



COMMONWEALTH OF VIRGINIA
County of Henrico

RFP No. 22-2363-6JMH

DEPARTMENT OF FINANCE
Oscar Knott, CPP, CPPO, VCO
Purchasing Director

July 25, 2022
Request for Proposal ("RFP")
Automatic License Plate Readers

Your firm is invited to submit a proposal to provide Automatic License Plate Readers ("ALPR") in accordance with the enclosed Specifications and General Terms and Conditions. Pursuant to Section 2.2-4304 of the Code of Virginia, this procurement is a cooperative procurement being conducted on behalf of Henrico County and other public bodies.

Your firm's proposal submittal, **consisting of one (1) complete electronic copy and one (1) redacted electronic copy (if applicable) in a "pdf" format**, will be received no later than **August 11, 2022** at **2:30pm** by submission through the Commonwealth of Virginia's electronic procurement platform [eVA](https://eva.virginia.gov/).

Time is of the essence, and any offeror that attempts to submit a proposal after the appointed hour for submission, will be unable to, because eVA automatically closes the solicitation at the appointed time. The time of receipt shall be determined by the time clock in eVA. Offerors are responsible for ensuring that their proposals are submitted in eVA by the deadline indicated.

Nothing herein is intended to exclude any responsible offeror or in any way restrain or restrict competition. On the contrary, all responsible offerors are encouraged to submit proposals. The County of Henrico reserves the right to accept or reject any or all proposals submitted.

Pursuant to Henrico County Code Section 16-43, the award will be made by the Purchasing Director of Henrico County, Virginia.

This RFP and any addenda are available on the County of Henrico website at: <http://henrico.us/finance/divisions/purchasing>, and on eVA at <https://eva.virginia.gov/>.

Should you have any questions concerning this RFP, please contact Justin M. Herbaugh at her034@henrico.us by no later than **August 1, 2022**.

Very truly yours,

Justin M. Herbaugh, VCA, VCO
Procurement Analyst II

I. INTRODUCTION

A. Purpose

The intent and purpose of this Request for Proposal (“RFP”), and the resulting contract, is to obtain services from a qualified firm to provide Automatic License Plate Readers (“ALPR”) in accordance with the Scope of Services section of the solicitation.

B. Background

The County is located in central Virginia in the Greater Richmond Region, covering approximately 245 square miles. The Henrico Police Division (“Henrico Police”) is the primary law enforcement agency in the County and currently provides services for approximately 335,000 citizens and visitors. Henrico Police has multiple operation units and functions including Crash Traffic Team, Animal Protection, Motor Unit, Community Policing Section (Crime Prevention), Marine Patrol Unit, Metro Aviation Unit, Motorist Assistance, and Safety Officer (School Crossing Guards).

Henrico Police currently utilizes Mobile License Plate Readers that are affixed to vehicles and require a vehicle operator to deploy. The Police Division is seeking a product to capture license plate images that is self-contained and does not require a vehicle operator.

II. SCOPE OF SERVICES

A. The Henrico Police Division is seeking qualified companies to provide an automatic license plate reading (ALPR) system and solution. This solution should be a network of fixed site cameras installed and maintained by the chosen Offeror. The following are requirements of the system:

1. The system must leverage solar & battery for power and cellular (LTE) for data communications.
2. The footage must be stored in a secure and encrypted cloud, so the cameras can be quickly and securely accessed from any laptop or phone. The data must be securely stored with a minimum of AES256 encryption.
3. The camera footage must be stored for a minimum of 30 days.
4. The footage must remain property of the Henrico Police Division, who will be able to determine who can have access to review the information.
5. The Successful Offeror cannot sell the data, images or any other information ascertained from the cameras. The Successful Offeror cannot sell or allow access to the system by third parties.
6. The cameras must be able to, at a minimum, capture vehicles traveling up to 75 MPH, day and night, and up to 75 feet away.
7. The technology must uniquely identify the vehicle type, make, and color; and read/store the license plate number.
8. The technology must be able to accept digital images not captured by the system to conduct searches.

9. The system must monitor the cameras' status in real time and at all times, providing immediate notification for problems that arise with the cameras.
10. The cost of maintenance must be included in the original cost. Damaged or stolen cameras will be replaced at the Successful Offeror's cost.
11. Maintenance requests for service must be addressed with a technician on-site within 72 hours, barring extenuating circumstances. The maintenance must occur free of charge.
12. The system must integrate with the FBI's NCIC database of known wanted vehicles.

III. COUNTY RESPONSIBILITIES

The County will designate an individual to act as the County's representative with respect to the work to be performed under this contract. Such individual shall have the authority to transmit instructions, receive information, and interpret and define the County's policies and decisions with respect to the contract.

IV. ANTICIPATED PROCUREMENT SCHEDULE

The following represents the timeline of the process currently anticipated by the County:

Request for Proposal Distributed	July 25, 2022
Questions Due	August 1, 2022
Receive Written Proposals	August 11, 2022 at 2:30 pm
Conduct Oral Interviews with Offerors	August 17, 2022
Negotiations Completed	August 31, 2022
Award Contract	September 1, 2022
Installation Begins	September 15, 2022

V. GENERAL CONTRACT TERMS AND CONDITIONS

A. Annual Appropriations

The contract resulting from this procurement ("Contract") shall be subject to annual appropriations by the Henrico County Board of Supervisors. Should the Board fail to appropriate funds for this Contract, the Contract shall be terminated when existing funds are exhausted. The Successful Offeror ("Successful Offeror" or "Contractor") shall not be entitled to seek redress from the County or its elected officials, officers, agents, employees, or volunteers should the Board of Supervisors fail to make annual appropriations for the Contract.

B. Award of the Contract

1. The County reserves the right to reject any or all proposals and to waive any informalities.
2. The Successful Offeror must, within fifteen (15) calendar days after Contract documents are presented for signature, execute and deliver to the Purchasing office the Contract documents and any other forms or bonds required by the RFP.
3. The Contract resulting from this RFP is not assignable
4. Notice of award or intent to award may also appear on the Purchasing Office website:
<http://henrico.us/finance/divisions/purchasing/>.

C. Collusion

By submitting a proposal in response to this Request for Proposal, each Offeror represents that in the preparation and submission of this proposal, the Offeror did not, either directly or

indirectly, enter into any combination or arrangement with any person, Offeror or corporation or enter into any agreement, participate in any collusion, or otherwise take any action in the restraint of free, competitive bidding in violation of the Sherman Act (15 U.S.C. § 1 et seq.) or Section 59.1-9.1 through 59.1-9.17 or Sections 59.1-68.6 through 59.1-68.8 of the Code of Virginia.

D. Compensation

The Successful Offeror must submit a complete itemized invoice for services that are performed under the Contract. The County shall pay the Successful Offeror for satisfactory compliance with the Contract within forty-five (45) days after receipt of a proper invoice.

E. Controlling Law and Venue

The Contract will be made, entered into, and shall be performed in the County and shall be governed by the applicable laws of the Commonwealth of Virginia without regard to its conflicts of law principles. Any dispute arising out of the Contract, its interpretations, or its performance shall be litigated only in the Henrico County General District Court or the Circuit Court of the County of Henrico, Virginia.

F. Termination by County

1. The County may terminate the Contract for cause or for convenience.
2. Termination for Cause
 - a. If the Successful Offeror fails to perform the Contract, in whole or in part, the County shall give the Successful Offeror written notice of the default and the opportunity to cure it by a stated deadline.
 - b. If the Successful Offeror fails to cure its default by the deadline, then the County may terminate the contract, in whole or in part, by providing written notice of termination to the Successful Offeror. The notice of termination shall state the effective date of termination. A partial termination shall set forth the nature and scope of the termination.
 - c. Unless the notice of termination states otherwise, the Successful Offeror shall stop performing the Contract when it receives the notice of termination.
 - d. An equitable adjustment in the Contract price shall be made for unpaid services satisfactorily rendered and goods satisfactorily delivered before the date the Successful Offeror receives the notice of termination minus the County's cost to complete the Successful Offeror's work. The Successful Offeror shall not be entitled to payment for services rendered or goods delivered after the date the Successful Offeror receives the notice of termination or for reimbursement of any cost the Successful Offeror incurs after the date the Successful Offeror receives the notice of termination. If the County's cost to complete the Successful Offeror's work exceeds the unpaid balance due to the Successful Offeror, the County will not owe the Successful Offeror any money; instead, the Successful Offeror shall pay to the County the difference between the unpaid balance due and the County's cost to complete the work.
 - e. Unless the parties expressly agree in writing otherwise, the County may transmit notices of default and termination for cause by email, USPS First-Class Mail®, or courier or overnight delivery service. The Successful Offeror shall be deemed to be in receipt of any notice emailed on the day the County sends it. The Successful Offeror shall be deemed to be in receipt of any notice the County sends by USPS First-Class Mail® three business days after the date shown in the postmark. The

Successful Offeror shall be deemed to be in receipt of any notice the County sends by courier or overnight delivery service on the date of delivery as confirmed by the courier or overnight delivery service.

- f. If the Successful Offeror receives two notices of default, the County shall not be obligated to give the Successful Offeror the opportunity to cure any subsequent defaults but may terminate the contract in accordance with this section.
 - g. If any act or omission of the Successful Offeror (including the Successful Offeror's employees, agents, subcontractors, and assigns) arising out of the performance of the contract causes any person to suffer bodily injury that involves substantial risk of death, extreme physical pain, protracted and obvious disfigurement, or protracted loss or impairment of the function of a bodily member, organ, or mental faculty, then the County shall not be obligated to give the Successful Offeror the opportunity to cure its default but may terminate the contract in accordance with this section.
 - h. Any remedies this section affords to the County are non-exclusive, and the County may enforce any remedy available at law or in equity in connection with any default of the Successful Offeror. Termination of the Contract for cause does not relieve the Successful Offeror of liability for damages the County sustains because of the Successful Offeror's breach.
3. Termination for Convenience
- a. The County may terminate the Contract, in whole or in part, whenever the Purchasing Director determines that such termination is in the County's best interest.
 - b. The County must give the Successful Offeror written notice of a termination for convenience. The notice must specify the extent to which the Contract is terminated and the effective termination date. The effective termination date shall be at least seven calendar days after the date the County issues the notice of termination for convenience.
 - c. An equitable adjustment in the Contract price shall be made for unpaid services satisfactorily rendered and goods satisfactorily delivered before the date the Successful Offeror receives the notice of termination. The Successful Offeror shall not be entitled to payment for services rendered or goods delivered after the date the Successful Offeror receives the notice of termination, and the Successful Offeror shall not be entitled to payment for any costs it incurs after the date it receives the notice of termination.
 - d. Unless the County's notice specifies otherwise, the Successful Offeror must stop work on the date it receives the notice of termination.
 - e. Unless the parties expressly agree otherwise, the County may transmit notices of termination for convenience by email, USPS First-Class Mail®, or courier or overnight delivery service. The Successful Offeror shall be deemed to be in receipt of any notice emailed on the day the County sends it. The Successful Offeror shall be deemed to be in receipt of any notice sent by USPS First-Class Mail® three business days after the date shown in the postmark. The Successful Offeror shall be deemed to be in receipt of any notice the County sends by courier or overnight delivery service on the date of delivery as confirmed by the courier or overnight delivery service.

G. Drug-Free Workplace to be Maintained by the Contractor (VA. Code §2.2-4312)

- 1. During the performance of this Contract, the Contractor agrees to (i) provide a drug-free workplace for the Contractor's employees; (ii) post in conspicuous places, available to employees and applicants for employment, a statement notifying employees that the

unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana is prohibited in the Contractor's workplace and specifying the actions that will be taken against employees for violations of such prohibition; (iii) state in all solicitations or advertisements for employees placed by or on behalf of the Contractor that the Contractor maintains a drug-free workplace; and (iv) include the provisions of the foregoing clauses in every subcontract or purchase order of over \$10,000, so that the provisions will be binding upon each subcontractor or vendor.

2. For the purposes of this section, "*drug-free workplace*" means a site for the performance of work done in connection with a specific contract awarded to a contractor in accordance with the Virginia Public Procurement Act, the employees of whom are prohibited from engaging in the unlawful manufacture, sale, distribution, dispensation, possession or use of any controlled substance or marijuana during the performance of the contract.

H. Employment Discrimination by Contractor Prohibited

1. Contractor certifies to the County of Henrico, Virginia that it will conform to the provisions of the Federal Civil Rights Act of 1964, as amended, as well as the Virginia Fair Employment Contracting Act of 1975, as amended, where applicable, the Virginians With Disabilities Act, the Americans With Disabilities Act and § 2.2-4311 of the Virginia Public Procurement Act. If the award is made to a faith-based organization, the organization shall not discriminate against any recipient of goods, services, or disbursements made pursuant to the contract on the basis of the recipient's religion, religious belief, refusal to participate in a religious practice, or on the basis of race, age, color, gender or national origin and shall be subject to the same rules as other organizations that contract with public bodies to account for the use of the funds provided; however, if the faith-based organization segregates public funds into separate accounts, only the accounts and programs funded with public funds shall be subject to audit by the public body. (Code of Virginia, § 2.2-4343.1E). During the performance of this Contract, the Contractor agrees as follows (Va. Code § 2.2-4311):
 - a) The Contractor will not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, age, disability, or other basis prohibited by state law relating to discrimination in employment, except where there is a bona fide occupational qualification reasonably necessary to the normal operation of the Contractor. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.
 - b) The Contractor, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, will state that such Contractor is an equal opportunity employer.
 - c) Notices, advertisements and solicitations placed in accordance with federal law, rule or regulation shall be deemed sufficient for the purpose of meeting the requirements of this section.
2. The Contractor will include the provisions of the foregoing subparagraphs (a), (b), and (c) in every subcontract or purchase order of over \$10,000, so that the provisions will be binding upon each subcontractor or vendor.

I. Employment of Unauthorized Aliens Prohibited

As required by Virginia Code §2.2-4311.1, the Contactor does not, and shall not during the performance of this agreement, in the County of Henrico, Virginia knowingly employ an unauthorized alien as defined in the Federal Immigration Reform and Control Act of 1986.

