



COUNTY OF HUMBOLDT

AGENDA ITEM NO.

C19

For the meeting of: December 12, 2017

Date: November 20, 2017

To: Board of Supervisors

From: William F. Honsal, Sheriff

Subject: FY 2017-18 Supplemental Budget Adjustment Request for Humboldt County Sheriff's Operations Budget Unit 221 for Purchase of Computer-Aided Dispatch/Report Management System (4/5 vote required)

RECOMMENDATION(S):

That the Board of Supervisors:

1. Authorize the Chair of the Board of Supervisors to sign three copies of the Software and Services Agreement (Attachment 1) for Computer Aided Dispatch (CAD) and Records Management System (RMS) between Sun Ridge Systems, Inc. and the County of Humboldt; and
2. Authorize the Chair of the Board of Supervisors to sign contract amendments, modifications or extensions for the term on the agreement; and
3. Approve a supplemental budget adjustment request in Budget Unit 221 Sheriff Operations to establish fixed asset line items in FY 2017-18 for the purchase of the CAD/RMS (4/5 vote required).

Prepared by _____
Norma S. Lorenzo, Deputy Director Sheriff Admin

CAO Approval _____

REVIEW:	Auditor <u>MBM</u>	County Counsel <u>NAD</u>	Human Resources _____	Other _____
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TYPE OF ITEM:

Consent

Departmental

Public Hearing

Other _____

PREVIOUS ACTION/REFERRAL:

Board Order No. C-20

Meeting of: 4/18

BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT

Upon motion of Supervisor Wilson

Seconded by Supervisor Sundberg

Ayes Sundberg, Fennell, Bass, Bohn, Wilson

Nays _____

Abstain _____

Absent _____

And carried by those members present, the Board hereby approves the recommended action contained in this report.

Dated: 12/12/17

By: _____
Kathy Hayes, Clerk of the Board

		Revenue	Expense
1100-221-707029	Asset Forfeiture Revenue	\$413,846	
1100-221-8529	Fixed Asset CAD/RMS		\$175,668
1100-221-8531	Fixed Asset Computer Server		\$150,000
1100-221-2148	Computer Software Annual Maintenance		\$88,178

SOURCE OF FUNDING:

Sheriff's Trust 3639 – Seized Funds Federal
 Sheriff's Trust 3642 – Seized Funds State

DISCUSSION:

In 1999 the Sheriff's Office purchased a dispatch and records management system. A major upgrade was implemented in December 2009 that allowed expanded computer-aided dispatch, as well as, interface with California Law Enforcement Telecommunications System (CLETS) and other Department of Justice databases, and a computerized evidence tracking system.

On February 28, 2017 the Sheriff's Office published a Request for Proposals (RFP) for professional services pertaining to an integrated suite of public safety software products, specifically, computer-aided dispatch, records management and report writing. The RFP resulted in ten responsive proposals that were reviewed and scored by an evaluation team. Proposals were ranked based on qualifications and ability to provide the required criteria included in the RFP. The top three firms were asked to present product demonstrations to the evaluation committee, and selected deputies from Sheriff's Operations. The evaluation committee unanimously agreed that the most suitable firm for the required products is Sun Ridge Systems, Inc. (RIMS).

In addition to the new CAD and RMS systems, RIMS is an integrated system that provides mobile computer software for patrol vehicles, in-station mapping, property room bar coding, collaborative data sharing, and citizen public access. The collaborative data sharing will allow the Sheriff's Office to share data with other law enforcement agencies in Humboldt County who are also on the system: Arcata Police, Eureka Police, Fortuna Police and Humboldt State University Police departments. The citizen public access provides a reporting website and mapping of crime statistics. Other features include training and inventory modules, advanced statistical reporting, and interfaces with E911, CLETS, SmartJustice, CopLogic, California Law Enforcement Warrant System (CLEWS), as well as, Karpel Records System in the District Attorney's office.

FINANCIAL IMPACT:

The total cost of the RIMS system, without first year maintenance is \$813,433. The Software and Service Agreement (Attachment 1) allows the Sheriff's Office to make five annual lease/purchase payments in the amount of \$175,668 and includes interest in the amount of 4.0 percent, for a total financed price of \$878,340.

A supplemental budget adjustment in the amount of \$413,846 is requested to establish fixed asset line items in the approved FY 2017-18 budget for the Humboldt County Sheriff's Operations budget unit 1100221 for the fixed assets below:

8529 Fixed Asset CAD/RMS – year one lease purchase \$175,668
 8531 Fixed Asset Computer Servers - \$150,000

First year annual software maintenance in the amount of \$88,178 is included in year-one payments and will be charged to 2148 Computer Software. Once the full purchase price has been paid, annual maintenance will drop from \$120,350 on the current system to \$88,178; a savings of \$32,172 a year.

The initial payment in the amount of \$413,846 in FY 2017-18 will be transferred from Sheriff's Seized Assets Trust funds. Annual distributions to the seized asset trust funds have historically exceeded \$350,000 and will continue to cover costs for the following four years lease/purchase.

Sheriff's Trust 3639 Seized Funds Federal – current balance \$626,406
Sheriff's Trust 3642 Seized Funds State – current balance \$217,426

The budget adjustment for the new CAD/RMS system meets the Board of Supervisors Strategic Framework Plan goal of providing for and maintaining infrastructure in the Sheriff's Office, and builds interjurisdictional and regional cooperation.

OTHER AGENCY INVOLVEMENT:

Humboldt County IT Department

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board could deny the request to approve the budget supplemental adjustment request, however, this is not recommended as the current dispatch voice logging recorder is unreliable and has a high potential for complete failure.

ATTACHMENTS:

- | | |
|--------------|---|
| Attachment 1 | Sun Ridge Systems Inc. Software and Services Agreement |
| Attachment 2 | Request for Proposals Computer-Aided Dispatch and Sheriff's Records Report Writing System |
| Attachment 3 | Sun Ridge Systems Inc. Proposal |
| Attachment 4 | Request for Proposals Ranking |

Attachment 1

Sun Ridge Systems Inc. Software and Services Agreement

**SUN RIDGE SYSTEMS, INC.
SOFTWARE AND SERVICES AGREEMENT**

This Software and Services Agreement ("Agreement") is executed in triplicate as of December 12, 2017, between Sun Ridge Systems, Inc., a California corporation ("Sun Ridge"), and the County of Humboldt, a political subdivision of the State of California ("the County") located at 825 Fifth Street, Eureka California 95501.

Section 1. Agreement. That for and in consideration of payments and agreements hereinafter mentioned to be made and performed by the County, and under the conditions set forth in this Agreement, Sun Ridge agrees to provide computer software ("Software") and services ("Services") to the County as described in Exhibit A, Scope of Work, attached hereto and incorporated herein. The Software support and maintenance services to be provided by Sun Ridge as part of the Services are more specifically described in Exhibit C attached hereto and incorporated herein ("Software Support Services Agreement").

Section 2. County Project Manager. Sun Ridge shall work under the general direction of the Humboldt County Sheriff or his designee in fulfilling this Agreement.

Section 3. Scope of Work. The project that is the subject of this Agreement shall consist of the delivery by Sun Ridge to the County of the Software and Services (the "Project") described in Exhibit A.

Section 4. Payment Schedule. In consideration for the Software and Services to be provided by Sun Ridge under this Agreement, the County agrees to pay Sun Ridge the Total Contract Amount ("Contract Amount") given in Exhibit B according to the following schedule ("Lease-Purchase Schedule"):

<u>Year</u>	<u>Lease-Purchase Payment</u>	<u>Support Payment</u>	<u>Total Payment</u>
1	\$175,668	\$88,178	\$263,846
2	\$175,668	\$88,178	\$263,846
3	\$175,668	\$88,178	\$263,846
4	\$175,668	\$88,178	\$263,846
5	\$175,668	\$88,178	\$263,846

Interest Rate is 4%/year fixed

- The first payment for Software shall become billable by Sun Ridge upon signing of this Agreement by both parties.
- The 4 remaining payments for the remaining four (4) years will be due on each anniversary date of the Final Acceptance Notice. For example, if the date of the Final Acceptance Notice should be x/1/17, then the 2nd payment due date would be x/1/18, 3rd payment due date x/1/19, etc.).
- After the second year the lease can be canceled and the products returned by Lessee at any time with 60 days notice.

- After all Lease Purchase Payments are made the County shall own the Licenses to the Software listed in Exhibit A.

The County shall not be entitled to withhold or delay payments due to Sun Ridge pursuant to the above Payment Schedule due to delay in the delivery, installation, or testing of Software items described in Exhibit A where the delay is the result of action or inaction or breach of this Agreement by the County, its agents or employees or the action or inaction of a third party which is not within Sun Ridge's reasonable control.

Section 5. Invoices. Invoices shall be sent to:

Humboldt County Sheriff
826 4th Street
Eureka CA 95501

Upon receipt of the invoice, the County shall verify that the invoice has been properly prepared and that the conditions of payment have been fulfilled. If the payment conditions have been fulfilled, the invoice shall be processed and paid by the County within thirty (30) days after the County's receipt thereof.

In addition to any other amounts for which County is liable under this Agreement, County agrees to pay to Sun Ridge a late charge equal to one percent (1%) of the amount due if County fails to pay Sun Ridge any amount that is due and owing pursuant to this Agreement within sixty (60) days after County's receipt of an invoice from Sun Ridge. In addition, any invoiced amounts that are due and owing under this Agreement which County fails to pay to Sun Ridge within ninety (90) days after County's receipt of an invoice from Sun Ridge shall thereafter bear interest at the rate of twelve percent (12%) per annum or the highest interest rate allowed by applicable law, whichever is less.

Section 6. Term of Agreement. Unless terminated earlier in accordance with the provisions of this Agreement or applicable law, the term of this Agreement ("Term") shall be from the date shown on the first page of this Agreement through completion of the Project or January 1, 2020, whichever occurs earlier, but subject to extension of time for delays which are beyond the reasonable control of Sun Ridge as described in Section 13g below. Completion of the Project means the installation by Sun Ridge of all of the Software, the completion by Sun Ridge of all training and other Services and the payment by the County to Sun Ridge of the entire Contract Amount. The Project schedule is to be separately generated and agreed to between the parties. Notwithstanding the foregoing, the License described in Section 9 below will remain in effect until it is terminated pursuant to Section 9.

