Mandatory								
007	The system shall provide any authorized user the ability to query for license plate data based upon time, date, location of capture, and the employee (user/officer) number	Database Architecture	Mandatory	Mandatory								
008	The system shall provide multiple methods for downloading and uploading information between the vehicle's mobile digital computer (MDC) and the back – office application - should be Wireless	Network/Database Architecture	Mandatory	Mandatory								
009	The system shall provide the officer with the capability to manually enter a license plate for the purpose of searching that license plate against the system's database/s.	Database Architecture	Mandatory	Mandatory								

ALPR Technical Requirements					One Response per Requirement						Module / Solution - Is the requirement fulfilled by a specific Module outside of the core system, or is there a third-party solution? Answer YES or NO If YES please add specific	Vendor Response
ID #	Requirements	Category	Priority (Mandatory / Preferred)		Y	G	C	F	3	N		
			Hosted	Not Hosted								
010	The system shall have the feature that allows "hot list" databases to be created by authorized users and the authorized users shall have the capability to add license plate data to the system's database/s while in the field. All license plate data added by the authorized user will remain a part of the selected database until the database is 'overwritten' by the System Administrator or by a new or updated database/s.	Database Architecture/System Administration Toolkit	Mandatory	Mandatory								
011	The system shall provide standard data extraction Application Program Interface (API) to allow import and export of data to other systems.	Database Architecture	Preferred - tech	Preferred - tech								
012	The system shall provide the ability to import and export information to/from external applications and formats including but not limited to the following: <ul style="list-style-type: none"> o MS Excel o XML o Comma delimited 	Database Architecture	Mandatory	Mandatory								
013	The system shall provide Structured Query Language (SQL) capabilities for database queries.	Database Architecture	Preferred	Preferred								

ALPR Technical Requirements					One Response per Requirement						Module / Solution - Is the requirement fulfilled by a specific Module outside of the core system, or is there a third-party solution? Answer YES or NO If YES please add specific	Vendor Response
ID #	Requirements	Category	Priority (Mandatory / Preferred)		Y	G	C	F	3	N		
			Hosted	Not Hosted								
014	The back end system shall provide the ability to exchange database information using industry accepted standard and format including XML.	Database Architecture	Mandatory	Mandatory								
015	The system shall provide utilities for database performance monitoring and optimization.	Database Architecture	Mandatory - (should be included to provide statistics)	Not required (City takes care of this part)								
016	The system shall provide database backup and recovery tools to support the organization database recovery plan and procedures. Backup copies of the database and documentation on how often this occurs should be provided upon request	Database Architecture	Mandatory	Not required City takes care of with SLA								
017	The system shall provide the following database features: ** Simultaneous access to data by concurrent users ** Row level locking ** Automatic query optimization (e.g. indexing) ** Views Multiprocessor query execution	Database Architecture	Mandatory	Mandatory								

ALPR Technical Requirements					One Response per Requirement						Module / Solution - Is the requirement fulfilled by a specific Module outside of the core system, or is there a third-party solution? Answer YES or NO If YES please add specific	Vendor Response
ID #	Requirements	Category	Priority (Mandatory / Preferred)		Y	G	C	F	3	N		
			Hosted	Not Hosted								
018	The system shall provide the ability to perform database maintenance including, but not limited to backup and upgrades without requiring system downtime during core business hours.	Database Architecture	Mandatory	Mandatory								
019	The system shall have integration with virtualized (VMWare) server and database infrastructures.	Network Architecture	Preferred	Mandatory								
020	The proposed solution shall NOT require static network routes.	Network Architecture	Mandatory	Mandatory								
021	The proposed solution shall be capable of operating over routed sub networks (does not require components to be co-located on the same sub network).	Network Architecture	Mandatory	Mandatory								
022	The system shall provide the ability to utilize a mapping function to plot or identify the location of all "hits."	GIS	Mandatory	Mandatory								
023	The system shall use Esri Standard Shapefile and be Esri Compatible for GIS.	GIS	Preferred	Preferred								