J. Ethics in Public Contracting

Contractor certifies that its proposals are made without collusion or fraud and that they have not offered or received any kickbacks or inducements from any other offeror, supplier, manufacturer or subcontractor in connection with its proposal, and that they have not conferred on any public employee having official responsibility for this procurement transaction any payment, loan, subscription, advance, deposit of money, services or anything of more than nominal value, present or promised, unless consideration of substantially equal or greater value was exchanged.

K. Antitrust

By entering into a contract, the Successful Offeror conveys, sells, assigns, and transfers to the County of Henrico, Virginia all rights, title and interest in and to all causes of action it may now have or hereafter acquire under the antitrust laws of the United States and the Commonwealth of Virginia, relating to the particular services purchased or acquired by the County under the contract.

L. Testing and Inspection

The County reserves the right to conduct any test/inspection it may deem advisable to assure services conform to the specifications.

M. Assignment of Contract

A contract shall not be assignable by the Successful Offeror in whole or in part without the written consent of the County

N. Indemnification

The Successful Offeror agrees to indemnify, defend and hold harmless the County(including Henrico County Public Schools), and the County's officers, agents and employees from any claims, damages, suits, actions, liabilities and costs of any kind or nature, including attorneys' fees, arising from or caused by the provision of any services, the failure to provide any services or the use of any services or materials furnished (or made available) by the Successful Offeror, provided that such liability is not attributable to the County's sole negligence.

O. Insurance Requirements

The Successful Offeror shall maintain insurance to protect itself and the County and the County's elected officials, officers, agents, volunteers and employees from claims under the Workers' Compensation Act, and from any other claim for damages for personal injury, including death, and for damages to property which may arise from the provision of services under the Contract, whether such services are provided by the Successful Offeror or by any subcontractor or anyone directly employed by either of them. Such insurance shall conform to the Insurance Specifications. **(Attachment E).**

P. No Discrimination against Faith-Based Organizations

The County does not discriminate against faith-based organizations as that term is defined in Va. Code § 2.2-4343.1.

Q. Offeror's Performance

1. The Successful Offeror agrees and covenants that its agents and employees shall comply with all County, state and federal laws, rules and regulations applicable to the business to be conducted under the Contract.
2. The Successful Offeror shall ensure that its employees shall observe and exercise all necessary caution and discretion so as to avoid injury to person or damage to property of any and all kinds.
3. The Successful Offeror shall cooperate with County officials in performing the Contract work so that interference with the County's normal operations will be held to a minimalized.
4. The Successful Offeror shall be an independent contractor and shall not be an employee of the County.

R. Ownership of Deliverable and Related Products

1. The County shall have all rights, title, and interest in or to all specified or unspecified interim and final products, work plans, project reports and/or presentations, data, documentation, computer programs and/or applications, and documentation developed or generated during the completion of this project, including, without limitation, unlimited rights to use, duplicate, modify, or disclose any part thereof, in any manner and for any purpose, and the right to permit or prohibit any other person, including the Successful Offeror, from doing so. To the extent that the Successful Offeror may be deemed at any time to have any of the foregoing rights, the Successful Offeror agrees to irrevocably assign and does hereby irrevocably assign such rights to the County.
2. The Successful Offeror is expressly prohibited from receiving additional payments or profit from the items referred to in this paragraph, other than that which is provided for in the general terms and conditions of the Contract.
3. This shall not preclude Offerors from submitting proposals, which may include innovative ownership approaches, in the best interest of the County.

S. Record Retention and Audits

1. The Successful Offeror shall retain, during the performance of the Contract and for a period of five years from the completion of the Contract, all records pertaining to the Successful Offeror's proposal and any Contract awarded pursuant to this Request for Proposal. Such records shall include but not be limited to all paid vouchers including those for out-of-pocket expenses; other reimbursement supported by invoices, including the Successful Offeror's copies of periodic estimates for partial payment; ledgers, cancelled checks; deposit slips; bank statements; journals; Contract amendments and change orders; insurance documents; payroll documents; timesheets; memoranda; and correspondence. Such records shall be available to the County on demand and without advance notice during the Successful Offeror's normal working hours.
2. County personnel may perform in-progress and post-audits of the Successful Offeror's records as a result of a Contract awarded pursuant to this Request for Proposals. Files would be available on demand and without notice during normal working hours.

T. Severability

Each paragraph and provision of the Contract is severable from the entire agreement and if any provision is declared invalid the remaining provisions shall nevertheless remain in effect.

U. Minority-, Woman-, Service Disabled Veteran-Owned, Small Businesses and Employment Services Organizations

It is the policy of the County to actively seek out and provide contracting opportunities to minority-, woman-, service disabled veteran-owned, small businesses and employment services organizations in procurement transactions made by the County.

The County strongly encourages all suppliers to respond to Invitations for Bids and Request for Proposals and supports the use of minority, woman-, service disabled veteran-owned, small businesses and employment services organizations for sub-contracting opportunities.

All formal solicitations are posted on the Commonwealth of Virginia eVA and the County's internet site at <http://henrico.us/finance/divisions/purchasing/> and may be viewed under the Bids and Proposals link. Construction related solicitations are located on eVA and County internet sites and on ProcureWare at <https://henrico.procureware.com/home>.

V. Subcontracts

No portion of the work shall be subcontracted without prior written consent of the County. In the event that the Successful Offeror desires to subcontract some part of the work specified in the contract, the Successful Offeror shall furnish the County the names, qualifications, and experience of the proposed subcontractors. The Successful Offeror shall, however, remain fully liable and responsible for the work to be done by his/her subcontractor(s) and shall assure compliance with all the requirements of the Contract.

W. Taxes

1. The Successful Offeror shall pay all County, state, and federal taxes required by law and resulting from the work or traceable thereto, under whatever name levied. Such taxes shall not be in addition to the Contract price between the County and the Successful Offeror because the taxes shall be solely an obligation of the Successful Offeror and not the County, the County shall be held harmless for same by the Successful Offeror.
2. The County is exempt from the payment of federal excise taxes and the payment of state sales and use tax on all tangible, personal property for its use or consumption. Tax exemption certificates will be furnished upon request.

X. Reserved

Y. County License Requirement

If a business is located in the County, it is unlawful to conduct or engage in the business without obtaining a business license. If your business is located in the County, include a copy of your current business license with your proposal submission. If your business is not located in the County, include a copy of your current business license with your proposal submission. If you have any questions, contact the Business Section, Department of Finance, County of Henrico, telephone (804) 501-4310.

Z. Environmental Management

The Successful Offeror must comply with all applicable federal, state, and local environmental regulations. The Successful Offeror is required to abide by the County's Environmental Policy Statement: http://henrico.us/pdfs/risk/env_policy.pdf which emphasizes environmental compliance, pollution prevention, continual improvement, and conservation. Employees of the Successful Offeror must be properly trained and have any necessary certifications to carry out environmental responsibilities. The Successful Offeror must immediately communicate any environmental concerns or incidents to the assigned County Project Manager and the County Risk Manager.

AA. Safety

1. The Successful Offeror shall comply with and ensure that the Successful Offeror's personnel comply with all current applicable local, state and federal policies, regulations and standards relating to safety and health, including, by way of illustration and not limitation, the standards of the Virginia Occupational Safety and Health Administration for the industry. The provisions of all rules and regulations governing safety as adopted by the Safety and Health Codes Board of the Commonwealth of Virginia and issued by the Department of Labor and Industry under Title 40.1 of the Code of Virginia shall apply to all work under the Contract. The Successful Offeror shall provide or cause to be provided all technical expertise, qualified personnel, equipment, tools and material to safely accomplish the work specified and performed by the Successful Offeror.
2. Each job site must have a supervisor who is competent, qualified, or authorized on the worksite, who is familiar with policies, regulations and standards applicable to the work being performed. The supervisor must be capable of identifying existing and predictable hazards in the surroundings or working conditions which are hazardous or dangerous to employees or the public, and is capable of ensuring that applicable safety regulations are complied with, and shall have the authority and responsibility to take prompt corrective measures, which may include removal of the Successful Offeror's personnel from the work site.
3. In the event the County determines any operations of the Successful Offeror to be hazardous, the Successful Offeror must immediately discontinue such operations upon receipt of either written or oral notice by the County to discontinue such practice.

BB. Authorization to Transact Business in the Commonwealth

1. A contractor organized as a stock or nonstock corporation, limited liability company, business trust, or limited partnership or registered as a registered limited liability partnership or other business form must be authorized to transact business in the Commonwealth as a domestic or foreign business entity if so required by Title 13.1 or Title 50 of the Code of Virginia or as otherwise required by law.
2. An Offeror organized or authorized to transact business in the Commonwealth pursuant to Title 13.1 or Title 50 of the Code of Virginia must include in its proposal the identification number issued to it by the State Corporation Commission (Attachment C). Any Offeror that is not required to be authorized to transact business in the Commonwealth as a foreign business entity under Title 13.1 or Title

- 50 of the Code of Virginia or as otherwise required by law must include in its proposal a statement describing why the Offeror is not required to be so authorized.
3. An Offeror described in subsection 2 that fails to provide the required information shall not receive an award unless a written waiver is granted by the Purchasing Director, his designee, or the County Manager.
 4. Any falsification or misrepresentation contained in the statement submitted by the Offeror pursuant to Title 13.1 or Title 50 of the Code of Virginia may be cause for debarment by the County.
 5. Any business entity described in subsection 1 that enters into a contract with a public body must not allow its existence to lapse or allow its certificate of authority or registration to transact business in the Commonwealth if so required by Title 13.1 or Title 50 of the Code of Virginia to be revoked or cancelled at any time during the term of the contract.

CC. Payment Clauses Required by Va. Code §2.2-4354

Pursuant to Virginia Code § 2.2-4354:

1. The Successful Offeror shall take one of the two following actions within seven days after receipt of amounts paid to the Successful Offeror by the County for all or portions of the goods and/or services provided by a subcontractor: (a) pay the subcontractor for the proportionate share of the total payment received from the County attributable to the work performed by the subcontractor under that contract; or (b) notify the County and subcontractor, in writing, of the Successful Offeror's intention to withhold all or a part of the subcontractor's payment with the reason for nonpayment.
2. The Successful Offeror that is a proprietor, partnership, or corporation shall provide its federal employer identification number to the County. Pursuant to Virginia Code § 2.2-4354, the Successful Offeror who is an individual contractor shall provide his/her social security numbers to the County.
3. The Successful Offeror shall pay interest to its subcontractors on all amounts owed by the Successful Offeror that remain unpaid after seven days following receipt by the Successful Offeror of payment from the County for all or portions of goods and/or services performed by the subcontractors, except for amounts withheld as allowed in Subparagraph 1. above.
4. Unless otherwise provided under the terms of the Contract interest shall accrue at the rate of one percent per month.
5. The Successful Offeror shall include in each of its subcontracts a provision requiring each subcontractor to include or otherwise be subject to the same payment and interest requirements with respect to each lower-tier subcontractor.
6. The Successful Offeror's obligation to pay an interest charge to a subcontractor pursuant to the payment clause in Virginia Code § 2.2-4354 shall not be construed to be an obligation of the County. A Contract modification shall not be made for the purpose of providing reimbursement for the interest charge. A cost reimbursement claim shall not include any amount for reimbursement for the interest charge.

DD. Contract Period

1. The contract period shall be three (3) years from date of award. Contract prices shall remain firm for the contract period.

2. The contract may be renewed for one (1) additional three-year period upon the sole discretion of the County at a price not to exceed 3% above the previous period's prices unless written approval is given by the Purchasing Director.
3. The Successful Offeror shall give at least a 90 days' written notice to the County for any price increases and/or if it does not intend to renew the contract at any annual renewal.
4. The contract shall not exceed a maximum of five (5) years.

EE. Occupational Safety & Health Policy Statement

The Successful Offeror must comply with all applicable federal, state, and local occupational safety and health standards. The Successful Offeror is required to abide by the County's Occupational Safety & Health Policy Statement: https://henrico.us/pdfs/risk/h_safety_policy.pdf which emphasizes maintaining a safe and healthy work environment for all employees, volunteers, and contractors who access County property and locations. The Successful Offeror must be properly trained and have any necessary certifications to carry out occupational safety and health policy responsibilities. The Successful Offeror must immediately communicate any concerns or incidents to the assigned County Project Manager and the County Risk Manager.

FF. Service Accessibility

Pursuant to the award of the contract and as soon as practicable but not later than September 1, 2019, the Successful Offeror shall confirm that all online content and/or web-based functionality provided is accessible to individuals with disabilities except where doing so would impose a fundamental alteration or undue burden. Accessibility will be measured according to the W3C's Web Content Accessibility Guidelines (WCAO) 2.0 Level AA and the Web Accessibility Initiative Accessible Rich Internet Applications Suite (WAI-ARIA) 1.0 techniques for web content, which are incorporated by reference.

GG. Cooperative Procurement

This procurement is being conducted by the County in accordance with the provisions of Section 2.2-4304 of the Code of Virginia. Except for contracts for architectural and engineering services, if agreed to by the contractor, other public bodies may utilize this Contract. The Contractor shall deal directly with any public body it authorizes to use the Contract. The County, its officials, and its employees are not responsible for placement of orders, invoicing, payments, contractual disputes, or any other transactions between the Contractor and any other public body, and in no event shall the County, its officials, or its employees be responsible for any costs, damages or injury resulting to any party from another public body's cooperative use of a County contract. The County assumes no responsibility for any notification of the availability of the Contract for use by other public bodies, but the Contractor may conduct such notification.

VI. PROPOSAL SUBMISSION REQUIREMENTS

- A. The Purchasing Division will not accept oral proposals, nor proposals received by telephone, FAX machine, email, or hard copy submissions. Proposals will only be accepted through eVA.