Section 7. Warranty/Disclaimer of Liability.

a. Sun Ridge warrants that upon delivery the Software substantially conforms to its Documentation and is free from defects that will materially impair its use. The County's sole and exclusive remedy for breach of this warranty will be repair or replacement of the Software. Sun Ridge will make reasonable efforts to correct errors in the Software, but does not warrant that the Software is error-free or will perform without interruption. The County has relied solely upon its own investigation and judgment in selecting the Software and not upon any representations or promises of Sun Ridge except as may be expressly stated in this Agreement.

b. THE FOREGOING WARRANTY IS IN LIEU OF ALL OTHER WARRANTIES PERTAINING TO THE SOFTWARE, EXPRESS OR IMPLIED, AND SUN RIDGE SPECIFICALLY DISCLAIMS ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.

c. IN NO EVENT WILL SUN RIDGE BE LIABLE FOR LOST BUSINESS, DIRECT, SPECIAL, INCIDENTAL, OR CONSEQUENTIAL DAMAGES, HOWEVER CAUSED, WHETHER FOR BREACH OF WARRANTY, CONTRACT, TORT (INCLUDING NEGLIGENCE, STRICT LIABILITY, OR OTHERWISE) ARISING OUT OF THE QUALITY, CONDITION OR USE OF THE SOFTWARE OR ANY OTHER PART OF THE PRODUCT. IN NO EVENT WILL SUN RIDGE BE LIABLE FOR ANY AMOUNT WHICH EXCEEDS THE AMOUNT PAID BY THE COUNTY FOR THE PRODUCT IN RELATION TO CLAIMS DESCRIBED IN THIS SECTION, SECTION 7.

Section 8. Final Acceptance. For thirty (30) days from the beginning of County's operational use of the Software or forty (40) days after the completion of installation and training by Sun Ridge, whichever comes first (the "Test Period"), County shall test the system for defects and anomalies. During the Test Period, Sun Ridge shall address and attempt to resolve issues with the Software identified by County under the Software Support Services Agreement (Exhibit C). At the end of the Test Period, County shall accept or reject the Software as follows:

a. If County determines that the Software is performing to its satisfaction it shall immediately provide written notice to Sun Ridge of final acceptance of the Software ("Final Acceptance Notice"), and upon receipt of a valid invoice from Sun Ridge, shall process and pay the final milestone of the Contract Amount including any additional outstanding milestone Payment Amounts. Any remaining issues with the Software shall be covered as part of the original cost of the system and handled as maintenance items under the Software Support Services Agreement (Exhibit C).

b. If County decides to not accept the Software, then it must so notify Sun Ridge in writing within five (5) calendar days after the end of the Test Period (a "Rejection Notice"). If a Rejection Notice is given, this Agreement shall be automatically terminated and all payments already made by County to Sun Ridge, less the cost of project management, installation, data conversion, and training services provided up to the date of termination shall be returned to County by Sun Ridge within thirty (30) days after receipt of the notice. The terms of Section 11 and all other provisions of this Agreement that expressly survive such termination shall apply.

c. If County fails to provide a Final Acceptance Notice or a Rejection Notice within five (5) calendar days after the end of the Test Period, then County's final acceptance of the Software shall be considered to have occurred and County and Sun Ridge shall proceed as described in section 8.a above.

Section 9. Software License. Subject to the terms, conditions, limitations and restrictions set forth in this Agreement, Sun Ridge grants to the County a nonexclusive and non-transferable license, effective upon the County's Final Acceptance of the Software pursuant to Section 8 above, to use the Software in connection with the County's normal and customary daily operations substantially as they exist as of the date of commencement of the Term as described below (the "License"). The County shall acquire no ownership or other rights in or to the Software except for the License granted hereunder, and title to the Software shall at all times remain with Sun Ridge.

a. The following additional terms, conditions and limitations apply to the License:

i. The County may use the Software on all computers in the County's agency and in any other agencies explicitly agreed to in writing by Sun Ridge;

ii. The County may make a copy of the Software for backup or modification purposes only in support of the County's authorized use of the Software hereunder as Sun Ridge has expressly authorized; and

iii. No one using the Software, and no one for whose benefit the Software is being used, shall sublicense, resell, distribute, market, provide or otherwise make available the Software or any part or copies thereof to any third party.

iv. The County shall not transfer, use, or export the Software in violation of any applicable laws, rules, or regulations of any government or governmental agency.

v. The County shall not use the Software to disrupt, disable, or otherwise harm the operations, software, hardware, equipment, and/or systems of a business, institution, or other entity, including, without limitation, exposing the business, institution, or other entity to any computer virus, trojan horse, or other harmful, disruptive, or unauthorized component.

vi. The County shall not embed the Software in any third-party applications, unless expressly permitted under this Agreement or otherwise authorized in writing in advance by an authorized officer of Sun Ridge.

vii. The License granted under this Agreement shall apply only to the object code for the Software. No one using the Software, and no one for whose benefit the Software is being used, shall have the right to use or have access to the source code for the Software, and neither the County nor anyone using the Software pursuant to this License will modify, change, merge, adapt, translate, reverse engineer, decompile, disassemble or prepare derivative works based upon the Software.

viii. The County acknowledges that the Software constitutes trade secrets of Sun Ridge. Any accompanying documentation or material that constitutes trade secrets or proprietary information of Sun Ridge shall be clearly marked "CONFIDENTIAL INFORMATION" at the top of the page or on the software (to the extent practical) at the top of the page in at least one-half inch (1/2") size letters. Specifically identified proprietary information shall only be disclosed or released by the County pursuant to Section 12 of this Agreement, and Sun Ridge agrees to defend and indemnify the County in any action to the extent, and only to the extent, the action seeks to compel the disclosure of Sun Ridge's trade secrets or other confidential information, provided that the County has complied with its notice obligations under Section 12 below and that such obligation to defend and indemnify shall in no event extend to any claims, causes of action, liabilities, judgments, awards, penalties, sanctions, costs or attorneys' fees arising from the County's unreasonable or unlawful actions or inaction with respect to any such action. Except as otherwise provided herein, Sun Ridge shall have no duty to defend or indemnify the County with respect to any claims, causes of action, or actions other than those that specifically seek to compel the disclosure of Sun Ridge's trade secrets or other proprietary information as described herein. The County agrees to maintain the confidentiality of the Software and the confidential information and shall take commercially reasonable steps to preserve that confidentiality pursuant to Section 12 of this Agreement.

b. The term of the License shall commence upon Final Acceptance of the Software by the County, and shall continue until the License is terminated as provided below.

i. Sun Ridge may immediately terminate the License in the event of any failure by the County to comply with the terms or conditions of this Agreement by

giving written notice of such termination to the County. In the event the County has leased the Software from Sun Ridge, the License will terminate automatically upon termination of the lease. Upon such termination, the County shall immediately cease further use of the Software and will cause all copies of the Software to be destroyed or returned to Sun Ridge.

ii. The County may terminate the License at any time by giving written notice thereof to Sun Ridge and by destroying or returning to Sun Ridge all copies of the Software. The County acknowledges and agrees that any election by the County to terminate the License hereunder will not entitle the County to any refund of amounts paid or compensation of any kind from Sun Ridge.

iii. Upon any termination or expiration of the License, an authorized representative of the County shall certify in writing to Sun Ridge that all copies of the Software and the Documentation which were the subject of the License have either been destroyed or returned to Sun Ridge as required above.

iv. The provisions of Sections 7 and 11 through 13, inclusive, shall survive the expiration or termination of this Agreement.

c. Sun Ridge may, at its option, release updates to or new versions of the Software. If the County elects to obtain any update or new version of the Software, the use of such update or new version will be subject to the terms and conditions of this Agreement.

d. Except as expressly provided in this Agreement, Sun Ridge retains all intellectual property rights and other rights to the Software, Documentation (as defined below), and the source code for the Software.

Section 10. Indemnity and Insurance.

a. Sun Ridge agrees to indemnify, defend, and hold harmless the County and its officers, directors, shareholders, employees, and agents (the "County Indemnified Parties") from any and all claims, demands, liabilities, and costs, including attorney's fees ("Claims"), arising out of or relating to (i) any actual infringement of a third-party's intellectual property rights or (ii) the negligence or willful misconduct of any employee or agent of Sun Ridge occurring during or as a result of Sun Ridge's performance of its obligations hereunder, provided that Sun Ridge shall have no indemnity or other obligations to the County hereunder to the extent any such Claims arise from or are the result of the negligence or other fault of the County or its employees, agents or other contractors nor shall the foregoing indemnity and hold harmless obligations of Sun Ridge extend to or cover any Claims arising from or relating to claims of defects or errors in the Software or the County's use or misuse of the Software. This indemnity obligation shall survive the expiration, cancellation or termination of this Agreement. Notwithstanding the foregoing, the County expressly waives, releases, and agrees that neither Sun Ridge nor Sun Ridge's officers, directors, shareholders, employees, agents and affiliates shall have any liability for any individual's or entity's lost business, direct damages, incidental or consequential damages, or any other Claims arising out of or related to the use or implementation of the Software.

b. During the term of this Agreement, Sun Ridge shall comply with the following insurance requirements:

i. Workers' Compensation. Sun Ridge shall fully comply with the terms of the law of California concerning workers' compensation. Said compliance shall include, but not be limited to, maintaining in full force and effect one or more policies of insurance insuring against any liability Sun Ridge may have for workers' compensation. Said

policy shall also include employer's liability coverage of \$1,000,000 per accident for bodily injury or disease.

ii. General Liability Insurance. Sun Ridge shall obtain at its sole cost and keep in full force and effect during the term of this Agreement commercial general liability insurance in the amount of \$2,000,000 per occurrence for bodily injury, and property damage personal injury; coverage includes products and completed operations. Said insurance shall provide (1) that the County, its officers, and employees shall be included as additional insureds under the policy, and (2) that the policy shall operate as primary insurance, and non-contributory.

iii. Automobile Liability Insurance. Sun Ridge shall obtain at its sole cost and keep in full force and effect during the term of this Agreement business automobile liability insurance in the amount of \$1,000,000 combined single limit per occurrence for bodily injury and property damage. Said insurance shall provide that the policy shall operate as primary insurance, and non-contributory.

iv. Certificates of Insurance. Sun Ridge Shall furnish County with certificates and original endorsements effecting the required coverage prior to execution of this Agreement. The endorsements shall be on forms approved by the Humboldt County Risk Manager or County Counsel. Any deductible or self-insured retention over One Hundred Thousand Dollars (\$100,000.00) shall be disclosed to, and approved by, County. If Sun Ridge does not keep all required policies in full force and effect, County may, in addition to other remedies under this Agreement, take out the necessary insurance, and Sun Ridge agrees to pay the cost thereof. County is also hereby authorized with the discretion to deduct the cost of said insurance from the monies owed to Sun Ridge under this Agreement.

v. County is to be notified immediately if twenty-five percent (25%) or more of any required insurance aggregate limit is encumbered, and Sun Ridge shall be required to purchase additional coverage to meet the above-referenced aggregate limits.

vi. Insurance Notices. Any and all insurance notices required to be given pursuant to the terms of this Agreement shall be sent to the addresses set forth below in accordance with the notice provisions described herein.