ALPR Technical Requirements					One Response per Requirement						Module / Solution - Is the requirement fulfilled by a specific Module outside of the core system, or is there a third-party solution? Answer YES or NO If YES please add specific	Vendor Response
ID #	Requirements	Category	Priority (Mandatory / Preferred)		Y	G	C	F	3	N		
			Hosted	Not Hosted								
024	If the proposed solution requires access to GIS data or an interface to the City's GIS system, the Vendor shall specify all spatial software components required, with version(s) supported.	GIS	Mandatory	Mandatory								
025	Simple Mail Transfer Protocol (SMTP) messages leaving the system shall originate from a server and not the client.	General	Mandatory	Mandatory								
026	The system shall provide the ability to assign priorities to the various databases utilized by each police agency.	Database Architecture/System Administration Toolkit	Mandatory	Mandatory								
027	The system shall provide the system Administrator with the ability to import national and local databases.	Database Architecture/System Administration Toolkit	Mandatory	Mandatory								
028	The system shall provide application security via a User Name and Password for each User as determined by the system Administrator.	System Administration	Mandatory	Mandatory								
029	The system shall provide the system Administrator with the ability to determine system user access levels based upon user responsibilities.	System Administration	Mandatory	Mandatory								

ALPR Technical Requirements					One Response per Requirement						Module / Solution - Is the requirement fulfilled by a specific Module outside of the core system, or is there a third-party solution? Answer YES or NO If YES please add specific	Vendor Response	
ID #	Requirements	Category	Priority (Mandatory / Preferred)		Y	G	C	F	3	N			
			Hosted	Not Hosted									
030	The system shall provide a "Rules" Feature whereby the system Administrator can define license plate numbers and/or characters that can be interpreted in different variations or "rules."	System Administration	Mandatory	Mandatory									
031	When the system identifies a "match" or a "hit" of the license plate, the following additional data shall be displayed in a timely manner on the system's Hit Screen: **The system Administrator shall have The capability to define The police department's database/s and assign a color code and priority level to each database to be used when a 'match' or a 'hit' occurs, i.e., stolen vehicles, stolen license plates, sexual predators, armed felon suspects, registered parolees, etc. **All narrative text, if any, from the database where the "match" occurred	Database Architecture/System Administration Toolkit	Mandatory	Mandatory									
032	The system shall provide the system Administrator: **The ability to customize audible alerts to differentiate between unique events within the software application **The ability to define which User Groups with defined roles receive alert notifications from a given hotlist	System Administration	Mandatory	Mandatory									

ALPR Technical Requirements					One Response per Requirement						Module / Solution - Is the requirement fulfilled by a specific Module outside of the core system, or is there a third-party solution? Answer YES or NO If YES please add specific	Vendor Response
ID #	Requirements	Category	Priority (Mandatory / Preferred)		Y	G	C	F	3	N		
			Hosted	Not Hosted								
033	The system shall provide a transaction history for all system transactions (e.g. add, change, delete) including, but not limited to source, content, user-ID, date and time stamp	System Administration	Mandatory	Mandatory								
034	The back office software shall utilize Microsoft SQL Server 2012 or above platform.	Application Architecture	Mandatory	Mandatory								
035	The system shall provide all screens, reports, and transactions through a web browser.	Application Architecture	Preferred	Preferred								
036	The system shall be compatible with Windows 7 and Windows 8	Application Architecture	Mandatory	Mandatory								
037	The system shall provide the ability to encrypt any sensitive data Criminal Justice Information Services (CJIS) and Personally Identifiable Information(PII) being stored in the system	Security & Authentication	Mandatory	Mandatory								
038	The system shall provide a migration tool to transport configuration between environments (e.g., Production, Test), could be a tool or backup/restore procedure	Application Architecture	Mandatory	Mandatory								