- B. All erasures, interpolations, and other changes in the proposal shall be signed or initialed by the Offeror.
- C. The Proposal Signature Sheet (**Attachment A**) must accompany any proposal(s) submitted and be signed by an authorized representative of the Offeror. If the Offeror is a firm or corporation, the Offeror must print the name and title of the individual executing the proposal. All information requested should be submitted. Failure to submit all information requested may result in the Purchasing Division requiring prompt submission of missing information and/or giving a lowered evaluation of the proposal.
- D. Reserved.
- E. The time proposals are received shall be determined by the time clock in eVA. Offerors are responsible for ensuring that their proposals are submitted in eVA by the deadline indicated.
- F. By submitting a proposal in response to this Request for Proposal, the Offeror represents it has read and understands the Scope of Services and has familiarized itself with all federal, state, and local laws, ordinances, and rules and regulations that in any manner may affect the cost, progress, or performance of the Contract work.
- G. The failure or omission of any Offeror to receive or examine any form, instrument, addendum, or other documents or to acquaint itself with conditions existing at the site, shall in no way relieve any Offeror from any obligations with respect to its proposal or to the Contract.
- H. Subject to the limitations of Va. Code § 2.2-4342(F), trade secrets or proprietary information submitted by an Offeror in connection with this procurement transaction shall not be subject to public disclosure under the Virginia Freedom of Information Act; however, the Offeror must invoke the protection of this section prior to or upon submission of data or materials, and must identify the data or other materials to be protected and state the reasons why protection is necessary (Va. Code § 2.2-4342(F)). (**Attachment D**)
- I. A proposal may be modified or withdrawn by the Offeror any time prior to the time and date set for the receipt of proposals. The Offeror shall follow the process in eVA. No proposal can be withdrawn after the time set for the receipt of proposals and for one-hundred twenty (120) days thereafter.
- J. The County welcomes comments regarding how the proposal documents and scope of services may be improved. **Offerors requesting clarification, interpretation of, or improvements to the Request for Proposal's general terms, conditions, and scope of services shall submit technical questions concerning the Request for Proposal no later than August 1, 2022 in writing.** Any changes to this Request for Proposals shall be in the form of a written addendum issued by the Purchasing Division and it shall be signed by the Purchasing Director or a duly authorized representative. **Each Offeror is responsible for determining that it has received all addenda issued by the Purchasing Division before submitting a proposal.**

- K. All proposals received on time shall be accepted for consideration. Proposals shall be open to public inspection only after award of the Contract.

VII. PROPOSAL RESPONSE FORMAT

- A. Offerors shall submit a written proposal that present the Offeror's qualifications and understanding of the work to be performed. Offerors must address each evaluation criterion and be specific in presenting their qualifications. The proposal should provide all the information considered pertinent to the Offeror's qualifications for this project.
- B. The Offeror should include in its proposal the following:
1. Table of Contents
All pages are to be numbered.
 2. Tab 1 – Introduction and Signed Forms
In this tab, the following items should be provided:
 - a. Cover Letter – On company letterhead, signed by a person with the corporate authority to enter into contracts in the amount of the proposal.
 - b. Proposal Signature Sheet – **Attachment A**
 - c. Business Classification Form – **Attachment B**
 - d. Virginia State Corporation Commission Registration Information – **Attachment C**
 - e. Proprietary/Confidential Information – **Attachment D**
 3. Tab 2 – Statement of the Scope.
In this tab, Offerors, in concise terms, shall state their understanding of the Scope of Services requested by this RFP in Section II.
 4. Tab 3 – Proposal Content.
In this tab, the following items shall be provided:
 - a. Experience – Provide description of all work experiences as they relate to the scope of work outlined herein. Said description should include, but not be limited to:
 1. Offeror's established experience record in providing comparable services to organizations similar to the County of Henrico.
 2. Number and types of customers the Offeror has served with comparable services.
 3. Number of years Offeror has been providing these types of services.
 4. A minimum of five (5) references for which Offeror has completed services comparable to those described in this RFP. Include references for work performed in an environment comparable to the County of Henrico. For each reference, please list:
 - i. Name of Firm.
 - ii. Address of Firm.
 - iii. Name, title, address, email address, and telephone number of a contact for the Firm.
 - iv. Brief summary of scope of services provided to the firm.
 5. Other available documentation to verified Offeror's experience.

6. A statement detailing why the Offeror is the best candidate to provide the County of Henrico with the services requested in this RFP.
- b. Capability and skill – Describe the qualifications and skills of the organization to provide the services. Said description should provide, but not be limited to, the following information:
 1. Background information about the organization, e.g., philosophy, ownership, size, facilities, and locations, etc.
 2. Offerors management structure of the firm, e.g. organization chart of the firm, project team, etc.
 3. Size and location of the office that will serve the County of Henrico.
 4. Offeror’s qualifications to perform the services, including all resources available to Offeror for the performance of the Contract.
 5. Qualifications and resumes of team members and other employees who will be managing and performing the services under the Contract. Projects and client services lists for team members may be submitted.
 6. Name, title, address, email address, telephone and fax numbers, and work hours of the Offeror’s Representative for the following functions:
 - i. Contact person for prompt contract administration upon award of the Contract.
 - ii. Contact person during the period of evaluation.
 - iii. Authorized agent to accept any notices provided for in the Contract.
 7. Indicate the type of organization you represent, i.e. individual, partnership or corporation. If the Offeror is a corporation, list the names of the President, Vice-President, Secretary, Treasurer and all Principals. If the Offeror is a partnership, include the names of all principals or partners.
 8. A detailed history of all mergers or acquisitions.
 9. A copy of the certificate verifying the firm is authorized to do business in the Commonwealth of Virginia, including State Corporation Commission Registration Number.
 10. A copy of the Offeror’s license to do business in Henrico, Virginia.
 11. Offeror’s current financial condition. Provide supporting documentation and audited annual reports for the past three (3) years. If Offeror’s company is privately held, supply sufficient information to document the company’s financial status and capability to perform under the Contract. Include any financial ratings held by the firm.
 12. If Offeror intends to subcontract any part of the work under the Contract, indicate services to be subcontracted and subcontractor(s) to provide said services.
- c. Services to be provided – Provide a detailed description of the services to be provided under the Contract. Said description should address, at minimum:
 1. An Introduction with an overview of Offeror’s understanding of the scope of work and services to be provided.
 2. Best practice approaches to providing services to the County that enhance efficiency and effectiveness. Innovative solutions will be considered by the County.
 3. EACH of the Specific Requirements set forth under the Scope of Work specified in this RFP.

4. A detail of any assistance, equipment, or other items the Offeror will require the County to furnish under the Contract.
 5. A statement explaining why the Offeror's proposed solution would be the most advantageous to the County.
 6. Describe the one attribute that places the Offeror ahead of the competition.
5. Tab 4 – Pricing / Cost Proposal
In this tab, Offers should submit a cost proposal to provide services specified. Offeror's prices will be subject to negotiations. After negotiations and award of this Contract, Offeror's pricing for the services provided shall be a firm fixed price during the term of the contract and any extensions.
 6. Tab 5 – Exceptions
In this tab, Offerors shall list any exceptions taken to the Scope of Services and General Terms and Conditions of this Request for Proposals. The County intends to make the RFP and the Successful Offeror's proposal a part of the contract between the parties, so Offerors should list any exceptions for purposes of negotiating the contract.
 7. Tab 6 – Assumptions
In this tab, offerors shall list any assumptions made when responding to this Request for Proposals.
 8. Tab 7 – Appendices
Optional for Offerors who wish to submit additional material that will clarify their response.

VIII. PROPOSAL EVALUATION / SELECTION PROCESS

- A. Selection of the Successful Offeror will be based upon submission of proposals meeting the selection criteria. The minimum selection criteria will include:

Evaluation Criteria	Weight
Criterion #1 – Experience. <i>In accordance with Section VII, Item B, 4., a. this criterion considers the Offeror's qualifications, experience, resumes and references of the overall Offeror and staff assigned relative to the services solicited by this RFP.</i>	20
Criterion 2 – Capability and Skills. <i>In accordance with Section VII, Item B, 4., b. this criterion considers the Offeror's capability and skill to provide the services solicited by this RFP.</i>	25
Criterion 3 –Services to be Provided. <i>In accordance with Section VII, Item B, 4., c. this criterion is evaluated by the quality of product and services proposed by the Offeror in their RFP response..</i>	25
Criterion 4 – Price / Cost of Services. <i>(In accordance with Section VII, Item B, 5. this criterion considers the Offeror's proposed firm fixed yearly costs to provide the ALPR solution solicited by this RFP.</i>	25
Quality of Proposal Submission / Oral Presentations	5

<i>(This criterion considers the overall quality of the Offeror's proposal submitted and any oral presentations required.)</i>	
Total	100

- B. For goods, nonprofessional services, and insurance, selection shall be made of two or more Offerors deemed to be fully qualified and best suited among those submitting proposals, on the basis of the factors involved in the Request for Proposal, including price if so stated in the Request for Proposal. In the case of a proposal for information technology, as defined in Va. Code § 2.2-2006, the County shall not require an Offeror to state in a proposal any exception to any liability provisions contained in the Request for Proposal. Negotiations shall then be conducted with each of the Offerors so selected. The Offeror shall state any exception to any liability provisions contained in the Request for Proposal in writing at the beginning of negotiations, and such exceptions shall be considered during negotiation. Price shall be considered, but need not be the sole or primary determining factor. After negotiations have been conducted with each Offeror so selected, the County shall select the Offeror which, in its opinion, has made the best proposal and provides the best value, and shall award the contract to that Offeror. Should the County determine in writing and in its sole discretion that only one Offeror is fully qualified, or that one Offeror is clearly more highly qualified than the others under consideration, a contract may be negotiated and awarded to that Offeror.

ATTACHMENT A PROPOSAL SIGNATURE SHEET

My signature certifies that the proposal as submitted complies with all requirements specified in this Request for Proposal (“RFP”) No. 22-2363-6JMH - Automatic License Plate Reader.

My signature also certifies that by submitting a proposal in response to this RFP, the Offeror represents that in the preparation and submission of this proposal, the Offeror did not, either directly or indirectly, enter into any combination or arrangement with any person or business entity, or enter into any agreement, participate in any collusion, or otherwise take any action in the restraining of free, competitive bidding in violation of the Sherman Act (15 U.S.C. Section 1) or Sections 59.1-9.1 through 59.1-9.17 or Sections 59.1-68.6 through 59.1-68.8 of the Code of Virginia.

I hereby certify that I am authorized to sign as a legal representative for the business entity submitting this proposal.

LEGAL NAME OF OFFEROR (DO <u>NOT</u> USE TRADE NAME):
ADDRESS:
FEDERAL ID NO:
SIGNATURE:
NAME OF PERSON SIGNING (PRINT):
TITLE:
TELEPHONE:
FAX:
EMAIL ADDRESS:
DATE:

ATTACHMENT B BUSINESS CATEGORY CLASSIFICATION FORM

Company Legal Name: _____

This form completed by: Signature: _____ Title: _____

Date: _____

PLEASE SPECIFY YOUR **BUSINESS CATEGORY** BY CHECKING THE APPROPRIATE BOX(ES) BELOW.

(Check all that apply.)

- ☐ SMALL BUSINESS
- ☐ WOMEN-OWNED BUSINESS
- ☐ MINORITY-OWNED BUSINESS
- ☐ SERVICE-DISABLED VETERAN
- ☐ EMPLOYMENT SERVICES ORGANIZATION
- ☐ NON-SWaM (Not Small, Women-owned or Minority-owned)

SUPPLIER REGISTRATION – The County of Henrico encourages all suppliers interested in doing business with the County to register with eVA, the Commonwealth of Virginia's electronic procurement portal, <http://eva.virginia.gov>.

eVA Registered? ☐ Yes ☐ No

If certified by the Virginia Minority Business Enterprises (DMBE), provide DMBE certification number and expiration date.

_____ NUMBER

_____ DATE

DEFINITIONS

For the purpose of determining the appropriate business category, the following definitions apply:

"Small business" means a business, independently owned and controlled by one or more individuals who are U.S. citizens or legal resident aliens, and together with affiliates, has 250 or fewer employees, or annual gross receipts of \$10 million or less averaged over the previous three years. One or more of the individual owners shall control both the management and daily business operations of the small business.

"Women-owned business" means a business that is at least 51 percent owned by one or more women who are U.S. citizens or legal resident aliens, or in the case of a corporation, partnership, or limited liability company or other entity, at least 51 percent of the equity ownership interest is owned by one or more women who are U.S. citizens or legal resident aliens, and both the management and daily business operations are controlled by one or more women.

"Minority-owned business" means a business that is at least 51 percent owned by one or more minority individuals who are U.S. citizens or legal resident aliens, or in the case of a corporation, partnership, or limited liability company or other entity, at least 51 percent of the equity ownership interest in the corporation, partnership, or limited liability company or other entity is owned by one or more minority individuals who are U.S. citizens or legal resident aliens, and both the management and daily business operations are controlled by one or more minority individuals.

"Minority individual" means an individual who is a citizen of the United States or a legal resident alien and who satisfies one or more of the following definitions:

1. "African American" means a person having origins in any of the original peoples of Africa and who is regarded as such by the community of which this person claims to be a part.
2. "Asian American" means a person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent, or the Pacific Islands, including but not limited to Japan, China, Vietnam, Samoa, Laos, Cambodia, Taiwan, Northern Mariana Islands, the Philippines, a U.S. territory of the Pacific, India, Pakistan, Bangladesh, or Sri Lanka and who is regarded as such by the community of which this person claims to be a part.
3. "Hispanic American" means a person having origins in any of the Spanish-speaking peoples of Mexico, South or Central America, or the Caribbean Islands or other Spanish or Portuguese cultures and who is regarded as such by the community of which this person claims to be a part.
4. "Native American" means a person having origins in any of the original peoples of North America and who is regarded as such by the community of which this person claims to be a part or who is recognized by a tribal organization.

"Service disabled veteran business" means a business that is at least 51 percent owned by one or more service disabled veterans or, in the case of a corporation, partnership, or limited liability company or other entity, at least 51 percent of the equity ownership interest in the corporation, partnership, or limited liability company or other entity is owned by one or more individuals who are service disabled veterans and both the management and daily business operations are controlled by one or more individuals who are service disabled veterans.

"Service disabled veteran" means a veteran who (i) served on active duty in the United States military ground, naval, or air service, (ii) was discharged or released under conditions other than dishonorable, and (iii) has a service-connected disability rating fixed by the United States Department of Veterans Affairs.

"Employment services organization" means an organization that provides community-based employment services to individuals with disabilities that is an approved Commission on Accreditation of Rehabilitation Facilities (CARF) accredited vendor of the Department of Aging and Rehabilitative Services.