COUNTY: County of Humboldt
Attention: Risk Management
825 Fifth Street, Room 131
Eureka, California 95501

SUN RIDGE: Sun Ridge Systems, Inc.
PO Box 5071
El Dorado Hills, CA 95762

Section 11. Termination Rights. Either party may terminate this Agreement upon material breach of any of the terms of this Agreement by the other Party, after first giving the other party written notice of such breach and thirty (30) days to cure. If the breaching party does not cure the breach within the allotted time, the Agreement will be terminated. Upon Termination, each party will return, delete, or destroy any copies, whether tangible or electronic, of Confidential Information obtained from the other party pursuant to this Agreement, including but not limited to any Documentation and any Confidential Information stored on any equipment

that may be returned, and certify to the other party in writing within five (5) business days of the termination date that it has done so.

Section 12. Confidential Information. "Confidential Information" means any and all confidential information of a party to this Agreement that is not generally known to or by members of the public, including but not limited to businesses that compete with such a party, including but not limited to the Software and the Documentation pertaining thereto. Confidential Information shall not include information that is now or becomes part of the public domain, is required by applicable law to be disclosed, was already known by the receiving party at the time of disclosure, is independently developed by the receiving party without any use of Confidential Information, or is lawfully obtained from a third party. "Documentation" means those visually readable materials developed by or for Sun Ridge for use in connection with the Software, in either written or electronic form.

Each party agrees to protect the other party's Confidential Information to the extent allowed by law. Confidential Information will not be used or disclosed except as authorized by the providing party. Confidential Information will be disclosed to employees of the receiving party only on a "need to know" basis and only after such employees are informed of the confidential nature of the information and obligated to maintain confidentiality.

If a party or any party acting on its behalf is required to disclose by order of a court of competent jurisdiction, administrative agency or governmental body, or by subpoena, summons or other legal process, or by law, rule or regulation, or by applicable regulatory or professional standards to produce Confidential Information, that party shall promptly (and prior to such disclosure) notify the other party in writing of such demand or requirement whereupon the parties shall cooperate and take all reasonable acts (without significant cost or expense to the notifying party) to exhaust the legal avenues available to maintain the confidentiality of such Confidential Information, unless the party whose Confidential Information is at issue consents to the production and disclosure of such Confidential Information. In all events, only that portion of the Confidential Information specifically requested by the tribunal or person compelling such disclosure shall be provided and no interpretation or analysis of such data prepared for the purpose of such disclosure shall be disclosed unless approved the party whose Confidential Information is at issue or required by law.

Section 13. General Terms.

a. Jurisdiction and Venue. This Agreement shall be construed in accordance with the laws of the State of California. Any dispute arising hereunder, or relating hereto, shall be litigated in the State of California and venue shall be in state or federal courts in the County of Humboldt unless transferred by court order pursuant to California Code of Civil Procedure Sections 394 or 395.

b. Compliance with Applicable Laws and Licensure Requirements. Sun Ridge agrees to comply with any and all local, state and federal laws, regulations, policies and procedures applicable to the services provided pursuant to the terms and conditions of this Agreement. Sun Ridge further agrees to comply with any and all applicable local, state and federal licensure and certification requirements.

c. Severability. If any provision of this Agreement shall be held to be invalid, illegal, or unenforceable, such finding shall not affect the validity, legality, or enforceability of the remaining provisions.

d. Assignment. Parties may not transfer, assign, or sublicense this Agreement, any license hereunder, or any of its rights or duties hereunder to any other person,

site or corporation without the prior written consent of the other party. Any attempted transfer, assignment, or sublicense made without prior written consent shall be completely void.

e. Notice. Any notice requested or permitted to be given hereunder shall be sent prepaid, certified mail, return receipt requested, and shall be deemed to have been given on the third (3rd) business day after mailing to the other party as follows: to the County at the address indicated in the initial paragraph of this Agreement or to Facsimile No. (707) 445-7298; to Sun Ridge Systems at P.O. Box 5071, El Dorado Hills, CA 95762, Facsimile No. (530) 672-2385. Notices may be given by facsimile transmission to such number as may be specified by the party for such purpose and shall be deemed to have been given when transmitted to such number with confirmation of a successful transmission.

f. Independent Contractors. The parties to this Agreement shall constitute independent contractors. Nothing in this Agreement shall be construed as establishing any employment, partnership, joint venture or similar arrangement between the parties, and no party has any authority to commit any other party to any obligation to any other person or entity, unless expressly agreed to in writing signed by such party.

g. Force Majeure. Sun Ridge shall not be responsible for interruption of, interference with, diminution of, or suspension of any of its products or services, including performance failure, which are caused by strike, lockout, riot, epidemics, war, government regulation, fire, flood, natural disaster, acts of God, utility failures, losses or injuries arising directly or indirectly from criminal acts, negligent acts of others, malfunctions or inadequacies of equipment or service not directly within the control of Sun Ridge.

h. Authorization/Entire Agreement/Modification. This Agreement will be effective upon signing by the County and Sun Ridge. This Agreement is the complete and final Agreement of the parties relating to the subject of this Agreement and it replaces and supersedes any prior or contemporaneous oral or written understandings or agreements. No alteration or variation to the terms of this Agreement shall be valid unless made in writing and signed by the parties hereto.

i. Nuclear Free Humboldt County Ordinance Compliance. Sun Ridge certifies by its signature below that it is not a Nuclear Weapons Contractor, in that Sun Ridge is not knowingly or intentionally engaged in the research, development, production or testing of nuclear warheads, nuclear weapons systems or nuclear weapons components, as defined by the Nuclear Free Humboldt County Ordinance. Sun Ridge agrees to notify County immediately if it becomes a Nuclear Weapons Contractor as defined above. County may immediately terminate this Agreement if it determines that the foregoing certification is false or if Sun Ridge subsequently becomes a Nuclear Weapons Contractor.

This Agreement has been executed by the parties hereto, from the date shown on the first page.

SUN RIDGE SYSTEMS, INC.

COUNTY OF HUMBOLDT

By: Anthony B. Richards
Anthony B. Richards
Its: President

By: Virginia Bass
Virginia Bass
Its: Chair, Board of Supervisors

Date: November 16, 2017

Date: December 12, 2017

Exhibit A Scope of Work

Sun Ridge will provide the following deliverables.

Software:

RIMS Computer Aided Dispatch Software

RIMS Records Management Software

RIMS Mobile Computer Software

RIMS E911 Link Software

RIMS State (CLETS) Link Software

RIMS In-Station Mapping Software

RIMS Mobile Mapping Software

RIMS Property Room Bar Coding Software

RIMS Collaborate Data Sharing Software

Citizen RIMS Public Access Software

RIMS Officer Training Software

RIMS CopLogic Link Software

RIMS CLEWS eAgent Link Software

Karpel Link Software

SmartJustice Link Software

Hardware:

Worth Data Bar Code Scanner (1 unit)

Third-Party Software:

No third-party software is provided by Sun Ridge.

Project Schedule:

A project schedule will be defined and mutually agreed to as soon as possible after contract signing.

Scope of Services:

1. **Installation** – Sun Ridge is responsible for the following installation services:

- Installation of all RIMS Applications (listed above) on County supplied servers
- Confirm proper setup of the County's SQL database
- Set up Live, Training and Conversion/Test RIMS databases
- Installation of the initial In-Station Maps
- Installation of the initial Mobile Maps
- Installation of an initial workstation client
- Installation of an initial mobile client

2. **Integration/Testing** – Sun Ridge is responsible for the following Integration and Testing services:

- Testing of E911 Link Software
- Testing of State Link (aka CLETS) Interface
- Integration/Testing of the Mobile Interface
- Integration/Testing of In Station and Mobile Maps
- Integration/Testing of CopLogic Link
- Integration/Testing of the CLEWS Link Software
- Integration/Testing of the Karpel Link Software
- Integration/Testing of the SmartJustice Link Software

3. **Installation/Training** – All training is onsite at a County provided location. All training is "end user training". Training days are contiguous, including weekends. Sun Ridge will provide a training plan prior to the beginning of the Dispatcher Training sessions.

Initial Setup Training	1 Day (via phone)
Business Process Review	3 Days
CAD Training	6 Days (3 sessions, 2 days/session)
Officer/Mobile Training	12 Days (6 sessions, 2 days/session)
Records	2 Days (2 sessions, 1 day/session)
Administrative Follow-up	1 Day
Evidence/Property Room	1 Day
TIMS Training	1 Day
Refresher Training (post go live)	3 Days

4. **Data Conversion** – Data conversion does NOT include data extraction from the LogiSYS RMS. The project assumes that the County will provide the extracted data to be converted to Sun Ridge. Once Sun Ridge receives the extracted data, Sun Ridge will evaluate it to determine which items may be converted into RIMS. As part of Sun Ridge's standard data conversion, Sun Ridge **attempts** to convert the following items. In some instances, all data may not be available or suitable for conversion.

- People: Including person name, DOB, contact info, description, ID#'s, officer safety notifications, log entries for connections to cases, for citations and for field contacts
- Arrest: Arrestee, date, time, charges, counts, offense level, dispo, booked/cited out
- Vehicles: License, state, year, color, type, log entries for connections to case and for field contacts
- Cases: Location, date report and data occurred, classification/type, offenses, case dispo and date of dispo, persons, vehicles, narratives and supplements
- Property in cases: category, article, status, description, brand, model, item #, property code, locations, value-stolen, recovered, damaged and officer.
- Premises: (newer data from the upgraded system) Common place name, address, contact person, contact phone number, alarm
- Streets: street name, intersections with block ranges
- Officers: Name, ID

CAD Data is not converted.

The project includes 3 (three) days of onsite data conversion review with a Sun Ridge trainer and your data conversion review team.

4. **Project Management** – Carol Jackson is assigned as the Sun Ridge Project Manager. She will be the point of contact for the coordination of all project activities.

The project includes 2 (two) Sun Ridge staff onsite for 1 (one) day to conduct a project kickoff meeting.

5. **Map Engineering Services** – Sun Ridge will provide map engineering services whereby the County supplied ESRI-based maps will be loaded into RIMS. Sun Ridge is NOT responsible for the accuracy of the County map source.

6. **Cutover Support** – Two Sun Ridge staff will be on site for 2 days each and one staff for 1 day during the initial cutover to RIMS to ensure that it goes smoothly and to address any problems.

7. **Documentation** – Documentation is installed on the server at the time of software installation. County is free to distribute electronic and hardcopy versions of the documentation as necessary.