ALPR Technical Requirements					One Response per Requirement						Module / Solution - Is the requirement fulfilled by a specific Module outside of the core system, or is there a third-party solution? Answer YES or NO If YES please add specific	Vendor Response
ID #	Requirements	Category	Priority (Mandatory / Preferred)		Y	G	C	F	3	N		
			Hosted	Not Hosted								
039	The system shall allow to drop, or purge, data in compliance with retention policies, while ensuring data integrity is intact	Application Architecture	Mandatory	Mandatory								
040	The system shall provide the ability to integrate with the City e-mail systems (e.g. Exchange, SMTP compliant).	Application Architecture	Preferred	Preferred								
041	The system shall provide the ability to apply future upgrades and patches without impacting existing application user interface customizations (e.g., user-defined forms/fields, web interface, etc.).	Application Architecture	Mandatory	Mandatory								
042	The Vendor shall provide documentation depicting the technical architecture of the components of this solution, including a high-level network architecture diagram.	Application Architecture	Mandatory	Mandatory								
043	The Vendor shall provide patches and support for updated web browsers versions within 30 days of new releases of the browsers. At the minimum Vendor shall support: ** Internet Explorer Version 7 or Later ** Firefox version 20 or later.	Application Architecture	Mandatory	Mandatory								

ALPR Technical Requirements					One Response per Requirement						Module / Solution - Is the requirement fulfilled by a specific Module outside of the core system, or is there a third-party solution? Answer YES or NO If YES please add specific	Vendor Response
ID #	Requirements	Category	Priority (Mandatory / Preferred)		Y	G	C	F	3	N		
			Hosted	Not Hosted								
044	The application software shall be responsive in comparing a captured license plate against multiple and voluminous databases with less than a 1.5 second response to a query of a database/s containing up to 10,000,000 records.	Performance	Preferred	Preferred								
045	The ALPR Processor shall have a minimum operating input range of 10.0-16.0V DC..	Performance	Mandatory	Mandatory								
046	The system shall provide effective license plate capture at night and in reduced light situations and total darkness with no external lighting required.	Performance	Mandatory	Mandatory								
047	The system shall have the capability to capture a still image that includes color rendering	Performance	Preferred	Preferred								
048	The system shall have the capability to capture vehicle license plates at speeds up to 130 mph (closing speeds) or greater with license plate capture and read accuracy rates (referred to as "system Efficiency") in excess of 85%.	Performance	Mandatory	Mandatory								

ALPR Technical Requirements					One Response per Requirement						Module / Solution - Is the requirement fulfilled by a specific Module outside of the core system, or is there a third-party solution? Answer YES or NO If YES please add specific	Vendor Response
ID #	Requirements	Category	Priority (Mandatory / Preferred)		Y	G	C	F	3	N		
			Hosted	Not Hosted								
049	The system (in vehicle) shall be capable of capturing license plates in any of the following modes: (a) an adjacent lane on either side of the police vehicle while driving through traffic and/or parking lots; (b) traffic in an adjacent lane while parked on the side or shoulder of a roadway; (c) any parking application from parallel to perpendicular parked car orientation with respect to the movement of the police vehicle and (d) an adjacent lane to capture the rear license plate of the vehicle as it passes the police unit or vice versa.	Performance	Mandatory	Mandatory								
050	The system shall be able to notify officer when image is captured in which particular camera.	Performance	Mandatory	Mandatory								
051	The system shall indicate where and when the license plate and the image were taken.	Performance	Mandatory	Mandatory								
052	The system shall provide the ability to monitor, track and log system uptime and transaction response times in order to provide information for SLA monitoring.	Performance	Mandatory	Mandatory								