ATTACHMENT C
Virginia State Corporation Commission (SCC)
Registration Information

The Offeror:

☐ is a corporation or other business entity with the following SCC identification number:
_____ **-OR-**

☐ is not a corporation, limited liability company, limited partnership, registered limited liability partnership, or business trust **-OR-**

☐ is an out-of-state business entity that does not regularly and continuously maintain as part of its ordinary and customary business any employees, agents, offices, facilities, or inventories in Virginia (not counting any employees or agents in Virginia who merely solicit orders that require acceptance outside Virginia before they become contracts, and not counting any incidental presence of the Bidder in Virginia that is needed in order to assemble, maintain, and repair goods in accordance with the contracts by which such goods were sold and shipped into Virginia from Bidder's out-of-state location) **-OR-**

☐ is an out-of-state business entity that is including with this bid/proposal an opinion of legal counsel which accurately and completely discloses the undersigned Bidder's current contracts with Virginia and describes why those contracts do not constitute the transaction of business in Virginia within the meaning of §13.1-757 or other similar provisions in Titles 13.1 or 50 of the Code of Virginia.

Please check the following box if you have not checked any of the foregoing options but currently have pending before the SCC an application for authority to transact business in the Commonwealth of Virginia and wish to be considered for a waiver to allow you to submit the SCC identification number after the due date for bids: ☐

ATTACHMENT D
PROPRIETARY/CONFIDENTIAL INFORMATION IDENTIFICATION

NAME OF OFFEROR: _____

Trade secrets or proprietary information submitted by an Offeror shall not be subject to public disclosure under the Virginia Freedom of Information Act; however, the Offeror must invoke the protections of Va. Code § 2.2-4342(F) in writing, either before or at the time the data or other materials are submitted. The Offeror must specifically identify the data or materials to be protected including the section(s) of the proposal in which it is contained and the pages numbers, and state the reasons why protection is necessary. A summary of trade secrets and proprietary information submitted shall be submitted on this form. The proprietary or trade secret material submitted must be identified by some distinct method such as highlighting or underlining and must indicate only the specific words, figures, or paragraphs that constitute trade secret or proprietary information. Va. Code § 2.2-4342(F) prohibits an Offeror from classifying an entire proposal, any portion of a proposal that does not contain trade secrets or proprietary information, line item prices, or total proposal prices as proprietary or trade secrets. If, after being given reasonable time, the Offeror refuses to withdraw such classification(s), the proposal will be rejected.

SECTION/TITLE	PAGE NUMBER(S)	REASON(S) FOR WITHHOLDING FROM DISCLOSURE

ATTACHMENT E
COUNTY OF HENRICO
INSURANCE SPECIFICATIONS

The following insurance coverages and limits are required in order to provide goods, services, construction, professional and non-professional services to Henrico County general government agencies and Henrico County Public Schools. These requirements are specific to this procurement and may or may not be the same for future requests.

Please be sure and review the Additional Requirements Section

The Successful Bidder/Offeror shall carry Public Liability Insurance in the amount specified below, including contractual liability assumed by the Successful Bidder/Offeror, and shall deliver a Certificate of Insurance from carriers licensed to do business in the Commonwealth of Virginia and that is representative of the insurance policies. The Certificate shall show that the policy has been endorsed to add the County of Henrico and Henrico County Public Schools named as an additional insured for the Commercial General Liability coverage. **The certificate must not show in the description of operations section that it is issued specific to any bid, job, or contract.** The coverage shall be provided by a carrier(s) rated not less than “A-” with a financial rating of at least VII by A.M. Best or a rating acceptable to the County. In addition, the Successful Bidder/Offeror shall agree to give the County a minimum of 30 days prior notice of any cancellation or material reduction in coverage.

Workers’ Compensation

Statutory Virginia Limits

Employers’ Liability Insurance - \$100,000 for each Accident by employee
\$100,000 for each Disease by employee
\$500,000 policy limit by Disease

Commercial General Liability

\$1,000,000 each occurrence including contractual liability for specified agreement
\$2,000,000 General Aggregate (other than Products/Completed Operations)
\$2,000,000 General Liability-Products/Completed Operations
\$1,000,000 Personal and Advertising injury
\$ 100,000 Fire Damage Legal Liability

Business Automobile Liability – including owned, non-owned and hired car coverage

Combined Single Limit - \$1,000,000 each accident

Umbrella Liability

\$2,000,000 Per Occurrence and in the aggregate

Additional Requirements

In addition to the requirements above, the Successful Bidder/Offeror shall thoroughly review the scope of work that is included and if any of the following are included in the services that will be provided, the following additional insurance will be required, if required:

- ☐ **Professional Liability - \$2,000,000 Per Occurrence (or limit in accordance with Statute for Medical Professional)**
Required if the Scope includes providing advice or consultation including but not limited to; lawyers, bankers, physicians, programming, design (including construction design), architects & engineers and others who require extensive education and/or licensing to perform their duties.
- ☐ **Cyber Liability - \$2,000,000 Per Occurrence**
Required if the Scope includes the collection and electronic transmittal of Personal Health Insurance (PHI), or any other demographic data on individuals including but not limited to Name, Address, Social Security Numbers or any other sort of personally identifying information.
- ☐ **Abuse and Molestation Coverage - \$1,000,000 Per Occurrence**
Required if the scope of work includes the offering of professional or non-professional services to any child or student where one on one contact or consultation is to be provided.
- ☐ **Pollution Liability - \$1,000,000 Per Occurrence**
Required if the scope of work involves the use (other than in a motor vehicle) or removal of a substance or energy introduced into the environment that potentially has an undesired effect or affects the usefulness of a resource. These include, but are not limited to Asbestos, PCB's, Lead, Mold, and Fuels.
- ☐ **Explosion, Collapse & Underground Coverage (XCU)**
Required of a Contractor in limits equal to the General Liability Limit when the Scope includes any operations involving Blasting, any work underground level including but not limited to wires, conduit, pipes, mains, sewers, tanks, tunnels, or any excavation, drilling, or similar work.
- ☐ **Builders Risk Coverage**
Required if the scope of work includes the ground up construction of a structure. Limit of insurance shall be 100% of the completed value of the structure. For projects for the renovation of an existing structure, The County shall insure the Builder's Risk with the Contractor being responsible for the first \$10,000 of any claim.
- ☐ **Other as Specified Below**

NOTE 1: The commercial general liability insurance shall include contractual liability. The contract documents include an indemnification provision(s). The County makes no representation or warranty as to how the Bidder/Offeror's insurance coverage responds or does not respond. Insurance coverages that are unresponsive to the indemnification provision(s) do not limit the Bidder/Offeror's responsibilities outlined in the contract documents.

NOTE 2: The intent of this insurance specification is to provide the coverage required and the limits expected for each type of coverage. With regard to the Business Automobile Liability and Commercial General Liability, the total amount of coverage can be accomplished through any combination of primary and excess/umbrella insurance. This insurance shall apply as primary insurance and non-contributory with respect to any other insurance or self-insurance programs afforded the County of Henrico and Henrico County Public Schools. This policy shall be endorsed to be primary with respect to the additional insured.

NOTE 3: Title 65.2 of the Code of Virginia requires every employer who regularly employs three or more full-time or part-time employees to purchase and maintain workers' compensation insurance. If you do not purchase a workers' compensation policy, a signed statement is required documenting that you are in compliance with Title 65.2 of the Code of Virginia.

NOTE 4: The Certificate Holder Box shall read as follows:
County of Henrico
Risk Management
PO Box 90775
Henrico, VA 23273



ATTACHMENT F SAMPLE CONTRACT

Non-Professional Services Contract Contract No. [#]

This [Non-Professional *or* Professional Services] Contract (this “Contract”) entered into this [#] day of [month] 20[##], by [Offeror’s Name] (the “Contractor”) and the [County of Henrico, Virginia *or* County School Board of Henrico County, Virginia] ([the “County” *or* “HCPS”]).

WHEREAS [the County *or* HCPS] has awarded the Contractor this Contract pursuant to Request for Proposals No. [#], as modified by [list addenda with dates separated by commas] (the “Request for Proposals”), for [subject matter of the RFP].

WITNESSETH that the Contractor and [the County *or* HCPS], in consideration of the mutual covenants, promises and agreements herein contained, agree as follows:

SCOPE OF CONTRACT: The Contractor shall provide the services to the [the County *or* HCPS] as set forth in the Contract Documents.

COMPENSATION: The compensation [the County *or* HCPS] will pay to the Contractor under this Contract shall be [insert information, referenced document, matrix, etc.].

CONTRACT TERM: The Contract term shall be for a period of [number] year[s] beginning [date] and ending [date]. [The County *or* HCPS] may renew the Contract for up to [number] [number]-year terms giving 30 days’ written notice before the end of the term unless Contractor has given [the County *or* HCPS] written notice that it does not wish to renew at least 180 days before the end of the term.

SERVICE SCHEDULE: Services shall be performed in accordance with the [referenced document within the proposal/BAFO].

CONTRACT DOCUMENTS: This Contract hereby incorporates by reference the documents listed below (the “Contract Documents”) which shall control in the following descending order:

1. This [Non-Professional *or* Professional] Services Contract between [the County *or* HCPS] and Contractor.
2. The General Contract Terms and Conditions included in the Request for Proposals;
3. The Negotiated Modifications (Exhibit [letter]);
4. Contractor’s Best and Final Offer dated [date] (Exhibit [letter]);
5. Contractor’s Original Proposal dated [date] (Exhibit [letter]); and
6. The Scope of Services included in the Request for Proposals.

IN WITNESS WHEREOF, the parties have caused this Contract to be duly executed intending to be bound hereby.

[Contractor Name]
[Address]
[City, State, Zip]

County of Henrico, Virginia
P.O. Box 90775
Henrico, VA 23273-0775

Signature

Signature

Printed Name and Title

Purchasing Director

Date

Date



COMMONWEALTH OF VIRGINIA

County of Henrico

DEPARTMENT OF FINANCE
Oscar Knott, CPP, CPPO, VCO
Purchasing Director

Addendum No. 1

Date: August 8, 2022
Request for Proposal: 22-2363-6JMH, Automatic License Plate Reader
Receipt Date/Time: **(CHANGED)** August 18, 2022 at 2:30pm
Opening Date/Time: **(CHANGED)** August 18, 2022 at 2:30pm
Subject: Contract Period Revision, Due Date Extension, Q&A Forthcoming

Ladies/Gentlemen,

Please make the following corrections, deletions and/or additions to the above referenced RFP;

The time and date for receipt of proposal submissions is extended to August 18, 2022 at 2:30pm local prevailing time.

Addendum No. 2 with questions, answers, and additional information will be posted no later than August 11, 2022.

Please update Section II. DD., "Contract Period" to read:

- 1. The contract period shall be one (1) year from date of award. Contract prices shall remain firm for the contract period.**
- 2. The contract may be renewed for four (4) additional one-year periods upon the sole discretion of the County at a price not to exceed 3% above the previous period's prices unless written approval is given by the Purchasing Director.**

All other specifications and General Terms and Conditions shall remain the same.

Bidders must take due notice and be governed accordingly. Acknowledgement of the receipt of this addendum shall be made on your Proposal Submission. If your bid has already been delivered, please revise your uploaded eVA Procurement Portal submission to include this signed addendum.

Failure to acknowledge this addendum may result in your bid being declared non-responsive.

Sincerely,

Justin Herbaugh

Justin M. Herbaugh, VCA, VCO
Procurement Analyst II
Her034@henrico.us

ACKNOWLEDGEMENT:

Signature: _____

Print Name: _____

Company: _____

Date: _____



COMMONWEALTH OF VIRGINIA

County of Henrico

DEPARTMENT OF FINANCE
Oscar Knott, CPP, CPPO, VCO
Purchasing Director

Addendum No. 2

Date: August 11, 2022
Request for Proposal: 22-2363-6JMH, Automatic License Plate Reader
Receipt Date/Time: August 18, 2022 at 2:30pm
Opening Date/Time: August 18, 2022 at 2:30pm
Subject: Questions, Answers and Clarifications

Ladies/Gentlemen,

Please make the following corrections, deletions and/or additions to the above referenced RFP;

Q1. How many systems are required?

A1. The Police Division is planning to install 50 to start, but final number of systems will fluctuate based on the Division's needs and appropriated budget.

Q2. If the number of systems is not known does the County expect the vendor to perform a site survey or will locations be given after contract award?

A2. The Police Division will determine locations based on crime trends and patterns.

Q3. Are attachments E and F to be included in the response?

A3. Attachment E and F are not necessary to be included in the response but shall be requested and obtained during the negotiation portion of the RFP process.

Q4. Does the County require the insurance certification prior to selection of the winning bidder?

A4. The certificate of insurance must be provided prior to execution of any resulting contract.

Q5. Within the Scope of Services, item 8 states: "The technology must be able to accept digital images not captured by the system to conduct searches." Is the County seeking the ability to upload your own photos/video of vehicle searches to the vendor's Cloud-based system?

A5. Yes.

Q6. Can you confirm the number of lanes that should be covered by a single camera?

A6. Cameras should be able to cover two (2) lanes at a minimum.

Q7. Can you confirm if the County will be providing poles/power for this project or if they need to be supplied by the vendor?

A7. The County will NOT be providing poles or power for this project. Poles and power solutions will need to be provided by the Successful Offeror.

Q8. Does the County already use another ALPR vendor?

A8. The County currently holds a contract with ELSAG for mobile license plate readers and does not have a contracted vendor for pole-based ALPR systems.

- Q9. Can the County provide the locations for existing/new ALPR system?**
A9. The existing, contracted ALPR units are mobile based systems.
- Q10. Will the County consider a lease option for the pricing of the ALPR system?**
A10. Yes. The Division of Police prefer to lease ALPR systems.
- Q11. Can the County confirm a budget for this project?**
A11. Yes. The Division of Police can confirm the project budget during negotiations with offerors.
- Q12. What manner of mounting will Henrico County expect: poles provided by the vendor or use existing structures/poles?**
A12. Poles shall be provided by the vendor.
- Q13. What roadway safety standards are required for pole and equipment installation?**
A13. All necessary permits, engineer drawing, and safety requirements should be obtained and maintained directly by the Successful Offeror and included with product.
- Q14. For installations on VDOT right of way- will Henrico County prepare professional engineer stamped drawings and obtain permissions and permits from VDOT for each location?**
A14. No.
- Q15. Will Henrico County obtain or provide any required permits and permissions for non-VDOT roadways?**
A15. No.
- Q16. Scope of Service page 2, #8 states, "The technology must be able to accept digital images not captured by the system to conduct searches." Can you please explain further the functionality that is desired?**
A16. Police would prefer the ability to upload images from outside sources (i.e. Ring or commercial surveillance) to be searched to identify vehicle based upon make and/or model.
- Q17. Will the County of Henrico provide the quantity of ALPR cameras to be purchased and the location where they are to be installed?**
A17. Yes.
- Q18. Can you please confirm if there is an actual Pricing tabulation sheet that provides offerors the product quantities to base their proposal on?**
A18. The Division of Police is requesting a "price per unit" to include all necessary preparation, installation, and maintenance.
- Q19. What is the number of vehicles to be detected per day on average?**
A19. Unknown; the number of vehicles will vary based upon traffic conditions. However, it is preferred that there is no limit in scans.
- Q20. Is site survey available or does this have to be done by the provider?**
A20. Site surveys will need to be completed by the Successful Offeror.