County Responsibilities:

- Assign a Project Manager for single point of contact and coordination for Sun Ridge Project Manager
- Coordinate and schedule resources of the Humboldt County Sheriff's Department and IT staff
- Provide all requisite hardware meeting at least the minimal hardware requirements specified by Sun Ridge Systems, Inc.
- Provide system and other third party software including SQL, Windows Server 2003/2008/2012 (64 bit)
- Provide data communications infrastructure (network, wireless, internet, intranet)
- Coordinate testing of the CLETS Message Switch
- Complete, submit and gain approval of updated DOJ CLETS application
- Contact third party vendors (LogiSys, E911 provider, DOJ, CopLogic, DA's Office/Karpel etc.) and coordinate their schedules and costs they may charge you to provide their portion of the interface to RIMS.
- Extract data from existing RMS for conversion into a mutually agreed to format
- Review converted data, notifying Sun Ridge in an expedited fashion of conversion anomalies
- Provide Geofile (aka "street file") source and build-out
- Ensure accuracy of the geofile
- Assign System Administrators

- Ensure all user maintained tables are completed prior to the start of training
- Provide training facilities, workstations and ensure access to RIMS training database from the training location
- Schedule County staff into requisite classes
- Assign senior personnel to classes to present any changes in business processes to line staff
- Assume all costs for potential County staff overtime required to complete the project per agreed to project schedule
- Purchase a minimum of one (1) DYMO LabelWriter 450 Turbo Label Printer and minimum one (1) month supply of Dymo Labels # 30256

Exhibit B – Contract Amount

Item	Price
RIMS Computer-Aided Dispatch and Records Management Software	\$331,700
RIMS Mobile Computer Software	\$90,950
RIMS E911 Link Software	\$15,000
RIMS State Link Software (CLETS)	\$18,000
RIMS In Station Mapping Software (See Mapping note)	\$40,660
RIMS Mobile Mapping Software (See Mapping note)	\$15,000
RIMS Property Room Bar Coding Software	\$23,550
RIMS Collaborate Data Sharing Software	\$10,700
Citizen RIMS Public Access Software	\$11,800
RIMS Officer Training Software	\$6,500
RIMS CopLogic Link Software	\$3,750
CLEWS eAgent Link Software	\$5,150
Karpel Link Software	\$6,500
SmartJustice Link Software	\$8,600
Mapping Data Engineering Services	\$2,500
Worth Data Bar Coding Equipment	\$1,700
Data Conversion Services	\$53,000
Installation and Training	\$168,220
First Year Support and Updates	\$88,178
California Sales Tax	\$153
TOTAL	\$901,611

Exhibit C – Support Services Agreement

This Software Support Services Agreement (the "Support Services Agreement") sets forth a description of the software support, maintenance, and enhancement services to be provided by Sun Ridge Systems, Inc. ("Sun Ridge"), to the County ("Licensee") as part of the Software and Services Agreement to which it is attached as an exhibit (the "Agreement"). This Support Services Agreement covers all RIMS public safety software (Software) licensed by the Licensee and is effective on the date of signing of the Agreement.

Under this Support Services Agreement, Sun Ridge agrees to provide the following services and products to Licensee:

1. **Coverage Hours.** Sun Ridge will provide a toll free phone number for Licensee to call whenever a covered problem occurs. Normal service hours will be Monday-Friday, 8AM-5PM PST, with the exception of New Years Day, President's Day, Memorial Day, July 4th, Labor Day, Veteran's Day, Thanksgiving Day, Day after Thanksgiving Day, and Christmas Day ("common holidays"). However, for instances with the Licensee's system is complete inoperable due to a Sun Ridge software problem ("critical problems") preventing basic system operation service will be available 24 hours, 7 days a week, common holidays included.
2. **Sun Ridge's Response to reported problems.** Sun Ridge agrees to provide service and assistance as expeditiously as possible as follows:
 - a. Most problems will be resolved with the initial phone call.
 - b. For problems that cannot be immediately resolved, Sun Ridge will work to resolve the problem based on the severity of the problem *and* the urgency reported by Licensee.
 - For critical problems, Sun Ridge personnel will work with Licensee until the situation is resolved.
 - For problems that are not critical problems that have a lesser though continuing impact on operations of Licensee ("non-critical problems"), Sun Ridge will endeavor to provide a solution or work around within 72 hours of the problem being reported to Sun Ridge by the Licensee.
 - For problems that are not critical problems and are not non-critical problems ("minor problems") Sun Ridge may, at its discretion, either issue a near term "fix release" of the product or include the fix in the next scheduled product update.
3. **Licensee equipment and software responsibilities.** Licensee agrees to have a means available for Sun Ridge to remotely connect to Licensee's system when a problem is reported. The software product used by Sun Ridge is Bomgar Remote Support

Software, chosen because it provides superior security and does so over an ordinary internet connection via a Sun Ridge server that hosts a security hardware device.

Sun Ridge will use this line only with the Licensee's permission.

Sun Ridge will use this link to connect to Licensee's system to examine data files, update and repair them when necessary, and download maintenance-related logs automatically maintained by the Software. Sun Ridge will also use this line to upload fixes to problems to Licensee's system when appropriate.

4. **Provision of software updates.** Sun Ridge will provide at no additional cost all new enhanced and updated versions of software licensed to Licensee. This software will be provided with detailed installation instructions for installation by Licensee. If desired, Licensee may retain Sun Ridge to perform any installation at additional cost to be determined on a per case basis. Updates are distributed via download from the Sun Ridge's ftp web site. Sun Ridge will not be obligated to provide service for release versions that are more than two annual release versions older than the current release.
5. **Cost.** The cost of the services and software to be provided under this Support Services Agreement is provided in **Exhibit B**.
6. **Term.** The term of the Support Services Agreement shall be the same as the lease payment as set forth in the Agreement, and shall be automatically renewed for another year (the "renewal term") upon payment of the lease.
8. **Termination.** Licensee may terminate this Support Services Agreement with or without cause upon ninety (90) days written notice to Sun Ridge. If terminated, Licensee is entitled to a prorated refund for the service days not consumed beginning on the last day of the month the written notice is received by Sun Ridge to the end of the remaining term of the Support Services Agreement.
8. **Limitations.** Sun Ridge agrees to provide support only for Software provided by Sun Ridge. Other software used by Licensee (word processing, spreadsheet, etc.) is not included in this Support Services Agreement. PC and network operating system software and Microsoft SQL Server database system software is similarly not included, although Sun Ridge may assist Licensee in isolating problems to this software. Also specifically excluded is responsibility for administration, support, or maintenance of your server, computer network, operating systems, or database (Microsoft SQL Server).

Licensee may purchase support services outside the limitations of this agreement at the then current Sun Ridge's hourly labor rate.

This Support Services Agreement does not include equipment maintenance or assistance in diagnosing hardware problems including but not limited to PCs, printers, network, scanners and other computer peripheral devices with the exception that Sun Ridge will assist Licensee in determining whether a problem is RIMS application software in nature.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

11/29/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Phone: (530) 677-4745 Fax: (530) 677-4757 P I A, INC./CHESTER & ASSOCIATES INS SVCS P.O. BOX 2119 CAMERON PARK CA 95682-7999 Agency Lic#: 0467457	CONTACT NAME: CRAIG CHESTER PHONE (A/C, No, Ext): (530) 677-4745 FAX (A/C, No): (530) 677-4757 E-MAIL ADDRESS: chestpfa@pacbell.net PRODUCER CUSTOMER ID: 1644																					
INSURED SUN RIDGE SYSTEMS, INC. P O BOX 5071 EL DORADO HILLS CA 95762-0002	<table border="1"> <thead> <tr> <th colspan="2">INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A :</td> <td>Ohio Security Ins Co</td> <td>20482</td> </tr> <tr> <td>INSURER B :</td> <td>Ohio Security Ins Co</td> <td>20482</td> </tr> <tr> <td>INSURER C :</td> <td>American Fire & Casualty Co</td> <td>24066</td> </tr> <tr> <td>INSURER D :</td> <td></td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> <td></td> </tr> </tbody> </table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A :	Ohio Security Ins Co	20482	INSURER B :	Ohio Security Ins Co	20482	INSURER C :	American Fire & Casualty Co	24066	INSURER D :			INSURER E :			INSURER F :		
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INSURER D :																						
INSURER E :																						
INSURER F :																						

COVERAGES

CERTIFICATE NUMBER: 4970

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC	Y	Y	BKS55951904	05/23/17	05/23/18	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 1,000,000
							MED. EXP (Any one person)	\$ 5,000
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 2,000,000
							PRODUCTS - COMP/OP AGG	\$ 1,000,000
								\$
B	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	Y	Y	BAS55951904	05/23/17	05/23/18	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
								\$
C	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DEDUCTIBLE RETENTION \$			ESA55951904	05/23/17	05/23/18	EACH OCCURRENCE	\$ 2,000,000
							AGGREGATE	\$ 2,000,000
								\$
								\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				WC STATUTORY LIMITS	OTH ER
							E.L. EACH ACCIDENT	\$
							E.L. DISEASE-EA EMPLOYEE	\$
							E.L. DISEASE-POLICY LIMIT	\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
 SEE SUPPLEMENTAL CERTIFICATE INFORMATION

CERTIFICATE HOLDER

CANCELLATION

County of Humboldt
 825 Fifth Street, Room 131
 Eureka, California 95501

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

Attention: RISK MANAGEMENT

AUTHORIZED REPRESENTATIVE

 Craig S. Chester



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
12/06/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER GRANITE PROFESSIONAL INSURANCE BROKERAGE INC 6600 KOLL CTR PKWY STE 100 PLEASANTON, CA 94566 (866) 890-9965	CONTACT NAME: PHONE (A/C, No, Ext): (866) 890-9965 FAX (A/C, No): (888) 733-5112 E-MAIL ADDRESS: travelersselectpayrollservices@travelers.com	
	INSURER(S) AFFORDING COVERAGE INSURER A : TRAVELERS PROPERTY CASUALTY COMPANY OF AMERICA	NAIC #
INSURED SUN RIDGE SYSTEMS INC 5050 GRAZING HILL ROAD LATROBE, CA 95682	INSURER B :	
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	
	INSURER F :	

COVERAGES

CERTIFICATE NUMBER: 282507330491043

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	<input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMPI/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory In NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		UB-2J869256-17	04/01/2017	04/01/2018	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 RE: COUNTY OF HUMBOLDT, 825 FIFTH STREET, EUREKA, CA 95501.

CERTIFICATE HOLDER**CANCELLATION**

COUNTY OF HUMBOLDT ATTN: RISK MANAGEMENT 825 FIFTH STREET, ROOM 131 EUREKA, CA 95501	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Mary J. Swan</i>
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SUPPLEMENT TO CERTIFICATE OF LIABILITY INS # 4970

DATE
NOV 29 2017

DESCRIPTION OF OPERATIONS, LOCATIONS, VEHICLES

SIC 7372-Computer Software Developer; SIC 8742-Consultant. 10 day notice to cancel in event of premium non-payment, otherwise, 30 days for all other causes of cancellation will be per the policy. COUNTY OF HUMBOLT and their respective affiliates, divisions, officials, officers, directors, employees, agents, volunteers and related entities, individually and collectively, of each of them as their interest may appear shall be covered by policy terms or endorsement as Additional Insured, but only with respect to General Liability and Automobile Liability related to, or arising from, your written contract, agreement or permit with the Named Insured pertaining to any location associated with said contract, agreement or permit per CG 8810 0413 (See Attached).