ALPR Technical Requirements					One Response per Requirement						Module / Solution - Is the requirement fulfilled by a specific Module outside of the core system, or is there a third-party solution? Answer YES or NO If YES please add specific	Vendor Response
ID #	Requirements	Category	Priority (Mandatory / Preferred)		Y	G	C	F	3	N		
			Hosted	Not Hosted								
053	The system shall have the ability to send notifications to Mobile Digital Computer (MDC). For the Fixed unit, needs to send to someone real time to HALO, dispatch, or real-time crime. For mobile/on vehicles, needs to notify vehicle only.	Performance	Preferred	Preferred								
054	The system shall successfully read and correctly identify each alphanumeric character. For example, if a registration number on a plate is QD5 E37, the LPR should report QD5 E37	Performance	Mandatory	Mandatory								
055	The integrated color and infrared LPR cameras shall not emit any visible light from infrared illuminators.	Performance	Mandatory	Mandatory								
056	The system shall have a "self-trigger mode" to detect the presence of lawfully mounted vehicle license plate in the camera's Field of View (FOV)	Performance	Mandatory	Mandatory								
057	The cameras shall be capable of producing multiple license plate images with varying Shutter and Gain Settings to ensure a high quality image regardless of weather or lighting conditions.	Performance	Mandatory	Mandatory								

ALPR Technical Requirements					One Response per Requirement						Module / Solution - Is the requirement fulfilled by a specific Module outside of the core system, or is there a third-party solution? Answer YES or NO If YES please add specific	Vendor Response
ID #	Requirements	Category	Priority (Mandatory / Preferred)		Y	G	C	F	3	N		
			Hosted	Not Hosted								
058	The Vendor shall provide an effective grounding/earthing system to minimize the detrimental effects of these electrical surges, maximize network performance and reliability and increased safety. Vendor should be familiar with and follow, at minimum, National Electric Code and IEEE Standards.	Performance	Mandatory	Mandatory								
059	The camera configuration shall be capable of switching from one monitoring mode to another via the software application by merely "pressing" the corresponding On-Screen Function Button.	Performance	Preferred	Preferred								
060	The system shall have the ability to capture license plate and a color overview image of the vehicle.	Performance	Mandatory	Mandatory								
061	The system shall allow for queries to be saved as "favorite", to enable quick and easy access to a data set being used in an investigation.	Performance	Preferred	Preferred								
062	The system shall be expandable and scalable for future applications/database connections that will be identified at a later date.	Scalability	Preferred	Preferred								

ALPR Technical Requirements					One Response per Requirement						Module / Solution - Is the requirement fulfilled by a specific Module outside of the core system, or is there a third-party solution? Answer YES or NO If YES please add specific	Vendor Response
ID #	Requirements	Category	Priority (Mandatory / Preferred)		Y	G	C	F	3	N		
			Hosted	Not Hosted								
063	The system shall be expandable and scalable for future equipment	Scalability	Mandatory	Mandatory								
064	The system shall provide adequate protection of data covered by regulatory or other compliance requirements (ex. Criminal Justice Information System (CJIS)).	Security & Authentication	Mandatory	Mandatory								
065	The system shall provide the ability to support 256-bit Secure Sockets Layer (SSL) or higher or Transport Layer Security (TLS), between the client browser and all application modules.	Security & Authentication	Mandatory	Mandatory								
066	The system shall provide encryption capability for application data exchanged between the front-end user system and the back-end servers, including encrypted authentication.	Security & Authentication	Mandatory	Mandatory								
067	The system shall provide protection against unauthorized access to data by persons and other software programs.	Security & Authentication	Mandatory	Mandatory								
068	The system shall allow an administrator to create, activate, or inactivate user access	Security & Authentication	Mandatory	Mandatory								
069	Login shall be LDAP or Active Directory integration	Security & Authentication	Preferred	Preferred								