- Q21. What are the specifications for camera height?**
A21. No specific requirements. Camera height shall be dependent on location, visibility, and ability to prevent destruction.
- Q22. What is the maximum detection distance?**
A22. Preferred minimum detection distance of 60 feet. There is no maximum requested.
- Q23. If there are poles, what is the offset from 1st lane in feet?**
A23. The answer to this question is unknown and dependent on each pole site, location and setup.
- Q24. If there are gantries, and what height are they?**
A24. There are no gantries.
- Q25. If so, are the gantries dedicated to other materials such as VMS?**
A25. Not applicable.
- Q26. What is the installation height?**
A26. Unknown, depends on permits obtained for each pole location.
- Q27. What is the total number of sites?**
A27. Approximately 50.
- Q28. What are the number of lanes per direction?**
A28. The number of lanes is dependent on location. There will be a minimum of one (1) and maximum of three (3) per direction.
- Q29. How many bi-directional lanes are there?**
A29. Unknown. Dependent on pole and camera location.
- Q30. Does the system need to be wireless?**
A30. Yes.
- Q31. Do we need to provide FO (“fiber optic”) availability?**
A31. The Division of Police is seeking a product that transmits data through cellular signal.
- Q32. Do we need to provide comms and energy cabinet?**
A32. Units are preferred to be infrastructure free, solar powered, and use cellular data transmission.
- Q33. Is there power available on site or do mobile units need to be solar powered?**
A33. Solar Powered is preferred.
- Q34. Does the client prefer a server-based system in house or would a software mobility platform in the cloud be acceptable?**
A34. Cloud-based platform is preferred.
- Q35. Do we need to interface with which national data base for enforcement? Deployed Protocol?**
A35. Product should interface with NCIC and the department’s hotlist.

Q36. It says make, model, and color detection. Are we going to detect the front or the rear of the vehicle?

A36. Ideal product captures both front and rear of vehicles.

Q37. Do we need to detect motorcycles?

A37. Yes.

Q38. Will the County identify the name of its cellular data provider? Do you have an unlimited and unthrottled data plan?

A38. Vendor should provide cellular data as part of the ALPR system.

Q39. How many locations will require ALPR cameras? Does the county require a set number of cameras for each location?

A39. Approximately 50 locations will require ALPR cameras and exact locations will vary based upon the County's needs.

Q40. Will the County please clarify the number of lanes the systems would be expected to cover?

A40. Varies based upon location. There may be a minimum of one (1) and maximum of three (3) lanes per direction.

All other specifications and General Terms and Conditions shall remain the same.

Bidders must take due notice and be governed accordingly. Acknowledgement of the receipt of this addendum shall be made on your Proposal Submission. If your bid has already been delivered, please revise your uploaded eVA Procurement Portal submission to include this signed addendum.

Failure to acknowledge this addendum may result in your bid being declared non-responsive.

Sincerely,

Justin Herbaugh

Justin M. Herbaugh, VCA, VCO
Procurement Analyst II

Her034@henrico.us

ACKNOWLEDGEMENT:

Signature: _____

Print Name: _____

Company: _____

Date: _____



COMMONWEALTH OF VIRGINIA
County of Henrico

Non-Professional Services Contract
Contract No. 2363A

This Non-Professional Services Contract (this "Contract") entered into this 7th day of November 2022, by Flock Group Inc. (the "Contractor") and the County of Henrico, Virginia (the "County").

WHEREAS the County has awarded the Contractor this Contract pursuant to Request for Proposals No. 22-2363-6JMH, as modified by Addendum No. 1 dated August 8, 2022, and Addendum No. 2 dated August 11, 2022 (the "Request for Proposals"), for Automatic License Plate Readers.

WITNESSETH that the Contractor and the County, in consideration of the mutual covenants, promises and agreements herein contained, agree as follows:

SCOPE OF CONTRACT: The Contractor shall provide the services to the County as set forth in the Contract Documents.

COMPENSATION: The compensation the County will pay to the Contractor under this Contract shall be listed Appendix A.

CONTRACT TERM: The Contract term shall be for a period of one (1) year beginning November 15, 2022 and ending November 14, 2023. The County may renew the Contract for up to four (4) one-year terms giving 30 days' written notice before the end of the term unless Contractor has given the County written notice that it does not wish to renew at least 90 days before the end of the term.

CONTRACT DOCUMENTS: This Contract hereby incorporates by reference the documents listed below (the "Contract Documents") which shall control in the following descending order:

1. This Non-Professional Services Contract between the County and Contractor.
2. The General Contract Terms and Conditions included in the Request for Proposals;
3. Contractor's Best and Final Offer dated October 6, 2022 (Exhibit A);
4. Contractor's Original Proposal dated August 9, 2022 (Exhibit B); and
5. The Scope of Services included in the Request for Proposals.

IN WITNESS WHEREOF, the parties have caused this Contract to be duly executed intending to be bound hereby.

Flock Group Inc. dba Flock Safety
1170 Howell Mill Road NW, Ste 210
Atlanta, GA 30318

DocuSigned by:
Mark Smith

AC5C931454C24F3...

Signature

Mark Smith General Counsel

Printed Name and Title

11/10/2022

Date

County of Henrico, Virginia
P.O. Box 90775
Henrico, VA 23273-0775

Oscar Knott

Signature

Oscar Knott, CPP, CPPO, CPO

11/14/22

Date

Approved as to form by
Assistant County Attorney

11-8-22

Appendix A
Contract No. 2363A

Annual Fee, Automatic License Plate Reader Camera (EACH):	\$2,500.00 per year.
One-Time Installation Fee, Automatic License Plate Reader Camera (EACH):	\$350.00
Data Storage and Commercial Data for Unlimited Users:	Included at no cost.
OPTIONAL: Audio Detection Add-On:	\$25,000.00 for One Square Mile. \$15,000.00 for ½ Square Mile. \$8,500.00 for ¼ Square Mile.
OPTIONAL: Wing Product Camera Conversion (EACH):	\$1,500.00 per year.



EXHIBIT A
COMMONWEALTH OF
VIRGINIA **County of**
Henrico

DEPARTMENT OF FINANCE
Purchasing Division

1170 Howell Mill Road NW, Ste
210 Atlanta, GA 30318
Dan.mento@flocksafety.com

Dan Mento
Flock Group Inc.

October 5, 2022

RE: RFP 22-2363-6JMH – Automatic License Plate Readers

Dear Mr. Mento:

This letter is to inform you that your firm has been selected to enter into negotiations for the above referenced solicitation.

To begin this process, please submit the following:

- What is the additional cost of integrated audio detection as an add-on?

\$25,000 for One Square Mile

\$15,000 for ½ Square Mile

\$8,500 for ¼ Square Mile

- Is the advance search cost global or per device?

The cost is based on the number of cameras with this feature; See pricing below

< 25 Cameras \$2,500

24-49 Cameras \$3,500

50+ Cameras \$5,000

- What is the cost to upload outside images?

This capability is part of our Advance Search product. Pricing is shown in the above question.

- Are there license fees for each user?

There are no additional license fees per user. User access is unlimited.

- What is your training plan for customers along with associated cost?

We provide as many training sessions as are needed at no charge, both onsite and virtual.

- Have you secured permission to install devices on VDOT roadways?

No but we are working with the State on multiple levels to secure this permission. We have installed hundreds of cameras on city and county roads in VA. To our knowledge there are no other LPR companies with permission to install LPR devices on VDOT roadways.

• **Attachment A – BAFO Pricing.**

Please provide the above items by 4:30 on October 7, 2022. A response via email attachment is sufficient.

If you have any questions, please contact me at 804-501-5680 or her034@henrico.us. Sincerely,

Justin M. Herbaugh, VCA, VCO
Procurement Analyst II

8600 Staples Mill Road / P.O. Box 90775 / Henrico, VA 23273-0775
Phone: (804)501-5660 / Fax: (804)501-5693

Version 3.22.21

Attachment A

BAFO Pricing

Total initial set-up and installation for (50) ALPR units, including any paperwork, permitting, installation, poles, and equipment as necessary:

\$142,500 Total for (50) Cameras

\$2,850 Unit Price for Each Camera (\$2,500 for each camera. \$350 on time install fee)

Annual renewal and maintenance cost for cameras as specified above:

\$125,000 Total for (50) Cameras

\$2,500 Unit Price for Each Camera

Annual cost to provide unlimited access to camera data storage and available commercial data for the (50) cameras and unlimited users:

There is no additional cost per user. The number of users is unlimited

What is the additional cost of integrated audio detection as an add-on?

\$25,000 for One Square Mile

\$15,000 for ½ Square Mile

\$8,500 for ¼ Square Mile

NOTE; We also offer our Wing Product which gives you the capability to turn existing county IP cameras into LPR cameras utilizing our Flock AI technology.

Cost for our Wing Product is \$1,500 per camera and includes our Advance Search Technology

Herbaugh, Justin

From: Dan Mento <dan.mento@flocksafety.com>
Sent: Thursday, October 6, 2022 2:44 PM
To: Herbaugh, Justin
Subject: Re: RFP #22-2363-6JMH - ALPR for Henrico Police, Negotiation and BAFO Request
Attachments: Flock Safety 1.0 - Negotiation Letter (10.5.2022).docx

Good afternoon Justin,

Attached is our response to the Negotiation Letter and BAFO Pricing request in reference to RFP #222363-6JMH.

If you have any questions please let me know.

We appreciate the opportunity to work with Henrico County.

Thank you,

Dan

Dan Mento
Manager, Major Accounts (Eastern US)



914.350.6506 | Dan.mento@flocksafety.com

On Wed, Oct 5, 2022 at 11:29 AM Herbaugh, Justin <HER034@henrico.us> wrote:

Good morning Dan,

Please see attached Negotiation Letter and BAFO Pricing request in reference to RFP #22-2363-6JMH. It would be appreciated if you could please provide a response no later than October 7, 2022. Thank you.

Respectfully,

Justin

JUSTIN M. HERBAUGH, VCA, VCO

Procurement Analyst II

From: Dan Mento <dan.mento@flocksafety.com>
Sent: Thursday, September 29, 2022 10:14 AM
To: Herbaugh, Justin <HER034@henrico.us>
Subject: ALPR RFP

Good afternoon Mr. Herbaugh,

I hope you are doing well. I am just circling back to see if there has been any update or timeline for a decision to be made regarding the RFP for license plate cameras.

Thank you,

Dan

Dan Mento

Manager, Major Accounts (Eastern US)



914.350.6506 | Dan.mento@flocksafety.com

flock safety

Let's defeat crime together

EXHIBIT B

Your **partner** in fighting crime



Dan Mento
(203) 868-1538
dan.mento@flocksafety.com

1170 Howell Mill Rd NW, Suite 210.
Atlanta, GA 30318

Henrico County



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Henrico County,

We appreciate the opportunity to bid on this project. Based on the needs shared we are confident that we can deliver a system that will help prevent and reduce crime.

When we started Flock Safety in 2017, we were just concerned citizens trying to use our talents in electrical engineering and software development to help our neighborhoods stop property crime. Since that time, we've heard from Sheriffs, Chiefs of Police, Command Staff, City Councils, Business Leaders, and other Concerned Neighbors like us from all across the country. There is a growing desire to work together to eliminate crime and I believe that with the right technology, hard-working officers, and community engagement we can make a serious dent in the crime in your jurisdiction.

And it's working today in 1500+ cities, with 1000+ law enforcement agencies across the country. We're seeing lower crime rates, kidnapping victims returned to their families unharmed, tens of millions of dollars in recovered stolen vehicles, illegal weapons taken off the streets, a renewed energy among detectives and patrol officers, and most importantly, communities that support their local law enforcement because they are safer than ever before. moreover, Flock is the only company in this space that views privacy as a deliverable, and we will continue to do so in perpetuity.

We want to continue that success with you and your community, so that you can:

- Use the latest, most advanced technology to capture better evidence
- Build tighter partnerships between law enforcement and the community you serve
- Have a local team of Flock Safety reps dedicated to working with you and serving you

Together, we can change the fabric of our country. We look forward to hearing from you and hope you will join the "flock"!

Thank you,



Garrett Langley
Founder and CEO

Your partner in eliminating crime

Flock Safety provides 1000+ law enforcement agencies in over 1500 cities a scalable solution for public safety that reduces crime by up to 60%. Spend less time chasing investigative leads; leverage Flock Safety's automatic license plate recognition (ALPR) and Vehicle Fingerprint™ technology to get actionable, objective evidence that drives results in your community for less than the cost of hiring an additional officer.

ALPR cameras that go anywhere

Our devices are infrastructure-free with solar power and LTE connectivity, so we can install them quickly where they make the most impact on crime.

Capture more than license plates

Search footage with Vehicle Fingerprint™ technology. Access vehicle type, make, color, license plate state, missing / covered plates, and other unique features like bumper stickers, decals, and roof racks.

Multiply your force with less

\$2,500 per camera/year includes hardware, software, solar power, data, cloud storage, ongoing maintenance, and access to 1B+ plate reads/month.

Partner with your community

Thousands of communities use privately-funded Flock Safety cameras nationwide. This means law enforcement has access to more footage without the additional cost.

Integrated Audio Detection

Uncover more than shell casings; get from "shots fired" to a suspect vehicle in real-time with the Raven™ audio detection device, an accessory for your ALPR that identifies crimes in progress before 911 is called.

1000+

agency
relationships
nationwide

1500+

cities with
private
cameras

1B+

license plate
reads per
month

120

Hot List
notifications
per hour



Flock Safety's public safety operating system includes fixed license plate reading cameras and software for unlimited users to access footage and receive Hot List notifications.