POLICY NUMBER: BKS55951904
Certificate # 4970

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

COMMERCIAL GENERAL LIABILITY EXTENSIONS

ADDITIONAL INSURED – BY CONTRACT, AGREEMENT OR PERMIT

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY INCLUDING HIRED & NON-OWNED AUTO LIABILITY COVERAGE PART

- G.** Paragraph 2. under **Section II - Who Is An Insured** is amended to include as an insured any person or organization whom you have agreed to add as an additional insured in a written contract or written agreement, or permit. Such person or organization is an additional insured but only with respect to "bodily injury", "property damage" or "personal and advertising injury" caused in whole or in part by:
- a. Your acts or omissions, or the acts or omissions of those acting on your behalf, in the performance of your on going operation for the additional insured that are the subject of the written contract or written agreement provided that the "bodily injury" or "property damage" occurs, or the "personal and advertising injury" is committed, subsequent to the signing of the such written contract or written agreement; or
 - b. Premises or facilities rented by you or used by you: or
 - c. The maintenance, operation or use by you of equipment rented or leased by you by such person or organization; or
 - d. Operation performed by you or on your behalf for which the state or political subdivision has issued a permit subject to the following additional provisions:
 - (1) This insurance does not apply to "bodily injury", "property damage", or "person and adverting injury" arising out of the operations performed for the state or political subdivision;;
 - (2) This insurance does not apply to "bodily injury" or "property damage" included within the "completed operations hazard";
 - (3) Insurance applies to premises you own, rent, or control but only with respect to the following hazards:
 - (a) The existence, maintenance, repair, construction, erection, or removal of advertising signs, drawings, canopies, cellar entrances, coal holes, driveways, manholes, marquees, hoist away openings, sidewalk vaults, street barriers, or decorations and similar exposures; or
 - (b) The construction, erection, or removal of elevators; or
 - (c) The ownership, maintenance, or use of any elevators covered by this insurance

However:

- 1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
- 2. If coverage provided to the additional insured is required by contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

With respect to Paragraph 1.a. above, a person's or organization's status as an additional insured under this endorsement ends when:

- (1) All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or
- (2) That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as part of the same project.

With respect to Paragraph 1.b. above, a person's or organization's status as an additional insured under this endorsement ends when their written contract or written agreement with you for such premises or facilities ends.

With respects to Paragraph 1.c. above, this insurance does not apply to any "occurrence" which takes place after the equipment rental or lease agreement has expired or you have returned such equipment to the lessor.

The insurance provided by this endorsement applies only if the written contract or written agreement is signed prior to the "bodily injury" or "property damage".

We have no duty to defend an additional insured under this endorsement until we received written notice of a "suit" by the additional insured as required in Paragraph b. of Condition 2. **Duties in the Event Of Occurrence, Offense, Claim Or Suit under Section IV – Commercial General Liability Conditions.**

2. With respect to the insurance provided by this endorsement, the following are added to Paragraph 2. **Exclusions under Section 1 – Coverage A – Bodily Injury And Property Damage Liability:**

This insurance does not apply to:

- a. "Bodily Injury" or "property damage" arising from the sole negligence of the additional insured.
- b. "Bodily injury" or "property damage" that occurs prior to you commencing operations at the location where such "bodily injury" or "property damage" occurs.
- c. "Bodily injury" or "property damage" or "personal and advertising injury" arising out of the rendering of, or the failure to render, any professional architectural, engineering or surveying services including:
 - (1) The preparing, approving, or failing to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; or
 - (2) Supervisory, inspection, architectural or engineering activities.

This exclusion applies even if the claims against an insured allege negligence or other wrongdoing in the supervision, hiring, employment, training or monitoring of others by that insured, if the "occurrence" which caused the "bodily injury" or "property damage", or the offence which caused the "person and advertising injury", involved the rendering of, or the failure to render, any professional architectural, engineering or surveying services.

- d. "Bodily injury" or "property damage" occurring after:
 - (1) All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or
 - (2) That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as part of the same project.

- e. Any person or organization specifically designated as an additional insured for ongoing operations by a separate **ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS** endorsement issued by us and made a part of this policy.
3. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits of Insurance**:

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

- a. Required by the contract or agreement; or
- b. Available under the applicable Limits of Insurance shown in the Declarations; whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

H. PRIMARY AND NON-CONTRIBUTORY ADDITIONAL INSURED ENTENTION

This provision applies to any person or organization who qualifies as an additional insured under any form or endorsement under this policy.

Condition 4. Other Insurance of **SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS** is amended as follows:

- a. The following is added to Paragraph a. **Primary Insurance**:

If an additional insured's policy has Other Insurance provision making its policy excess, and you have agreed in a written contract or written agreement to provide the additional insured coverage on a primary and noncontributory basis, this policy shall be primary and we will not seek contribution from the additional insured's policy for damages we incur.

- b. The following is added to Paragraph b, **Excess Insurance**

When a written contract or written agreement, other than a premises lease, facilities rental contract or agreement, an equipment rental or lease contract or agreement, or permit issued by a state or political subdivision between you and an additional insured does not require this insurance to be primary or primary and non-contributory, this insurance is excess over any other insurance for which the additional insured is designated as a Named Insured.

Regardless of the written agreement between you and an additional insured, this insurance is excess over any other insurance whether primary, excess, contingent or on any other basis for which the additional insured has been added as an additional insured on other policies.

Q. WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US - WHEN REQUIRED IN A CONTRACT OR AGREEMENT WITH YOU

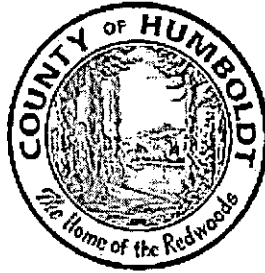
Under **Section IV - Commercial General Liability Conditions**, the following is added to **Condition 8. Transfer Of Rights Of Recovery Against Others To Us**:

We waive any right of recovery we may have against a person or organization because of payments we make for injury or damage arising out of your ongoing operations or "your work" done under a contract with that person or organization and included in the "products-completed operations hazard" provided:

- 1. You and that person or organization have agreed in writing in a contract or agreement that you waive such rights against that person or organization; and
- 2. The injury or damage occurs subsequent to the execution of the written contract or written agreement.

Attachment 2

Request for Proposals Computer-Aided Dispatch and
Sheriff's Records Report Writing System



COUNTY OF HUMBOLDT

REQUEST FOR PROPOSAL

17-100-SHRF

Computer Aided Dispatch Sheriff Records / Report Writing System

Release Date: January 16, 2017
Due Date: February 28, 2017

For information:

Jim Storm
Information Technology Division Director
839 4th Street
Eureka, CA 95501

Phone: (707) 445-7556

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COVER PAGE

	Request for Proposal (RFP) Cover Page County of Humboldt Sheriff's Office County of Humboldt of Humboldt, Eureka CA	
County Agency	Information Technology Division	
RFP Number	17-100-SHRF	
RFP Title	Computer Aided Dispatch Sheriffs Records / Report Writing System	
Purpose	The purpose of this document is to provide interested parties with information to enable the preparation and submittal of a proposal for the development of a Computer Aided Dispatch and Sheriffs Records / Report Writing System	
Deadline for RFP Submission	Deadline for Proposals to be received: February 28, 2017 5:00 P.M. Pacific Standard Time LATE, FAXED OR UNSIGNED PROPOSALS WILL BE REJECTED	
Submit RFP to this Address	Humboldt County Information Technology Division 839 4 TH Street Eureka CA 295501	
Special Instructions	<input type="checkbox"/> Label lower left corner of sealed submittal package with the RFP number 17-100-SHRF	
	<input type="checkbox"/> Submit one original with four additional copies of proposal with required forms	
Direct All Inquiries To	Name	Jim Storm
	Title	Information Technology Division Director
	Phone Number	(707) 445-7556
	Fax Number	(707) 445-7473
	Email	jstorm@co.humboldt.ca.us
County Website	Website	Humboldtgov.org
Date RFP Issued	January 16, 2017	

TITLE PAGE AND SCHEDULE

County of Humboldt
Request for Proposal

Request for Proposal Title	Computer Aided Dispatch Sheriffs Records / Report Writing System
Request for Proposal Number	17-100-SHRF

The County of Humboldt (County) is requesting proposals for Computer Aided Dispatch, Sheriff Records and Report Writing software systems according to the specifications set forth in this Request for Proposal (RFP).

SCHEDULE OF EVENTS

The following RFP schedule of events represents the County's best estimate of the schedule that shall be followed. Unless otherwise specified, the time of day for the following events shall be between 8:00 a.m. and 5:00 p.m. Pacific Time. The County reserves the right, at its sole discretion, to adjust this schedule as it deems necessary. Notification of any adjustment to the schedule of events shall be posted on the County's website.

EVENT	DATE
Release of Request for Proposal	January 16, 2017
Deadline for submission of questions Email: jstorm@co.humboldt.ca.us	January 24, 2017
Response to questions and any addendum will be posted to County website by 5:00 P.M.	January 31, 2017
Deadline for proposals to be received	5:00 P.M. Pacific Standard Time February 28, 2017
RFP evaluation process	March 1, 2017 – March 15, 2017
Recommendation of award to County Board of Supervisors	April 11, 2017
Contract finalization	April 25, 2017
New contract start date	December 31, 2017 on or before

RFP SIGNATURE AFFIDAVIT

Humboldt County RFP # 17-100-SHRF RFP Signature Affidavit	
Name of Firm	
Street Address	
City, State, Zip	
Contact Person	
Telephone Number	
Fax Number	
Email	

Government Code Sections 6250 *et seq.*, the "Public Records Act", defines a public record as any writing containing information relating to the conduct of public business. The Public Records Act provides that public records shall be disclosed upon written request, and that any citizen has a right to inspect any public record, unless the document is exempted from disclosure.

In signing this proposal, I certify that this firm has not, either directly or indirectly, entered into any agreement or participated in any collusion or otherwise taken any action in restraint of free competition; that no attempt has been made to induce any other person or firm to submit or not to submit a proposal; that this proposal has been independently arrived at without collusion with any other proposer, competitor or potential competitor; that this proposal has not been knowingly disclosed prior to the opening of proposals to any other proposer or competitor; that the above statement is accurate under penalty of perjury.

The undersigned is an authorized representative of the above firm and hereby agrees to all the terms, conditions, and specifications required by the County in this Request for Proposal and declare that the proposal and pricing are in conformity therewith.

Signature

Date

Name (type or print)

Title

This firm hereby acknowledges receipt / review of the following addendum (s) (if any).