ALPR Technical Requirements					One Response per Requirement						Module / Solution - Is the requirement fulfilled by a specific Module outside of the core system, or is there a third-party solution? Answer YES or NO If YES please add specific	Vendor Response
ID #	Requirements	Category	Priority (Mandatory / Preferred)		Y	G	C	F	3	N		
			Hosted	Not Hosted								
070	The system shall able to prevent trivial passwords as following: 1. Be a minimum length of eight (8) characters with case sensitive, including Letters (upper and lower case), Numbers, Special Characters and making it appear to be a random sequence of letters and numbers 2. Not be a dictionary word or proper name 3. Not be the same as the Userid 4. Expire within a maximum of 90 calendar days 5. Not be identical to the previous ten (10) passwords 6. Not be transmitted in the clear outside the secure location 7. Not be displayed when entered (substituting password character)	Security & Authentication	Mandatory	Mandatory								
071	The system shall provide the ability to deny user access after a City-defined number of unsuccessful attempts to logon.	Security & Authentication	Mandatory	Mandatory								
072	The system shall provide the ability to log, based on user-defined criteria, each authorized and/or unauthorized access attempt. Log information includes, but is not limited to, user identification, IP address, date, time, transaction type, and type of access (e.g. read, modify).	Security & Authentication	Mandatory	Mandatory								

ALPR Technical Requirements					One Response per Requirement						Module / Solution - Is the requirement fulfilled by a specific Module outside of the core system, or is there a third-party solution? Answer YES or NO If YES please add specific	Vendor Response
ID #	Requirements	Category	Priority (Mandatory / Preferred)		Y	G	C	F	3	N		
			Hosted	Not Hosted								
073	The system shall provide the ability to generate summary and detail reports including, but not limited to user access, usage logs, audit logs, failed and/or unauthorized access attempts based on user defined parameters (e.g. audit requirements). The system shall also provide the ability to alert the application administrator when any of these events exceed a specific threshold.	Security & Authentication	Mandatory	Mandatory								
074	The Vendor shall conduct a 3rd party annual security assessment of all tiers of its hosting facility, including application servers and network devices. Copies of the security audit reports shall be provided to the City of Austin annually. (ASP Hosted)	Security & Authentication	Mandatory	Not required								
075	The proposed solution shall minimize the number of different application ports and protocols to limit exposure and simplify security administration.	Security & Authentication	Mandatory	Mandatory								
076	When the Vendor is connected to the City's VPN for solution support purposes, single tunneling shall be required (which means that they are disconnected from their local network during the VPN session).	Security & Authentication	Mandatory	Mandatory								

ALPR Technical Requirements					One Response per Requirement						Module / Solution - Is the requirement fulfilled by a specific Module outside of the core system, or is there a third-party solution? Answer YES or NO If YES please add specific	Vendor Response
ID #	Requirements	Category	Priority (Mandatory / Preferred)		Y	G	C	F	3	N		
			Hosted	Not Hosted								
077	The system shall provide the ability to protect Information Technology Security systems from unauthorized access, use, disclosure, disruption, modification, or destruction shall have three criteria: ** Confidentiality: to ensure that information is not disclosed to unauthorized individuals ** Integrity: to make sure that information and systems are not modified maliciously or accidentally ** Availability: the reliability and timely access to data and resources by authorized individuals	Security & Authentication	Mandatory	Mandatory								
078	Passwords shall NOT be included in automated sign-on procedures, stored unencrypted in cache, or transmitted as clear text over the network.	Security & Authentication	Mandatory	Mandatory								
079	For hosted deployment, the solution shall use the Security Assertion Markup Language (SAML) 2.0 or Microsoft Active Directory Federation Services (ADFS) support as the foundation for enterprise-wide identity and authentication management.	Security & Authentication	Preferred	Preferred								
080	The solution shall support future releases of the application without rendering the archived data unusable.	Data Storage & Archiving	Mandatory	Mandatory								
081	The solution shall be capable of utilizing computer storage devices (SAN).	Data Storage & Archiving	Mandatory									