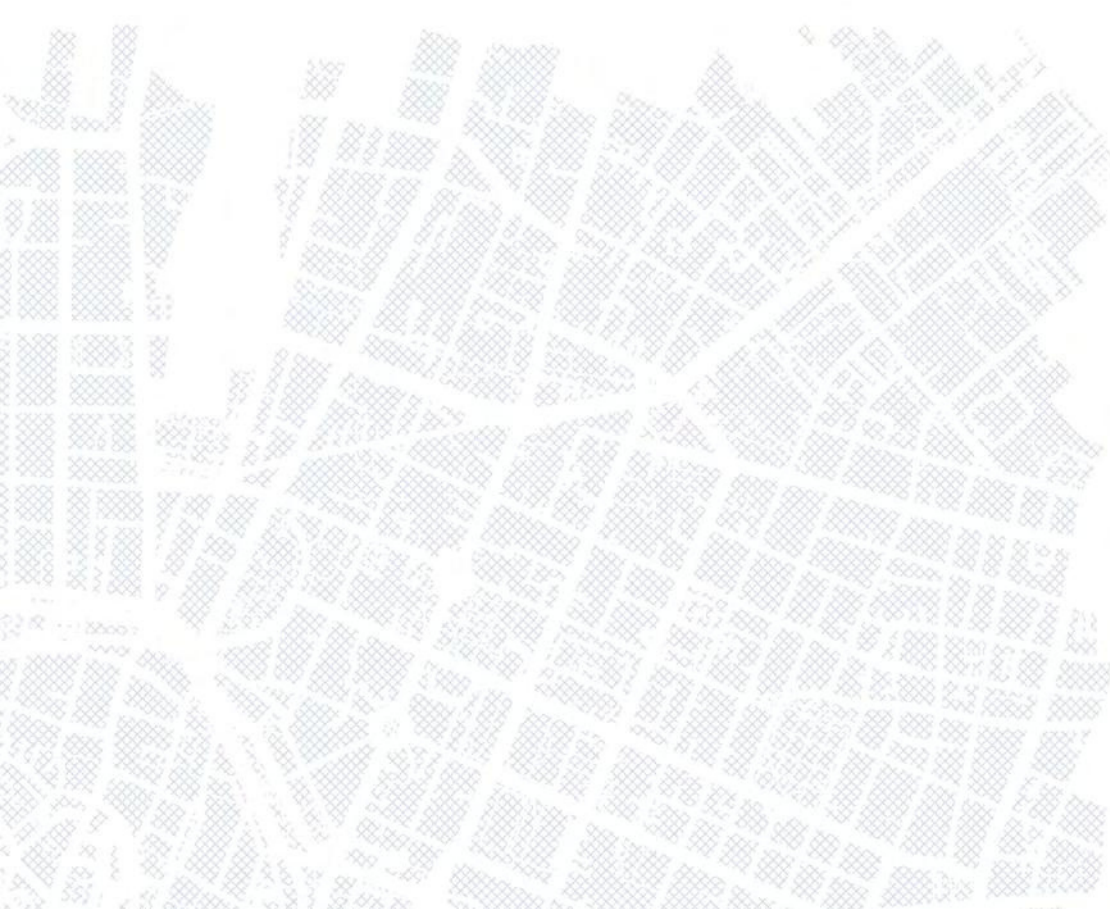
Learn more at
flocksafety.com/lawenforcement.

Proposal Content

- Experience: Flock started in 2017 and today our ALPR camera systems are in 1500+ cities, with 1000+ law enforcement agencies across the country. Specifically in VA we are working with multiple county agencies at this time.
- Number and types of customers the Offeror has served with comparable services. 1000+
- Number of years Offeror has been providing these types of services. 5 years
- References: please see page 7
- A statement detailing why the Offeror is the best candidate to provide the County of Henrico with the services requested in this RFP. Flock Safety provides 1000+ law enforcement agencies in over 1500 cities a scalable solution for public safety that reduces crime by up to 60%. Spend less time chasing investigative leads; leverage Flock Safety's automatic license plate recognition (ALPR) and Vehicle Fingerprint TM technology to get actionable, objective evidence that drives results in your community.
- Background information about the organization, e.g., philosophy, ownership, size, facilities, and locations, etc.
 - CEO: Garrett Langley
 - Facility/Location: Headquarters is located in Atlanta, Georgia
- Offerors management structure of the firm, e.g. organization chart of the firm, project team, etc. Please see page 15-16 for Implementation team
- Size and location of the office that will serve the County of Henrico. 4. Offeror's qualifications to perform the services, including all resources available to Offeror for the performance of the Contract. Please see page 15-16 for Implementation team.
- Qualifications and resumes of team members and other employees who will be managing and performing the services under the Contract. Projects and client services lists for team members may be submitted.
 - Dan Mento - <https://www.linkedin.com/in/dan-mento-929a037/>
 - Andrew Allen - <https://www.linkedin.com/in/andrew-allen-79b6a1158/>
- Name, title, address, email address, telephone and fax numbers, and work hours of the Offeror's Representative for the following functions:
 - Contact person for prompt contract administration upon award of the Contract Dan Mento, Major Accounts Manager, Dan.mento@flocksafety.com, 914.350.6506
- Contact person during the period of evaluation. Dan Mento

Proposal Content

- A statement explaining why the Offeror's proposed solution would be the most advantageous to the County. **Safety as a Service combined with our Vehicle Fingerprint Technology. We provide the hardware for installation, perform the install, provide the software, training on the software, ongoing maintenance for the life of the contract. We challenge you to find another platform that provides all of these services and capabilities at an efficient price.**
- Describe the one attribute that places the Offeror ahead of the competition. **Vehicle Fingerprint proprietary technology. Our cameras identify unique, distinguishing vehicle characteristics like color, make, model, paper tags, no tags, bumper stickers, window stickers, etc, which are crucial to investigations.**



References

1.) Richmond VA Police Department

200 West Grace Street.

Richmond, VA 23220

Ronnie Armstead, Major, Ronnie.Armstead@rva.gov , 804-646-3832

Scope of Services Provided. Installation and maintenance of fixed ALPR cameras throughout the city. Delivery of software and training for the agency.

2.) Williamsburg VA Police Department

425 Armistead Ave

Williamsburg, VA 23185

David Jay, Major, djay@williamsburgva.gov , 757-259-7219

Scope of Services Provided. Installation and maintenance of fixed ALPR cameras throughout the city. Delivery of software and training for the agency.

3.) Suffolk VA Police Department

111 Henley Place.

Suffolk, VA 23434

Jesse Epperson, Major, jepperson@suffolkva.us , 757-514-7911

Scope of Services Provided. Installation and maintenance of fixed ALPR cameras throughout the city. Delivery of software and training for the agency.

4.) Hampton VA Police Department

22 Lincoln St.

Hampton, VA 23669

Christopher Matthiae, Cpl., cmatthiae@hampton.gov , 757-728-3230

Scope of Services Provided. Installation and maintenance of fixed ALPR cameras throughout the city. Delivery of software and training for the agency.

5.) Franklin VA Police Department

13755 Sunrise Valley Drive.

Herndon, Virginia 20171

Steve Patterson, Chief, spatterson@franklinpolice.org , 757-562-8579

Scope of Services Provided. Installation and maintenance of fixed ALPR cameras throughout the city. Delivery of software and training for the agency.

Pricing

\$2,500 per camera, per year + \$350 one-time implementation fee

Camera Hardware:

- ✓ Automatic license plate reader
- ✓ Solar or DC Power
- ✓ Mounting equipment
- ✓ Maintenance Warranty

Hosting & Analytics:

- ✓ Cloud hosting
- ✓ Unlimited user licenses
- ✓ Hot list integration & alerts
- ✓ Ongoing software enhancements

Flock Safety does not provide electrical services. Electrical work not included in the price. Flock Safety's open API platform will allow neighboring agencies to pull read data into their platform at no extra cost. Flock Safety is not responsible for building this integration but it would be fully supported to export camera images from Flock Safety's ALPR Cameras.

Total Cost for Henrico County

50 Flock Falcon Cameras - \$125,000 per year (\$2500 per camera)

One time implementation/installation - \$350 per camera

Optional Advanced Search - \$2500 per year

Maintenance costs - included in pricing

Increase case clearance for your agency with Flock OS

Detect objective evidence 24/7

Scale public safety without growing your force or exceeding your budget. Instead of knocking on doors after a crime occurs, proactively deploy ALPR cameras or transform existing IP cameras into cameras that see like a detective 24/7 without overtime pay.



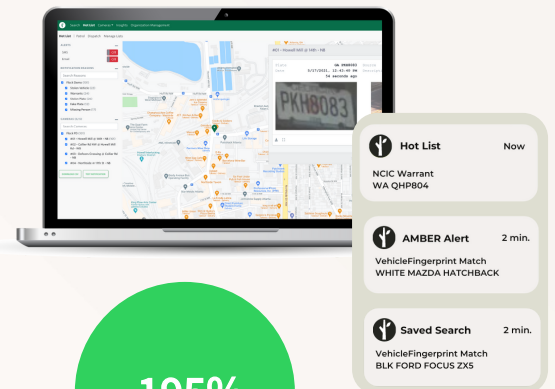
Decode footage to uncover leads

Our software identifies body type, make, color, license plate (partial, missing, or covered plates), temporary plates, license plate state, and unique features like decals, bumper stickers, and accessories that create a traceable Vehicle Fingerprint.



Deliver actionable data to your agency

Give Dispatch a birds-eye view of your jurisdiction and empower your Patrol Officers to be more effective in the field with real-time notifications related to active investigations.



“This technology provides officers the investigative leads necessary to go after suspects immediately, which is great for morale.”

Sgt. Adam Senf, Vacaville, CA

195%

customer
retention

Product

Flock Safety Automatic License Plate Reading (ALPR) cameras do not just identify the plate seen, but all the objects within the frame. Even if the vehicle does not have a tag, the image can be captured for review. The user interface is a simple search with unlimited user licenses. Within the software component, law enforcement can receive hotlist alerts and create custom alerts for plates under your investigation.

Software user interface

Flock Safety Automatic License Plate Reading (ALPR) cameras do not just identify the plate seen, but all the objects within the frame. Even if the vehicle does not have a tag, the image can be captured for review. The user interface is a simple search with unlimited user licenses. Within the software component, law enforcement can receive hotlist alerts and create custom alerts for plates under your investigation.

Detect Crime

- Connected to the NCIC Hot List & CJIS compliant
- State detection to ensure quality alerts
- Hotlist alerts (includes privately owned cameras in your jurisdiction)
- Create custom alerts for tags under investigation with your organization
- Filter notifications by reason codes (exclude sex offenders, include stolen plates, etc.)
- Email and SMS alerts to users
- Audible and visual alerts

Access Evidence

- Filter search by specific camera location
- Capture vehicles regardless of plate type (paper, no plate, etc.)
- Search results with vehicle summary in multiple formats
- Filter by Vehicle Fingerprint™
- Date and time
- Vehicle Characteristics
- Plate (partial/full)
- Plate Type (in state, out of state, temporary tag)
- Build & Color
- Resident status
- Location/Date/Time



Insights

Give city council an ROI report

- Discover crime and traffic patterns
- Prioritize changes by greatest impact
- Change your community for the better

National and Local Sharing

A new way to solve cross-jurisdiction crimes

- New privacy setting (National + State search)
- 500M monthly reads
- Attached to "Lookup" experience

Lookup

Search plates across your jurisdiction

- "I have the plate where is the car?"
- Designed to search all cameras, all time
- Get a full view of all activity tied to one vehicle in your network



Performance



Daytime Footage



Temporary Plate



Covered Plate



Nighttime Footage



No Plate



Two Lanes of Traffic



Camera Specifications

Design

Dimensions: 8.75" x 3"

Weight: 3 lbs

IP65 Waterproof

Power

14Ah Battery

30W Solar Panel (14" x 21")

AC Power (5 ft. range)



Data

16GB local storage, ~2 weeks

Motion

Passive Infrared Motion Detection

Connectivity

Embedded Cellular LTE Connection

Cellular service provider depends on area

Production

Designed & manufactured in the U.S.

Night Vision

850nm Custom IR Array

Cloud Storage

30 days storage (Amazon Web Services)