Addendum # _____ Addendum # _____ Addendum # _____ Addendum # _____

SECTION 1.0 DEFINITIONS

- Addendum – An amendment or modification to the Request for Proposal
- County – County of Humboldt
- Proposal – An offer submitted in accordance with this Request for Proposal to provide a service for a specified sum of money
- Proposer – Any individual or business responding to this Request for Proposal
- RFP – Request for Proposal

SECTION 2.0 INTRODUCTION

2.1 County of Humboldt General Information

The County of Humboldt is located in far northern California along the Pacific Coast. The County was incorporated in 1853. There are currently 134,493 citizens living in the 3,573 square miles of the County. The annual County budget is currently \$319,086,336.

2.2 Operating Environment

The County of Humboldt has a heterogeneous computer network consisting of personal computers on the desktop, a County-wide Ethernet LAN/WAN network, and multiple server platforms, including VMWare virtual server, cloud servers, and physical servers. The desired platforms for **Computer Aided Dispatch (CAD)** and **Sheriff Records / Report Writing System (RMS)** are either physical servers with full redundancy or virtual servers using the County VMWARE platform which is inherently redundant.

2.3 Statement of Goals

The County wants to implement an integrated Dispatch and Records system in order to:

- Provide a safe and secure environment for citizenry and staff.
- Operate within the laws, standards and guidelines set forth for public safety officers, local detention facilities, dispatch facilities, and records.
- Maintain individual rights as set forth in the US Constitution.
- Fulfill reporting requirements.
- Fulfill all security requirements delineated in the Criminal Justice Information Services (CJIS) Security Policy, version 5.4 or greater.

The County wants the system to have the capabilities to:

- Provide inquiries and reports on a real-time basis.
- Provide quality control of the information being entered.

- Provide a system which is 'easy to learn and use' and includes extensive useful on-line help and documentation.
- Be able to expand and/or modify the system in the future at a minimum cost.
- Automate the reporting procedure to the Department of Justice (DOJ).
- Integrate the proposed replacement system with existing systems and allow for integration to future systems to provide access to required information for criminal reporting systems.

SECTION 3.0 PRELIMINARY SCOPE OF WORK

3.1 Preparation of Proposals

It is the intent of the County of Humboldt, through this Request for Proposals and contract conditions contained herein, to establish to the greatest possible extent complete clarity regarding the requirements of both parties to the Agreement resulting from the RFP.

Before submitting a proposal, the vendor should be thoroughly familiarized with all the contract conditions referred to in this document, and any addenda issued before the proposal submission date. Such addenda will form a part of the RFP and will be made a part of the contract. It will be the vendor's responsibility to ascertain that the proposal includes all addenda issued prior to the proposal submission date.

The vendor will determine by personal examination, and by such other means as may be preferred, as to the actual conditions and requirements under which the Agreement must be performed. If, upon inspection and examination by the vendor, there are any existing conditions or requirements of the service which are not completely understood, the vendor will contact the individual listed below.

Proposals will be prepared in accordance with Proposal Response Format, Section 3. Proposals not complying with this format may be considered non-responsive and may be removed from consideration on this basis.

1. Executive Summary
2. Company Background
3. Proposed Application Software and Computing Environment
4. Database Software
5. Optional Software
6. System Security
7. Responses to Mandatory Requirements
8. Responses to Functional Requirements
9. Implementation Plan, Support, and Training

10. Maintenance Program
11. Client References
12. Cost Quotations
13. Contract Terms and Conditions

Instructions relative to each part of the response to this RFP are defined in the remainder of this section.

3.2 Executive Summary

This part of the response to the RFP should be limited to a brief narrative highlighting the vendor's proposal. The summary should contain as little technical jargon as possible, and should be oriented toward non-technical personnel. The Executive Summary should not include cost quotations.

3.3 Company Background

Vendors must provide the following information about their company so that the County of Humboldt can evaluate the vendors stability and ability to support the commitments set forth in the response to the RFP. The County of Humboldt, at its option, may require a vendor to provide additional documentation to support and/or clarify requested information.

The vendor shall outline the company's background including:

1. How long the company has been in business
2. A brief description of the company
3. Company size and organization
4. The most recent audited financial statement

3.4 Proposed Application Software

The vendor must present, in detail, features and capabilities of the proposed application software.

3.5 Software Functions

The County of Humboldt has defined a set of mandatory system requirements that are included in Section 3.14 of this RFP. In addition, Section 3.16 includes functions that the County of Humboldt has determined to be important future features. The functional requirements in Section 6 have been presented in a modularized fashion according to functionality or department-specific needs.

3.6 Interpretations and Addenda

No interpretation made to any respondent as to the meaning of the RFP will be binding on the County of Humboldt unless repeated in writing and distributed as an addendum to the RFP by

the County of Humboldt. Interpretations and/or clarifications will be requested in writing from the County of Humboldt, to the attention of:

Jim Storm
Information Technology Division Director
County of Humboldt
839 Fourth St.
Eureka, CA 95501

All such written requests will specify the Section(s), Subsections(s), Paragraph(s), and page number(s) to which the request refers. Deadline for these requests is **January 24, 2017**.

3.7 Vendor Demonstration

Vendors may be required to make an oral presentation and product demonstration during the Vendors Demonstration period. The County of Humboldt and vendor will schedule these presentations at a mutually agreed upon time during the above-stated Vendor Demonstration time frame. The presentation will be made in Eureka, California. The County will provide a facility for the demonstration, if necessary. The top choices will be asked to give a vendor demo.

3.8 System Security

The vendor shall include a detailed description of the proposed software and database security features.

3.9 Responses to Mandatory Requirements

The vendor must provide responses to each of the requirements listed in Section 6 of the RFP.

An Excel spreadsheet detailing the County's Functional Requirements for a Sheriff Systems is available to vendors and is posted on the County website. You may also email Jim Storm, Information Technology Directory at jstorm@co.humboldt.ca.us to request a copy of this file.

3.10 Implementation Plan, Support, and Training

The vendor must provide a detailed overview of the implementation, support, and training for the proposed software. This information must include:

1. Project organization chart.
2. Detailed implementation methodology.
3. Conversion support.
4. Overview of proposed training, including options for on-site or training center services, end users, and system administration personnel.
5. Implementation and training plan, including estimated time frame and deliverables for each stage of the project.
6. Define the implementation project team(s) vendor member(s), and provide timely notification of changes to project team.

7. Resumes detailing related trainer, project coordinator, and installer's experience.

3.11 Maintenance Program

Specify the nature of any post-implementation support provided by the vendor including:

1. Telephone support, include toll-free access; hours of operation.
2. Web submission for support requests, include url of support site.
3. Email submission for support requests, include email address.
4. Delivery method of future upgrades and product enhancements, including normal schedule of such releases.
5. Availability of user groups.
6. Problem reporting and resolution procedures.

3.12 Client References

Vendors must provide at least three client references that are similar in size and complexity of the County of Humboldt and have licensed the proposed software for a comparable computing environment. Information should include at the minimum:

1. Contact
2. Title
3. Address
4. Telephone
5. Software licensed and implementation status
6. Hardware environment

3.13 Cost Quotations

The vendor's cost quotations must be itemized and include all costs (e.g., license fees, implementation and training, software modifications [if required], travel and per diem, documentation, maintenance, hourly rates, support software, workstation software, etc.). Third-party software purchase and annual license fees must be included in the original quote.

Can prices offered in this proposal be extended to other county facilities?

Yes No

3.14 Mandatory Requirements

The requirements in this section contain the overall general functions of the Sheriff Systems that the County of Humboldt seeks.

While the mandatory requirements in this section refer to the initial phase of the County of Humboldt's Sheriff Systems project, the County is desirous of acquiring a system that will easily integrate with additional systems in the near future. The County of Humboldt's requirements for flexibility in development are presented in Section 8: Future Requirements.

- **System.** The software and hardware system requirements for Sheriff systems must work with the County of Humboldt's current Wide Area Network utilizing servers and workstations running Windows operating systems in a network environment consisting of mainly Cisco and Enterasys equipment using the TCP/IP network protocol.
- **System compatibility.** All software and hardware provided with the Sheriff Systems purchase shall be compatible with the County of Humboldt's Network, computer hardware and Windows operating systems environment. The software and hardware configuration selected for each separate division must be uniformly compatible and flexible enough to accommodate upgrades resulting from, but not limited to expansion, software updates and hardware upgrades.

The following table specifies the location, type, usage and number of workstations the County currently in use for the existing RMS and CAD systems. Note that the current servers are being pulled from service due to warranty ending 11/16/2017, so are not listed below. Purchased software system should have the capability of supporting the number of current desktop systems in place and be readily expandable with minimal cost to 1.5 over the span of the use of the system. Site license is the preferred model for RMS in particular.

Location	Type	Number	RMS	CAD
I.T. Support / Testing	Dell OptiPlex7010 Win7	3	Yes	Some
Correctional Facility	Dell OptiPlex380 & 7010 Win7	43	Yes	No
Sheriff Records	Dell OptiPlex 7010 & 7020 Win7	7	Yes	Yes
Sheriff Dispatch	Dell Precision T3600 Win7	4	Yes	Yes
Sheriff Administration	Dell OptiPlex 7010 Win7	14	Yes	Some
Sheriff Detectives	Dell OptiPlex 7010 Win7	13	Yes	No
Sheriff Court Services	Dell OptiPlex 7010, HP dc7900 Win7	8	No	No
Sheriff OES	Dell OptiPlex790 & 7010 Win7	14	Yes	No
Sheriff Coroner	Dell OptiPlex 790 Win 7	8	Yes	No
Sheriff Patrol	Dell OptiPlex	54	Yes	No
Sheriff Mobile Devices	Getac F110 Win8 Tablet	30	Yes	No
Sheriff Animal Control	Dell OptiPlex 7010 Win7	9	Yes	No
Probation	Dell OptiPlex 7010 Win7	10	No	No
Other Departments	Dell and HP (various) Win7	10	Yes	No

NOTE: The County of Humboldt shall retain the option of purchasing and configuring its own hardware if deemed advisable to purchase servers or workstations.

- **Security - Ability to restrict access to specific documents and screens.** The Sheriff Systems must have the ability to provide various levels of security permissions for accessing, modifying, viewing, deleting, and printing documents, as well as screens and/or data fields on screens.
- **Access to source code in specified instances.** The selected software company must be willing to place the software source code in escrow and release to the County of Humboldt in the event the software company discontinues operation or discontinues supporting the product.