ALPR Technical Requirements					One Response per Requirement						Module / Solution - Is the requirement fulfilled by a specific Module outside of the core system, or is there a third-party solution? Answer YES or NO If YES please add specific	Vendor Response
ID #	Requirements	Category	Priority (Mandatory / Preferred)		Y	G	C	F	3	N		
			Hosted	Not Hosted								
082	For on-premise deployment, the solution shall use the Amazon Simple Storage Service (S3) application programming interface (API)	Data Storage & Archiving	N/A	Preferred								
083	The system shall provide full recovery and system backup capabilities for all online and batch transactions according to City-specified timeframes.	Business Continuity and Disaster Recovery	Mandatory									
084	The system shall provide a touch screen feature to enlarge the vehicle's color overview image so that the user can examine it in order to gain additional information about the overview image or the verification of information.	End-User Interface	Mandatory	Mandatory								
085	The system shall provide touch screen navigation capability for the police application GUI.	End-User Interface	Mandatory	Mandatory								
086	The system shall provide the customer with the ability to integrate the GUI application to their existing Laptop Computer, MDT or MDC using Client – Server technology in order to minimize processor usage on their existing MDT or MDC so long as the MDT or MDC will support the Client-Server architecture.	End-User Interface	Mandatory	Mandatory								

ALPR Technical Requirements					One Response per Requirement						Module / Solution - Is the requirement fulfilled by a specific Module outside of the core system, or is there a third-party solution? Answer YES or NO If YES please add specific	Vendor Response
ID #	Requirements	Category	Priority (Mandatory / Preferred)		Y	G	C	F	3	N		
			Hosted	Not Hosted								
087	The system shall provide the simultaneous display of at least (2) cameras as selected by the User and configured by the system Administrator.	End-User Interface	Mandatory	Mandatory								
088	The system shall provide all of the following live, simultaneous video display of data (including Notes if exist) for a minimum of two (2) cameras as selected by the User: ** The IR License Plate Image ** The license plate interpretation or system read ** A corresponding color overview image of the vehicle displaying the captured IR license plate ** The captured date and time by the System ** Identification of the Camera capturing the image ** The GPS Coordinates for every license plate captured by the system	End-User Interface	Mandatory	Mandatory								

ALPR Technical Requirements					One Response per Requirement						Module / Solution - Is the requirement fulfilled by a specific Module outside of the core system, or is there a third-party solution? Answer YES or NO If YES please add specific	Vendor Response
ID #	Requirements	Category	Priority (Mandatory / Preferred)		Y	G	C	F	3	N		
			Hosted	Not Hosted								
089	Even though the system shall provide for the simultaneous display of all Cameras as selected by the user, the system shall also have the capability to be configured whereby up to all 4 cameras are operating simultaneously and matching license plate data against the databases. Customizable screen to simultaneously display 1 or multiple cameras, as setup by the user.	End-User Interface	Preferred	Preferred								
090	The Hit Screen shall remain displayed until acknowledged by the officer, and while displayed, the system shall continue to process license plate data in the background and all captured data shall be stored in the system during this interval without any User intervention. In the event that a subsequent "match or hit" should occur while the original Hit Screen is displayed to the officer, the system shall alert the User that a second or subsequent "hit" occurred and the system is waiting for the (User's) officer's intervention.	End-User Interface	Mandatory	Mandatory								
091	The system shall provide a standard email template to be used for email alert notifications and shall allow customization of that email template.	End-User Interface	Mandatory	Mandatory								
092	The system shall have the ability to add information/notes into the ALPR system on the MDC after the initial upload (not to modify the data)	Data Entry Support & On-line Help	Mandatory	Mandatory								