Accessible via secure website

Images can be downloaded and stored by department

Camera Performance

Motion

NCIC and Custom Alert Notifications

Average of 10-15 seconds

Includes time, location, plate, and vehicle image

Includes state specific alerts based on image

Power Source

100-240 VAC <1 amp

60 W Solar

11-14 Volt

Processing Power

1.4GHz

64-bit quad-core CPU

Image Capture

30-50 ft from vehicles

Up to 2 lanes of traffic per camera

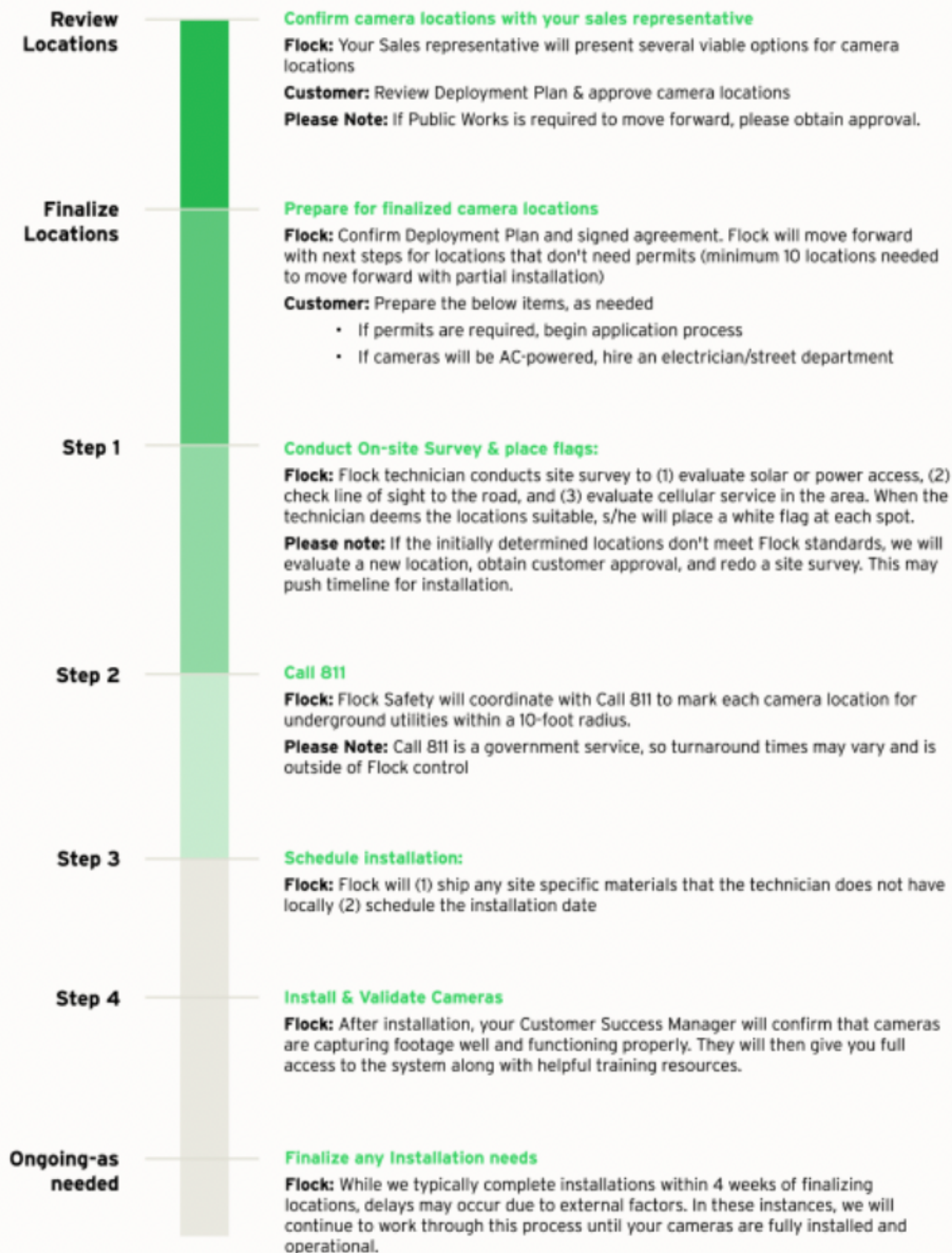
Date and time with camera location

Plate (state, partial, paper, and none)

Vehicle details (Make, type, and color)

Implementation Timeline

This timeline provides general guidance and understanding of your installation process. While we typically complete installations 6-8 weeks after locations have been finalized, delays can occur as noted in the timeline below:



flock safety

Customer Support Guide

Flock Safety Support Team

Q: How do I get in touch with the support team?

A: Email Support@flocksafety.com, and our dedicated support team will be ready to help you however we can. You can also reach out via phone at **866-901-1781**.

Q: When should I expect a response back from the support team?

A: Typically, within minutes, but please allow up to 24 hours for a response.

Q: When should I reach out to the support team?

A: When:

- You need assistance navigating the platform
- You notice an issue with your camera
- You can't find something you're looking for
- Whenever you need a question answered!

Frequently Asked Support Questions

Q: Where do I find my community's **Safe List** link to register my vehicle tag?

A: Log into your account > on the top navigation bar, click Safe List > click on the URL at the very top of the page

Q: How can I get additional **training** on the system?

A: You can always attend our training webinars that are held every 2 weeks on Thursdays at 12pm EST or request a personalized training by emailing us with your preference and we will provide you with a link to register!

Q: How do I assign **user permissions**?

A: The roles section of user management can be used to create a new permission set or edit existing sets. Each user, when assigned to a role, will inherit the permissions granted by that role. For more information on user management, go here: <https://help.flocksafety.com/en/user-management>

Q: How do I **share my footage with my local law enforcement** agency?

A: First reach out to your sales representative or to support@flocksafety.com to find out if we're currently working with your local agency. If not, Flock will work to obtain an agreement with the agency before we begin sharing.

Once a working relationship is confirmed, you can follow the steps in this article to share access:

<https://help.flocksafety.com/en/article/sharing-requesting-footage>

Frequently Used Help Articles

- Navigating the footage search: <https://help.flocksafety.com/en/article/using-feed>
- Inviting a new user: <https://help.flocksafety.com/en/article/inviting-users>
- Setting up the Safe List: <https://help.flocksafety.com/en/article/using-safe-list>
- Search for a specific plate: <https://help.flocksafety.com/en/article/searching-for-plates>

Implementation Team	How they will support you
Project Manager 	Your Project Manager is your primary contact during camera installation. • Your project manager will guide you through the entire installation process, keeping you apprised of all implementation updates as well as answering any questions you have during this time. They will ensure that all the cameras are on the ground and operating for at least 48 hours before transitioning you to your Customer Success Manager.
Field Operations Team 	• The Field Operations team is responsible for the physical installation and maintenance of cameras and associated equipment provided by Flock. This includes a large team of technicians, schedulers, and many others involved in ensuring the delivery of the product. • They take the technical plan you finalized with Product Implementation and work closely with other teams at Flock to make sure that the cameras are installed quickly and safely and in a way that maximizes the opportunity to solve crime at a specific location. • *Note*: For all Installation questions or concerns, please always direct them to your Customer Success Manager and not the technician.
Product Implementation Specialist 	Your Product Implementation Specialist is your technical product expert. They will help translate your goal for using Flock Safety cameras into a technical plan that can be executed and enable you to solve crime. Your specialist will work your Sales Rep to: • Review the cameras in your deployment • Ensure that the deployment plan is set up for success from a technological standpoint in addition to meeting your goals for the product • If any of your locations require permits, a member of the Product Implementation team will assist you in packaging your application(s).

Relationship Team

How they will support you

Customer Success Manager



Your **Customer Success Manager** is your **strategic partner** for your lifetime as a Flock customer.

While the cameras are getting installed, your CSM will help get your account set up and get all key users trained on the system.

Post-Camera-Installation, your CSM will be your go-to for most account-related needs: You should reach out to them to:

- Set up Account Training
- Understand benefits of features
- Learning best practices for getting relevant data
- Identifying opportunities to expand the security network in your area
- Provide feedback on your partnership with Flock

Flock Safety Support



The Flock Safety Support team is committed to answering all your day-to-day questions as quickly as possible. To **get in touch with support**, simply email **support@flocksafety.com**. Support can help you:

- Request camera maintenance
- Troubleshoot online platform
- Contract / Billing questions
- Update account information
- Camera Sharing questions
- Quick "How to" questions in your Flock Account

About Flock Safety ALPR

Privacy and Ethics Factsheet

How does Flock Safety keep devices and data secure?

Flock Safety holds itself to the highest level of security. We have implemented the following security policies and features:

- Flock Safety data and footage is encrypted throughout its entire lifecycle. All data is securely stored with AES256 encryption with our cloud provider, Amazon Web Services.
- On-device, data is only stored temporarily for a short time until it is uploaded to the cloud, at which point it is removed automatically from the local device. This means the data is secure from when it is on the Flock Safety device to when it is transferred to the cloud, using a secure connection to Flock Safety servers. While stored in the cloud, all data (both footage and metadata) is fully encrypted at rest.
- Flock Safety defaults to permanently deleting all data after 30 days on a rolling basis, setting a new standard in the industry.

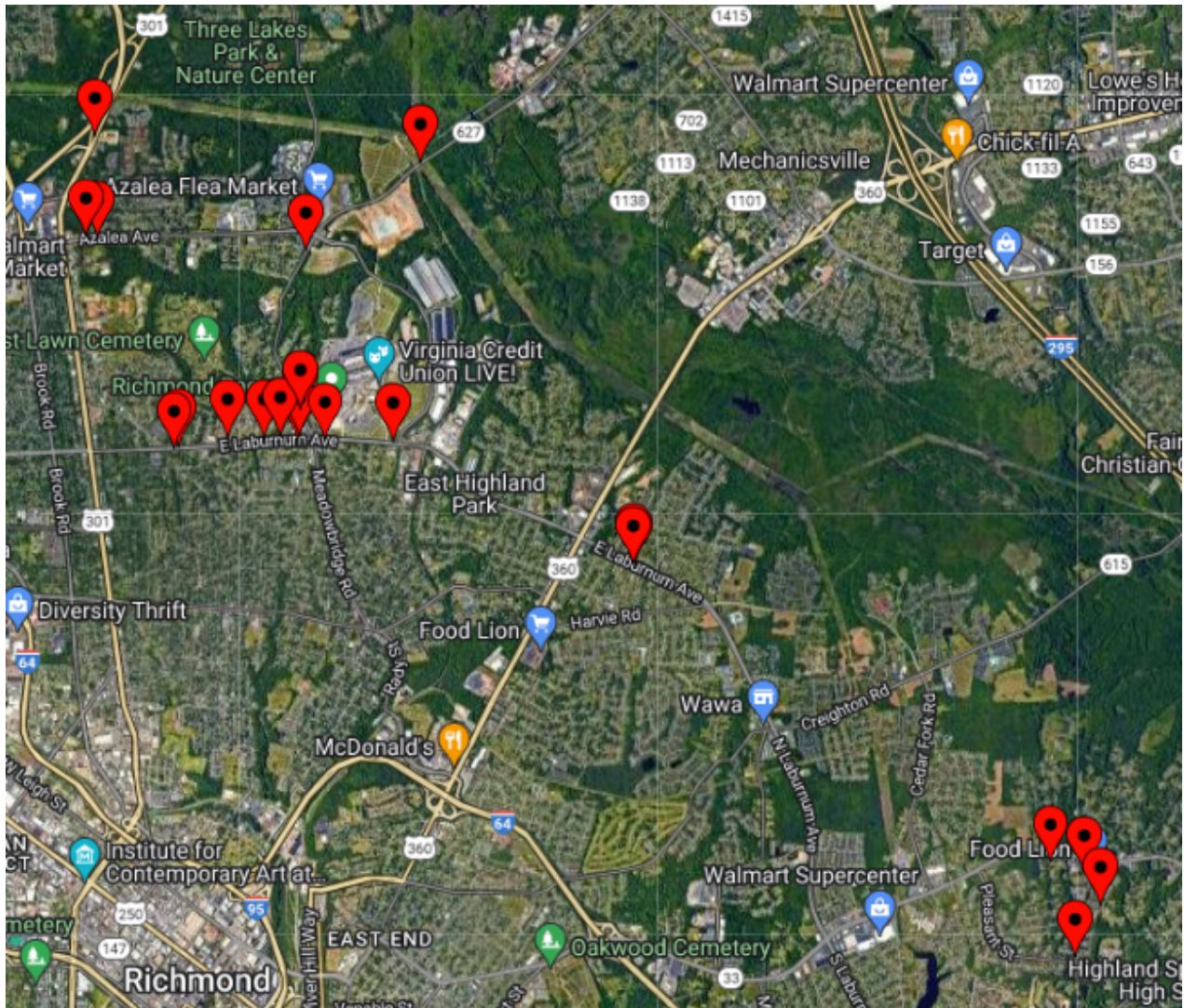
Who has access to data collected by Flock Safety devices?

- Flock Safety's customers own 100% of their data and determine who has access. Flock Safety will never share or sell the data, per our privacy policy.
- With explicit written permission from the customer, Flock Safety does have the ability to grant law enforcement access to specific footage for a short period (24 hours, 48 hours, or however long the customer desires) in the event of an investigation following a crime. Access can only be granted through the approval of the customer.
- Flock Safety has maintenance software in place to measure device performance and image capture quality. This is used to diagnose issues preemptively and schedule service calls in the event of a device malfunction or emergency.

How long does Flock Safety keep data?

- Flock Safety stores footage for only 30 days on a rolling basis by default, after which the footage is automatically hard deleted. The only exception to this is if a democratically-elected governing body or official legislates a different data retention period.

Henrico County Deployment Strategy



Flock has reviewed the Professional Services Agreement and agrees to execute and comply with the agreement. Flock will be able to fulfill the proper insurance requirements.

ATTACHMENT A PROPOSAL SIGNATURE SHEET

My signature certifies that the proposal as submitted complies with all requirements specified in this Request for Proposal ("RFP") No. 22-2363-6JMH - Automatic License Plate Reader.

My signature also certifies that by submitting a proposal in response to this RFP, the Offeror represents that in the preparation and submission of this proposal, the Offeror did not, either directly or indirectly, enter into any combination or arrangement with any person or business entity, or enter into any agreement, participate in any collusion, or otherwise take any action in the restraining of free, competitive bidding in violation of the Sherman Act (15 U.S.C. Section 1) or Sections 59.1-9.1 through 59.1-9.17 or Sections 59.1-68.6 through 59.1-68.8 of the Code of Virginia.

I hereby certify that I am authorized to sign as a legal representative for the business entity submitting this proposal.

LEGAL NAME OF OFFEROR (DO <u>NOT</u> USE TRADE NAME): Flock Group Inc	
ADDRESS: 1170 Howell Mill Road NW, Ste 210 Atlanta, GA 30318	
FEDERAL ID NO: 820594875	
SIGNATURE:	DocuSigned by: <i>Mark Smith</i> AC5C931454C24F3...
NAME OF PERSON SIGNING (PRINT): Mark Smith	
TITLE: General Counsel	
TELEPHONE: 866.901.1781	
FAX: N/A	
EMAIL ADDRESS: mark.smith@flocksafety.com	
DATE: 8/9/2022	

ATTACHMENT B BUSINESS CATEGORY CLASSIFICATION FORM

Company Legal Name: Flock Group Inc

This form completed by: Signature: Mark Smith
DocuSigned by:
AC5C831454C24F3...

Title: General Counsel

Date: 8/9/2022

PLEASE SPECIFY YOUR **BUSINESS CATEGORY** BY CHECKING THE APPROPRIATE BOX(ES) BELOW.

(Check all that apply.)

- ☐ SMALL BUSINESS
- ☐ WOMEN-OWNED BUSINESS
- ☐ MINORITY-OWNED BUSINESS
- ☐ SERVICE-DISABLED VETERAN
- ☐ EMPLOYMENT SERVICES ORGANIZATION
- ☒ NON-SWAM (Not Small, Women-owned or Minority-owned)

SUPPLIER REGISTRATION – The County of Henrico encourages all suppliers interested in doing business with the County to register with eVA, the Commonwealth of Virginia's electronic procurement portal, <http://eva.virginia.gov>.

eVA Registered? ☒ Yes ☐ No

If certified by the Virginia Minority Business Enterprises (DMBE), provide DMBE certification number and expiration date.