- **Ease and speed of use.** Once installed, set up and configured, the software and all related hardware / peripherals, must be user friendly, fast and efficient. The system requires little user training and is simple to understand and operate by non-technical staff.
- **Software Requirements.** The proposal must offer to supply licenses for either a station count adequate to replace the existing count or provide site license for Humboldt County. Alternative pricing options in multiples of the license should be provided if a site license model is not available or not cost effective at the replacement level plus 50%.
- **Installation and Training.** The proposal must include cost of turnkey services for software installation and configuration. The proposal must also include a separate turnkey cost proposal for setup, installation (hardware and software) and configuration, to apply in the event hardware is purchased through the proposer. The proposal must also include provision for administrator and user training with the related administrator and user manuals. Details of included and/or purchased training must be provided.
- **Support.** Details of included and/or purchased support must be provided. Software support must include the following:
 - Delivery of upgrades to the latest release versions of the software, without additional charge, for a minimum of one year from date of the final payment under an agreement resulting from this RFP;
 - Delivery of at least one free major revision, even if a major revision to the software does not occur within one year from the date of final payment; and
 - Specification of the amount of the support/upgrade fee for the entire time the County chooses to purchase support/upgrade services. (Fees may include a yearly adjustment for inflation.)
- **Documentation.** At least one user manual per department and one administrator manual per administrator shall be provided with the selected software. New manuals, release notes or updates shall be provided with each software upgrade or readily downloaded from the support site.

3.15 Functional Requirements

The following section describes the functional requirements of the various computer applications. The requirements are organized logically into functional requirement. These are:

- 3.15.1 General Requirements
- 3.15.2 Law Enforcement Records Management
- 3.15.3 Computer Aided Dispatch
- 3.16.4 Interoperability

Proposers should respond to this section according to the following key:

KEY

Column for YES:

Y = This feature is provided.

U = The proposed user tools can be used to include this feature.

Column for NO:

F = There is a future plan to include this feature - provide planned release date.

N = This feature is not provided. Within the Interoperability section, vendor may state if the requested interface is unnecessary due to having a built-in feature equivalent.

Column for MR:

M = Modification would be required at an additional cost.

Column for Comments:

Provide the cost if not included in base product. This column is also used to answer specific questions embedded within the Software Questions.

Note: This section is available as an Excel spreadsheet upon request and on the County RFP page. It is preferred that the response to this section be returned separately in the spreadsheet form.

Section 3.15 Worksheet Contents

Description	Section Location
3.15.1 General Platform Information	
Database, Operating System & Security	<u>3.15.1.A</u>
Hardware	<u>3.15.1.B</u>
Supportability	<u>3.15.1.C</u>
3.15.2 Law Enforcement Management System	
Response Provided to Section	<u>3.15.2</u>
General Requirements	<u>3.15.2.A</u>
Law Enforcement Records Management	<u>3.15.2.B</u>
Case Management Requirements	<u>3.15.2.C</u>
Crime Analysis Requirements	<u>3.15.2.D</u>
Uniform Crime Reporting Requirements	<u>3.15.2.E</u>
Property Module Requirements	<u>3.15.2.F</u>
Field Investigations Requirements	<u>3.15.2.G</u>
Personnel Management/Administration	<u>3.15.2.H</u>
3.15.3 Computer Aided Dispatch	
Response Provided to Section	<u>3.15.3</u>
General Requirements	<u>3.15.3.A</u>
Call for Service Entry Requirements	<u>3.15.3.B</u>
Call Status Management Requirements	<u>3.15.3.C</u>
Supervisory / System Administration Requirements	<u>3.15.3.D</u>
Mapping / GIS Requirements	<u>3.15.3.E</u>
Inquiry / Report Requirements	<u>3.15.3.F</u>
Interface / System Interoperability Requirements	<u>3.15.3.G</u>
E 9-1-1 Interface Requirements	<u>3.15.3.H</u>
Mobile Device Interface Requirements	<u>3.15.3.I</u>
3.15.4 Interoperability	
General Requirements	<u>3.15.4.A</u>
Law Enforcement Interfaces	<u>3.15.4.B</u>
Computer Aided Dispatch Interfaces	<u>3.15.4.C</u>

Section 3.15.1 General Platform Information

Section 3.15.1	General Platform Information	Yes	No	MR	Comments
A.	DATABASE, OPERATING SYSTEM & SECURITY				
1	Microsoft SQL database is used. If not, indicate database(s) in Comments column.				
2	Runs on Microsoft operating systems. Indicate operating system(s) with version in Comments . If Yes as to Microsoft, indicate whether this is Windows Native mode or ported in Comments .				
3	Ability exists to backup database while users are still working.				
4	Features security rights to control access to all major functions.				
5	Software and/or database allows for user level audits of data level changes in a format readily reported upon.				
6	Vendor has experience performing database conversions from existing databases or from standard extract file formats (e.g. comma delimited).				
7	Vendor has experience performing database cleanups in conjunction with conversion, for example combining redundant master name records.				
8	Software is compatible with Kaspersky anti-virus software without extensive exclusions.				
9	Databases are compatible with an industry standard reporting tool. If Yes, list supported reporting tools in order of vendor preference in Comments .				
10	All supplied modules are compliant with the current Criminal Justice Information Service (CJIS) Security Policy available from the U.S. Department of Justice.				
B.	HARDWARE				
1	Server applications run efficiently on Dell servers. If Yes, specify recommended server specification(s) in Comments .				
2	Server applications are available in a Cloud based environment. If Yes, indicate whether a hybrid environment is available in Comments .				
3	Desktop applications run efficiently on Dell desktops with Intel i5 and above processors.				
4	Mobile platforms (ruggedized laptops, tablets) are supported in one or more of the proposed applications. If Yes, list application(s) in Comments .				
5	Applications print properly using HP and Dell printers.				
6	Server applications run and are supported in a VMware virtual environment.				

Section 3.15.1 General Platform Information

C.	SUPPORTABILITY	Yes	No	MR	Comments
1	Product offering includes both modules: Records and CAD.				
2	Product offering has been in use in California. If Yes, provide California references in Comments.				
3	Vendor monitors and incorporates any bulletins provided by the F.B.I. and California CLEW website, maintaining compliance without client requesting action.				
4	Product offering satisfies edit requirements for various California mandated reporting requirements, e.g. California Child Abuse & Neglect Reporting Law, AB17 Officer-Involved Shootings and Use of Force.				
5	Product offering satisfies edit requirements for current Federally mandated reporting requirements, e.g. Uniform Crime Reporting NIBRS, Law Enforcement Officers Killed & Assaulted.				
6	Product offering will be updated in a timely fashion to meet future California and Federal requirements under support agreement and at no additional cost to client, e.g. the 2017 Federal Use of Force.				

Section 3.15.2 Humboldt Law Enforcement Records Requirements

Section 3.15.2	LAW ENFORCEMENT RECORDS MANAGEMENT	Yes	No	MR	Comments
Response	Vendor has a complete Law Enforcement Records Management System.				
a.	If No to the above question, provide a list of Law Enforcement Records Management systems your product has previously built interfaces to in Comments. Include version numbers and client site references.				
b.	If vendor wishes to respond only to part(s) of the 3.15.2 Records for a specific Law Enforcement Records Management function, place a reference to that partial response by listing the Section number, i.e. F. Property Management in the Comments.				
A.	LAW ENFORCEMENT RECORDS GENERAL SOFTWARE REQUIREMENTS				
1	Major Functions and Features	Yes	No	MR	Comments
a.	All software must have the ability to access the same master name file.				
b.	Software must be modular in nature and have the ability to be added to the system with minimal intervention by systems programming staff.				
c.	Software must run in single or multi-jurisdictional environment.				
d.	The system must run in single or multi-jurisdictional environment.				
e.	The system must fully integrate with the CAD software.				
f.	The system must provide a data base of various types of records available to all members of the departmental staff.				
g.	The system must provide inquiry capability into the above data base for all employees dependent upon profile and password security, down to employee level.				
h.	The system shall retain significant portions of complaint and investigative reports on-line.				
i.	The system shall organize the complaint and investigative reports (by case number or name) in such a manner that problems by misfiling of reports are reduced.				
j.	The system must capture the data and provide reporting data for the California-mandated Uniform Crime Report needs. This feature must be in electronic format.				
k.	The system must capture and be capable of reporting under current state guidelines and be CJIS compliant.				
B.	LAW ENFORCEMENT RECORDS MANAGEMENT				

Section 3.15.2 Humboldt Law Enforcement Records Requirements

		Yes	No	MR	Comments
1	Master File Name Specifications	Yes	No	MR	Comments
	a. The software uses the master name file concept.				
	b. The master file must allow for the following categories of names:				
	1. Reporting Party				
	2. Caller				
	3. Witness				
	4. Missing Person				
	5. Adult Arrested				
	6. Juvenile Arrested (subject to expungement)				
	7. Crime Victims				
	8. Crime Suspects				
	9. Accident Victims				
	10. Traffic Violators				
	11. Gun Applicants				
	12. Bicycle Registrants				
	13. Known Offenders (registrants), plus associates per #16, Gang				
	14. Information Person				
	15. Field Interviewee				
	16. Gang Affiliations				
	c. The software must provide the ability to maintain and update the following master name file data elements.				
	1. Name (First, Middle, Last, Suffix)				
	2. Soundex Name				
	3. Address (City, State, Zip Code)				
	4. Age/Race/Sex				
	5. Physical Description				
	6. Date of Birth				
	7. Place of Birth				
	8. Driver's License Number				
	9. Driver's License State.				
	10. Social Security Number				
	11. Inmate Number				
	12. Department Arrest Number (same within department, different if external agency)				
	13. Mug Shot Number (same within department, different if external agency)				
	14. FBI Number				
	15. State Identifier Number (SID) (multiples allowed)				
	16. Military Service Number				
	17. Identikit Number				

Section 3.15.2 Humboldt Law Enforcement Records Requirements

	Yes	No	MR	Comments
18. Alias (Multiple Types)				
19. Nickname (Street Name)				
20. Occupation				
21. Home Phone				
22. Work Phone				
23. Employer Name and Address				
24. Fingerprint Classification Number				
25. Marital Status				
26. Computerized Composite Link.				
27. Modus Operandi.				
28. Body Marks/Tattoos/Deformities.				
29. Name of Nearest Relative/Friend				
30. Address of Nearest Relative/Friend				
31. Phone Number of Nearest Relative/Friend				
d. The software must eliminate the need to duplicate any information already entered - once a "file" is created on a person - provide the ability to update any basic data fields and add or modify other information as available. (Audited)				
e. The software must provide the ability to cross reference the Master Name File to all other records associated with an individual.				
f. The software must allow the case reference to a Master Name record to be marked as confidential, suppressing identifying information to all but the highest level of access and the deputy to whom the report is assigned.				
g. When a case reference to a person is marked confidential due to applicable laws, victimology or age, all public reports shall redact all identifying information automatically so that the entry may be done complete enough to satisfy all downstream reporting requirements such as UCR and Attorney General Audit.				
2 Law Enforcement Management System Modules	Yes	No	MR	Comments
a. The base system as proposed should contain all of the below data components or modules.				
1. Arrest File				
2. Wants and Warrants File				
3. Accident file				
4. Traffic/Weather Conditions				
5. Complaint Report File				
6. Suspect File				
7. Property File				