ALPR Technical Requirements					One Response per Requirement						Module / Solution - Is the requirement fulfilled by a specific Module outside of the core system, or is there a third-party solution? Answer YES or NO If YES please add specific	Vendor Response
ID #	Requirements	Category	Priority (Mandatory / Preferred)		Y	G	C	F	3	N		
			Hosted	Not Hosted								
093	The system shall be comprised of self-illuminating Infrared (IR) cameras for effective license plate image capture in a variety of weather and lighting conditions.	Environmental	Mandatory	Mandatory								
094	The ALPR Processor shall be designed to meet the environmental conditions that include withstanding temperatures of up to 140 °F in cab and 170°F for equipment that is trunk mounted.	Environmental	Mandatory	Mandatory								
095	The ALPR processor shall be designed to meet the environmental conditions associated with a static unit, to include power/upload capabilities and solar panels/battery backups for extended use.	Environmental	Preferred									
096	As part of the Vendor's system maintenance agreement with the customer, Optical Character Recognition (OCR) updates and/or revisions shall be provided to address changes in the State's license plate population during the term of the maintenance agreement.	Vendor Support	Mandatory	Mandatory								
097	If the customer so requires, the Vendor shall furnish extended warranty/maintenance costs for both hardware and software for up to three (3) years from the date of system installation and replacement parts.	Vendor Support	Mandatory	Mandatory								

ALPR Technical Requirements					One Response per Requirement						Module / Solution - Is the requirement fulfilled by a specific Module outside of the core system, or is there a third-party solution? Answer YES or NO If YES please add specific	Vendor Response	
ID #	Requirements	Category	Priority (Mandatory / Preferred)		Y	G	C	F	3	N			
			Hosted	Not Hosted									
098	After issuance of the Purchase Order, all hardware and software shall be delivered to the customer site within 4-6 weeks	Vendor Support	Mandatory	Mandatory									
099	The successful Vendor shall provide local field support and provide onsite or offsite support, at a minimum, between 8:00 AM – 5:00 PM CST, Monday through	Vendor Support	Mandatory	Mandatory									
100	The successful Vendor shall provide software support onsite or offsite support, at a minimum, 24/7/365.	Vendor Support	Mandatory	Mandatory									
101	The Vendor shall serve as a single point of contact, and provide the name, address and telephone number of the individual to contact when both on-site and remote	Vendor Support	Mandatory	Mandatory									
102	As part of the overall system and functionality, a customized back – office software application shall be provided by the Vendor so the customer can manage all the data collected by each individual police unit, manage the database functions, provide reporting data and manage the user administration functions.	Vendor Support	Mandatory	Mandatory									
103	Vendor shall provide the test plan and assist City of Austin in testing the license plate scanner implementation.	Vendor Support	Mandatory	Mandatory									

ALPR Technical Requirements					One Response per Requirement						Module / Solution - Is the requirement fulfilled by a specific Module outside of the core system, or is there a third-party solution? Answer YES or NO If YES please add specific	Vendor Response
ID #	Requirements	Category	Priority (Mandatory / Preferred)		Y	G	C	F	3	N		
			Hosted	Not Hosted								
104	The successful Vendor shall provide: ** System installation and/or system installation oversight based upon the customer's requirements (preferred-wireless) **Role based on-site/customized training for the System Users and the System Administrators ** Post project support, implementation, installation, and modifications AFTER the system has been in use ** The electronic and hard copy training documentation (City will be responsible for providing an environment conducive to learning.)	Vendor Support	Mandatory	Mandatory								
105	System documentation such as tips, tricks, and troubleshooting Instruction shall be furnished in electronic format as specified by COA.	Vendor Support	Mandatory	Mandatory								
106	The Vendor shall provide variants of the Optical Character Recognition (OCR) Engine that are tailored/designed for a specific State or regional license plate population	Vendor Support	Mandatory	Mandatory								
107	The Vendor shall provide the City with all associated/related searchable electronic manuals/user guides and documents covering all supplied equipment as specified by COA.	Vendor Support	Mandatory	Mandatory								
108	A "Help menu" shall be available within the front end application to assist the users with the help contents and the search feature	Vendor Support	Preferred	Preferred								