____ NUMBER

____ DATE

DEFINITIONS

For the purpose of determining the appropriate business category, the following definitions apply:

"Small business" means a business, independently owned and controlled by one or more individuals who are U.S. citizens or legal resident aliens, and together with affiliates, has 250 or fewer employees, or annual gross receipts of \$10 million or less averaged over the previous three years. One or more of the individual owners shall control both the management and daily business operations of the small business.

"Women-owned business" means a business that is at least 51 percent owned by one or more women who are U.S. citizens or legal resident aliens, or in the case of a corporation, partnership, or limited liability company or other entity, at least 51 percent of the equity ownership interest is owned by one or more women who are U.S. citizens or legal resident aliens, and both the management and daily business operations are controlled by one or more women.

"Minority-owned business" means a business that is at least 51 percent owned by one or more minority individuals who are U.S. citizens or legal resident aliens, or in the case of a corporation, partnership, or limited liability company or other entity, at least 51 percent of the equity ownership interest in the corporation, partnership, or limited liability company or other entity is owned by one or more minority individuals who are U.S. citizens or legal resident aliens, and both the management and daily business operations are controlled by one or more minority individuals.

"Minority individual" means an individual who is a citizen of the United States or a legal resident alien and who satisfies one or more of the following definitions:

1. "African American" means a person having origins in any of the original peoples of Africa and who is regarded as such by the community of which this person claims to be a part.

2. "Asian American" means a person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent, or the Pacific Islands, including but not limited to Japan, China, Vietnam, Samoa, Laos, Cambodia, Taiwan, Northern Mariana Islands, the Philippines, a U.S. territory of the Pacific, India, Pakistan, Bangladesh, or Sri Lanka and who is regarded as such by the community of which this person claims to be a part.

3. "Hispanic American" means a person having origins in any of the Spanish-speaking peoples of Mexico, South or Central America, or the Caribbean Islands or other Spanish or Portuguese cultures and who is regarded as such by the community of which this person claims to be a part.

4. "Native American" means a person having origins in any of the original peoples of North America and who is regarded as such by the community of which this person claims to be a part or who is recognized by a tribal organization.

"Service disabled veteran business" means a business that is at least 51 percent owned by one or more service disabled veterans or, in the case of a corporation, partnership, or limited liability company or other entity, at least 51 percent of the equity ownership interest in the corporation, partnership, or limited liability company or other entity is owned by one or more individuals who are service disabled veterans and both the management and daily business operations are controlled by one or more individuals who are service disabled veterans.

"Service disabled veteran" means a veteran who (i) served on active duty in the United States military ground, naval, or air service, (ii) was discharged or released under conditions other than dishonorable, and (iii) has a service-connected disability rating fixed by the United States Department of Veterans Affairs.

"Employment services organization" means an organization that provides community-based employment services to individuals with disabilities that is an approved Commission on Accreditation of Rehabilitation Facilities (CARF) accredited vendor of the Department of Aging and Rehabilitative Services.

ATTACHMENT C
Virginia State Corporation Commission (SCC)
Registration Information

The Offeror:

☒ is a corporation or other business entity with the following SCC identification number:
11217335 -OR-

☐ is not a corporation, limited liability company, limited partnership, registered limited liability partnership, or business trust -OR-

☐ is an out-of-state business entity that does not regularly and continuously maintain as part of its ordinary and customary business any employees, agents, offices, facilities, or inventories in Virginia (not counting any employees or agents in Virginia who merely solicit orders that require acceptance outside Virginia before they become contracts, and not counting any incidental presence of the Bidder in Virginia that is needed in order to assemble, maintain, and repair goods in accordance with the contracts by which such goods were sold and shipped into Virginia from Bidder's out-of-state location) -OR-

☐ is an out-of-state business entity that is including with this bid/proposal an opinion of legal counsel which accurately and completely discloses the undersigned Bidder's current contracts with Virginia and describes why those contracts do not constitute the transaction of business in Virginia within the meaning of §13.1-757 or other similar provisions in Titles 13.1 or 50 of the Code of Virginia.

Please check the following box if you have not checked any of the foregoing options but currently have pending before the SCC an application for authority to transact business in the Commonwealth of Virginia and wish to be considered for a waiver to allow you to submit the SCC identification number after the due date for bids: ☐

ATTACHMENT D
PROPRIETARY/CONFIDENTIAL INFORMATION IDENTIFICATION

NAME OF OFFEROR: Nothing to Add

Trade secrets or proprietary information submitted by an Offeror shall not be subject to public disclosure under the Virginia Freedom of Information Act; however, the Offeror must invoke the protections of Va. Code § 2.2-4342(F) in writing, either before or at the time the data or other materials are submitted. The Offeror must specifically identify the data or materials to be protected including the section(s) of the proposal in which it is contained and the pages numbers, and state the reasons why protection is necessary. A summary of trade secrets and proprietary information submitted shall be submitted on this form. The proprietary or trade secret material submitted must be identified by some distinct method such as highlighting or underlining and must indicate only the specific words, figures, or paragraphs that constitute trade secret or proprietary information. Va. Code § 2.2-4342(F) prohibits an Offeror from classifying an entire proposal, any portion of a proposal that does not contain trade secrets or proprietary information, line item prices, or total proposal prices as proprietary or trade secrets. If, after being given reasonable time, the Offeror refuses to withdraw such classification(s), the proposal will be rejected.

SECTION/TITLE	PAGE NUMBER(S)	REASON(S) FOR WITHHOLDING FROM DISCLOSURE



COMMONWEALTH OF VIRGINIA
County of Henrico

DEPARTMENT OF FINANCE
Scar Knott, CPP, CPPO, VCO
Purchasing Director

Addendum No. 1

Date: August 8, 2022
Request for Proposal: 22-2363-6JMH, Automatic License Plate Reader
Receipt Date/Time: (CHANGED) August 18, 2022 at 2:30pm
Opening Date/Time: (CHANGED) August 18, 2022 at 2:30pm
Subject: Contract Period Revision, Due Date Extension, Q&A Forthcoming

Ladies/Gentlemen,

Please make the following corrections, deletions and/or additions to the above referenced RFP;

The time and date for receipt of proposal submissions is extended to August 18, 2022 at 2:30pm local prevailing time.

Addendum No. 2 with questions, answers, and additional information will be posted no later than August 11, 2022.

Please update Section II. DD., "Contract Period" to read:

- 1. The contract period shall be one (1) year from date of award. Contract prices shall remain firm for the contract period.**
- 2. The contract may be renewed for four (4) additional one-year periods upon the sole discretion of the County at a price not to exceed 3% above the previous period's prices unless written approval is given by the Purchasing Director.**

All other specifications and General Terms and Conditions shall remain the same.

Bidders must take due notice and be governed accordingly. Acknowledgement of the receipt of this addendum shall be made on your Proposal Submission. If your bid has already been delivered, please revise your uploaded eVA Procurement Portal submission to include this signed addendum.

Failure to acknowledge this addendum may result in your bid being declared non-responsive.

Sincerely,

Justin Herbaugh

Justin M. Herbaugh, VCA, VCO
Procurement Analyst II
Her034@henrico.us

ACKNOWLEDGEMENT:

DocuSigned by:
Signature: Mark Smith
AC5C931454C24F3...
Print Name: Mark Smith
Company: Flock Group Inc
Date: 8/9/2022



COMMONWEALTH OF VIRGINIA
County of Henrico

DEPARTMENT OF FINANCE
scar Knott, CPP, CPPO, VCO
Purchasing Director

Addendum No. 2

Date: August 11, 2022
Request for Proposal: 22-2363-6JMH, Automatic License Plate Reader
Receipt Date/Time: August 18, 2022 at 2:30pm
Opening Date/Time: August 18, 2022 at 2:30pm
Subject: Questions, Answers and Clarifications

Ladies/Gentlemen,

Please make the following corrections, deletions and/or additions to the above referenced RFP;

- Q1. How many systems are required?**
A1. The Police Division is planning to install 50 to start, but final number of systems will fluctuate based on the Division's needs and appropriated budget.
- Q2. If the number of systems is not known does the County expect the vendor to perform a site survey or will locations be given after contract award?**
A2. The Police Division will determine locations based on crime trends and patterns.
- Q3. Are attachments E and F to be included in the response?**
A3. Attachment E and F are not necessary to be included in the response but shall be requested and obtained during the negotiation portion of the RFP process.
- Q4. Does the County require the insurance certification prior to selection of the winning bidder?**
A4. The certificate of insurance must be provided prior to execution of any resulting contract.
- Q5. Within the Scope of Services, item 8 states: "The technology must be able to accept digital images not captured by the system to conduct searches." Is the County seeking the ability to upload your own photos/video of vehicle searches to the vendor's Cloud-based system?**
A5. Yes.
- Q6. Can you confirm the number of lanes that should be covered by a single camera?**
A6. Cameras should be able to cover two (2) lanes at a minimum.
- Q7. Can you confirm if the County will be providing poles/power for this project or if they need to be supplied by the vendor?**
A7. The County will NOT be providing poles or power for this project. Poles and power solutions will need to be provided by the Successful Offeror.
- Q8. Does the County already use another ALPR vendor?**
A8. The County currently holds a contract with ELSAG for mobile license plate readers and does not have a contracted vendor for pole-based ALPR systems.

- Q9. Can the County provide the locations for existing/new ALPR system?**
A9. The existing, contracted ALPR units are mobile based systems.
- Q10. Will the County consider a lease option for the pricing of the ALPR system?**
A10. Yes. The Division of Police prefer to lease ALPR systems.
- Q11. Can the County confirm a budget for this project?**
A11. Yes. The Division of Police can confirm the project budget during negotiations with offerors.
- Q12. What manner of mounting will Henrico County expect: poles provided by the vendor or use existing structures/poles?**
A12. Poles shall be provided by the vendor.
- Q13. What roadway safety standards are required for pole and equipment installation?**
A13. All necessary permits, engineer drawing, and safety requirements should be obtained and maintained directly by the Successful Offeror and included with product.
- Q14. For installations on VDOT right of way- will Henrico County prepare professional engineer stamped drawings and obtain permissions and permits from VDOT for each location?**
A14. No.
- Q15. Will Henrico County obtain or provide any required permits and permissions for non-VDOT roadways?**
A15. No.
- Q16. Scope of Service page 2, #8 states, "The technology must be able to accept digital images not captured by the system to conduct searches." Can you please explain further the functionality that is desired?**
A16. Police would prefer the ability to upload images from outside sources (i.e. Ring or commercial surveillance) to be searched to identify vehicle based upon make and/or model.
- Q17. Will the County of Henrico provide the quantity of ALPR cameras to be purchased and the location where they are to be installed?**
A17. Yes.
- Q18. Can you please confirm if there is an actual Pricing tabulation sheet that provides offerors the product quantities to base their proposal on?**
A18. The Division of Police is requesting a "price per unit" to include all necessary preparation, installation, and maintenance.
- Q19. What is the number of vehicles to be detected per day on average?**
A19. Unknown; the number of vehicles will vary based upon traffic conditions. However, it is preferred that there is no limit in scans.
- Q20. Is site survey available or does this have to be done by the provider?**
A20. Site surveys will need to be completed by the Successful Offeror.

- Q21. What are the specifications for camera height?**
A21. No specific requirements. Camera height shall be dependent on location, visibility, and ability to prevent destruction.
- Q22. What is the maximum detection distance?**
A22. Preferred minimum detection distance of 60 feet. There is no maximum requested.
- Q23. If there are poles, what is the offset from 1st lane in feet?**
A23. The answer to this question is unknown and dependent on each pole site, location and setup.
- Q24. If there are gantries, and what height are they?**
A24. There are no gantries.
- Q25. If so, are the gantries dedicated to other materials such as VMS?**
A25. Not applicable.
- Q26. What is the installation height?**
A26. Unknown, depends on permits obtained for each pole location.
- Q27. What is the total number of sites?**
A27. Approximately 50.
- Q28. What are the number of lanes per direction?**
A28. The number of lanes is dependent on location. There will be a minimum of one (1) and maximum of three (3) per direction.
- Q29. How many bi-directional lanes are there?**
A29. Unknown. Dependent on pole and camera location.
- Q30. Does the system need to be wireless?**
A30. Yes.
- Q31. Do we need to provide FO ("fiber optic") availability?**
A31. The Division of Police is seeking a product that transmits data through cellular signal.
- Q32. Do we need to provide comms and energy cabinet?**
A32. Units are preferred to be infrastructure free, solar powered, and use cellular data transmission.
- Q33. Is there power available on site or do mobile units need to be solar powered?**
A33. Solar Powered is preferred.
- Q34. Does the client prefer a server-based system in house or would a software mobility platform in the cloud be acceptable?**
A34. Cloud-based platform is preferred.
- Q35. Do we need to interface with which national data base for enforcement? Deployed Protocol?**
A35. Product should interface with NCIC and the department's hotlist.

Q36. It says make, model, and color detection. Are we going to detect the front or the rear of the vehicle?

A36. Ideal product captures both front and rear of vehicles.

Q37. Do we need to detect motorcycles?

A37. Yes.

Q38. Will the County identify the name of its cellular data provider? Do you have an unlimited and unthrottled data plan?

A38. Vendor should provide cellular data as part of the ALPR system.

Q39. How many locations will require ALPR cameras? Does the county require a set number of cameras for each location?

A39. Approximately 50 locations will require ALPR cameras and exact locations will vary based upon the County's needs.

Q40. Will the County please clarify the number of lanes the systems would be expected to cover?

A40. Varies based upon location. There may be a minimum of one (1) and maximum of three (3) lanes per direction.

All other specifications and General Terms and Conditions shall remain the same.

Bidders must take due notice and be governed accordingly. Acknowledgement of the receipt of this addendum shall be made on your Proposal Submission. If your bid has already been delivered, please revise your uploaded eVA Procurement Portal submission to include this signed addendum.

Failure to acknowledge this addendum may result in your bid being declared non-responsive.

Sincerely,

Justin Herbaugh

Justin M. Herbaugh, VCA, VCO
Procurement Analyst II
Her034@henrico.us

ACKNOWLEDGEMENT:

Signature:

Dan Mento

Print Name:

Dan Mento

Company:

Flock Group Inc

Date:

8/16/2022