ALPR Technical Requirements					One Response per Requirement						Module / Solution - Is the requirement fulfilled by a specific Module outside of the core system, or is there a third-party solution? Answer YES or NO If YES please add specific	Vendor Response
ID #	Requirements	Category	Priority (Mandatory / Preferred)		Y	G	C	F	3	N		
			Hosted	Not Hosted								
109	The Vendor shall provide logical and physical diagrams of the proposed/implemented system as specified by COA.	Vendor Support	Mandatory	Mandatory								
110	The Vendor shall provide documentation depicting the technical architecture of the components of this solution, including a high-level network architecture diagram.	Vendor Support	Mandatory	Mandatory								
111	If the proposed system is Simple Network Management Protocol (SNMP) compliant, the Vendor shall provide standard Management Information Base (MIB) files for all SNMP-enabled components.	Vendor Support	Preferred	Preferred								
112	All components of IT systems with Criminal Justice Information Services (CJIS) connectivity shall be updated with all available Security Hot fixes, Updates and Patches within 30 days of availability. This applies to workstations, servers, laptops, switches, routers, and all other managed IT equipment.	Vendor Support	Mandatory	Mandatory								
113	The cameras shall be capable of being permanently attached to the vehicle's emergency light bar (or other low profile manner) to minimize impact on the light bar system without drilling multiple holes or violating the integrity of the roof structure.	Hardware	Mandatory	Mandatory								
114	Cameras shall be attached without interfering with visibility of the driver, any standard public safety equipment (ex. digital camera system, light bar).	Hardware	Mandatory	Mandatory								

ALPR Technical Requirements					One Response per Requirement						Module / Solution - Is the requirement fulfilled by a specific Module outside of the core system, or is there a third-party solution? Answer YES or NO If YES please add specific	Vendor Response
ID #	Requirements	Category	Priority (Mandatory / Preferred)		Y	G	C	F	3	N		
			Hosted	Not Hosted								
115	There shall be no moving internal parts in the vehicle camera system.	Hardware	Mandatory	Mandatory								
116	The ALPR Processor shall control the electrical power source supplied to each of the cameras and provide video connection points for simplified system wiring.	Hardware	Mandatory	Mandatory								
117	The cameras shall be sealed to IP67 Standards.	Hardware	Mandatory	Mandatory								
118		Hardware	Mandatory	Mandatory								

INSTRUCTIONS

Vendors are required to provide responses to columns E through L on tab " Technical Requirements" of this spreadsheet.

Reference the legend below when responding to columns E through J.

Legend

Response	Code	Description
Yes	Y	Yes, the requirement will be met without configuration or customization.
Configuration	G	Yes, the requirement will be met through changes to setting of tables, switches, and rules without modification to the source code. Include any changes to the existing or 'out of the box' workflow functionality.
Customization	C	Yes, the requirement will be met through changes to the existing reports or programs. This would include custom code developed to perform specific functions or validations outside the standard code. Include the creation of a new report, query or workflow that does not exist within the current application.
Future	F	Yes, the requirement will be met by packaged software in a future release. Note: In the "Vendor Response" column, it is required that Offeror provide the month/year when updated software will be available for implementation and whether the update is currently in Beta testing.
Third (3rd) Party	3	Yes, the requirement will be met by a third-party.
No	N	Requirement or service will not be met by Offeror.

Technical Requirements	
	<i>Topic</i>
Technical Architecture	General
	Application Architecture
	Database Architecture
	Integration Architecture
	geographic information system (GIS)
	Network Architecture
	System Administration
Solution Architecture	Scalability
	System Flexibility
	Security & Authentication
	Audit
	Data Storage & Archiving
	System Capacity & Performance
	Business Continuity & Disaster Recovery
Solution Technology	End-User Interface
	Data Entry Support & On-line Help
	Environmental
	Vendor Support Requirements
	Hardware