Section 3.15.2 Humboldt Law Enforcement Records Requirements

	Yes	No	MR	Comments
8. Known Associates File				
9. Code 14 (Officer Safety) File				
10. Field Investigations File				
11. Gun Permits File (CCW Permits)				
b. The following modules are optional, indicate whether they are part of the base system and, if not, provide the price for the module.				
1. Bookings File				
2. Pawn Shop File				
3. Registrants and Gang Affiliations				
4. Alarms Tracking and Billing				
c. All modules should have the following features.				
1. Provide the ability to edit for possible duplicate names and merge the name entries.				
2. The software must restrict access to this function by security access and password.				
3. The software must provide the ability to store a narrative linked to a name and display it upon inquiry for that name.				
4. Provide the ability to link multiple addresses to a name in the Master Name File.				
5. Any previous address in the address file must be able to associate a date with that information.				
6. The Master Name File must have the ability to check all coded entries for validity at the time of data entry.				
7. The software shall provide the ability - at the time of entry - to check a name against the Warrant File and notify the user of the possibility of an outstanding Code 14 or warrant.				
8. The software shall accept common business names in the Master File Name file so that unusual entries such as "Queen, Dairy," does not need to be entered instead of "Dairy Queen".				
9. The software shall require the entry of either age range or DOB for names of individuals (persons) that are deemed as either suspect or victim in the case upon initial entry.				
d. The software must provide the ability to inquire on-line and obtain details on any record associated with the individual name in the Master Name File, subject to appropriate security clearance applied on confidential records. This ability shall include but not be limited to:				
1. Suspect				

Section 3.15.2 Humboldt Law Enforcement Records Requirements

		Yes	No	MR	Comments
	2. Arrests				
	3. Witness				
	4. Reporting Party				
	5. Known Offender				
	6. Known Associate				
	7. Callers				
	8. Victim				
	9. Reporting Party				
	e. Search Functionality: The software must provide the ability to select name records from the Master Name File with user defined matching parameters outlined below at minimum.				
	1. Age or age range				
	2. Height or height range				
	3. Weight or weight range				
	4. Scars, Marks, or Tattoos				
	5. Hair Color/Length (multiple values - find).				
	6. Eye Color				
	7. Ethnicity				
	8. Other Physical Characteristics (including right/left-handed, deformities, etc.)				
	9. Combination of the above				
	10. Specific Crime Specialties				
	11. Specific Crime MO's				
	f. The software must provide the ability to search on-line and display records with appropriate security clearance applied that are associated to:				
	1. Full Name				
	2. Last Name and First Initial				
	3. First Name Only				
	4. Alias Name				
	5. Nickname				
	6. Street Name (Moniker)				
	7. Business Name				
	8. Soundex, point-based with diminutives.				
3	Calls-for-Service Requirements	Yes	No	MR	Comments
	a. The Calls-for-Service file shall provide the following data elements, obtained from CAD if initiated at the Dispatch level:				
	1. Nature of the call.				

Section 3.15.2 Humboldt Law Enforcement Records Requirements

	Yes	No	MR	Comments
2. Date and time the call was received.				
3. Date and time the call was dispatched.				
4. Date and time the unit arrived.				
5. Date and time the call was completed.				
6. The employee taking the call.				
7. The employee dispatching the call.				
8. Location of the call.				
9. Ability to enter cross-street information if the location is not an address, additional instructions for travel to.				
10. The caller requesting service.				
11. The phone number of the caller.				
12. Short summary of the call.				
13. The status of the call or method of handling (GOA, No Report, etc.).				
14. The officer assigned to the call.				
15. Ability for multiple units to be assigned.				
16. The reporting district/zone of the call.				
17. In multiple agency environments, provide ability to track the venue of the call.				
18. A separate call number within a year range for each unique call-for-service.				
19. A separate call number within a year range for each unique call-for-service.				
20. Any name gathered in the call-for-service module shall create a record in the Master Name File, with addition/modification capability.				
b. The software must provide the ability to inquire on-line into the Calls-for-Service module:				
1. By name.				
2. By location of occurrence.				
3. By date/time.				
4. By call type.				
5. By officer assigned, even where officer is no longer employed and has been marked inactive.				
6. By the call tracking number.				
7. By combination of the location and call type.				
8. By an agency case number.				
9. By a specific address.				

Section 3.15.2 Humboldt Law Enforcement Records Requirements

		Yes	No	MR	Comments
c.	The software must be able to provide various reports drawn from the calls-for-service data base, including but not limited to:				
	1. Calls-for-service analyses report providing user-selected fields such as date/time; call type/location/officer assigned.				
	2. Daily summary by call type and reporting district/zone.				
	3. Incident summary for any time period; day, week, month.				
	4. Calls-for-service report by the dispatched agency.				
	5. Calls-for-service summary report by shift.				
	6. Daily calls-for-service report by shift (radio log).				
	7. Response Time Analysis report by reporting district/priority of call.				
	8. Response time Analysis report by day of week/time/priority.				
	9. Call activity report by time-of-day/day-of-week format.				
	10. Call activity summary report by hour of day.				
	11. Call activity summary and percentage report by grid activity.				
	12. Call activity summary and percentage reported shift.				
	13. Call classification by shift report.				
	14. Call activity by patrol/reporting district summary report.				
	15. Calls-for-service report by unit and date.				
	16. Response time reports allowing user to calculate call to dispatch, call to arrival, call to clear times as needed.				
	17. Calls-for-service breakdown by month report with raw totals and percentages.				
4	Complaints/Case Reports Requirements	Yes	No	MR	Comments
a.	The objective is to capture the data from the field reports and integrate them with a larger Records database for analytical and statistical reporting. Records personnel will have the ability to enter and edit complaint reports until the incident is locked down. Records Supervisor must have the ability to review and edit reports either on or off-line. Field officer or the detective must be able to enter the original or supplemental reports.				
b.	The software must have the ability to capture and store basic data from an officer's field report and the associated report narrative.				
c.	Ability to update reports with new information as it comes to light.				
d.	Ability to enter supplemental reports by the officer-in-charge.				

Section 3.15.2 Humboldt Law Enforcement Records Requirements

	Yes	No	MR	Comments
e. Ability for either clerks or officers to enter field reports into the data base.				
f. The complaint reports must be indexed by a report number which can be the same as the original incident number.				
g. Ability to enter from a multitude of formatted field reports in use at this time including:				
1. Arrest/investigation report.				
2. Arson report.				
3. Missing person report.				
4. Death/suicide report.				
5. Stolen/recovered vehicle report (CHP 180)				
6. Narcotics report.				
7. Fraudulent document/embezzlement report.				
8. Warrants.				
9. Search warrant.				
10. Affidavit - search warrant.				
11. Return - search warrant.				
12. Declaration in support of warrant.				
13. Declaration in support of Ramey warrant.				
14. Officer safety/briefing information.				
15. Media/Public Release.				
16. Use of force.				
17. Standard crime report.				
18. Supplemental case report.				
19. Juvenile detention report.				
h. Ability to track multiple specific crimes within the master crime report.				
i. Ability to cross reference multiple related offenses to a specific crime report via a case number.				
j. Ability to void a specific case number and account for it at a later date.				
k. Ability to cross reference multiple related offenses to a specific crime report via a case number.				
l. Ability to void a specific case number and account for it at a later date.				
m. Ability for the software to automatically generate the case number if the department elects to do so.				
n. Ability to correct previously entered incident data from the case data entry screen, with control and audit capability.				

Section 3.15.2 Humboldt Law Enforcement Records Requirements

		Yes	No	MR	Comments
o.	The complaint master file shall provide the following data elements:				
	1. Date/Time of the occurrence (timeframe allowed).				
	2. Date of reporting the occurrence to the department.				
	3. Multiple crime/offense codes.				
	4. Type of arson reported.				
	5. Type of theft reported.				
	6. Status of the case.				
	7. Disposition/Date of the case.				
	8. Multiple M.O.'s of the crime.				
	9. Whether the crime was an attempt or not.				
	10. Type of weapon used, allowing for multiple types.				
	11. Type of tool used, allowing for multiple types.				
	12. Codes for the type of scene of the crime.				
	13. Officer's bureau assigned to.				
	14. Type of stolen/recovered vehicle.				
	15. Amount of property involved.				
	16. Kinds of property involved.				
p.	Provide the automatic creation of a Case File record upon entry of the crime report data.				
q.	Provide the ability of an automatic system generated tracking number within a year cycle for each case record created.				
r.	Provide the ability to capture crime analysis related information during the crime report processing.				
s.	Provide the ability to update original case information at any time when:				
	1. There are changes in the offense classification.				
	2. There is new suspect information or a new arrest.				
	3. There is a new information on property stolen or recovered.				
t.	Provide the ability within the crime report processing cycle to enter information on the following person categories:				
	1. Suspects.				
	2. Arrested Adults.				
	3. Arrested Juveniles.				
	4. Witnesses.				
	5. Reporting Party.				
	6. Missing Persons.				
	7. Other Involved Person.				
	8. Victims.				

Section 3.15.2 Humboldt Law Enforcement Records Requirements

		Yes	No	MR	Comments
u.	Provide the ability to automatically utilize or link the information which was received during the initial incident contact as well as any further information developed during the investigation process to the original complaint report.				
v.	Provide the ability to automatically link any information from an associated Field Interview Record to the original complaint report.				
w.	Provide the ability to print hard copy of the complaint and supplemental reports depending upon security.				
x.	Provide the ability within the printing of the hard copy of the complaint record to only print sanitized version of the complaint for public consumption.				
y.	Provide the ability to print a summary report within a user selected date range which displays:				
	Total number of reports.				
	Summary of calls-for-service.				
	Summary of complaint reports.				
	Summary of arrests.				
	Summary of juvenile arrests.				
	Summary of case dispositions.				
	Summary of juvenile dispositions.				
z.	Provide the on-line ability to inquire into the complaint file via:				
	1. Any name.				
	2. The complaint number.				
	3. Date/time parameters.				
	4. An officer in charge.				
	5. The crime code.				
aa.	Provide the ability or unlimited narrative input and editing capabilities for the original complaint report.				
bb.	Provide the ability for unlimited narrative input and editing capabilities for any type of supplemental report.				
cc.	Provide the ability to save on-line any unsolved case details for an indefinite length of time.				
dd.	Provide the ability from complaint file to enter information on a suspect's vehicle.				
ee.	Provide the ability of individually track multiple supplemental reports for each case number.				
5	Arrest File Requirements	Yes	No	MR	Comments

Section 3.15.2 Humboldt Law Enforcement Records Requirements

	Yes	No	MR	Comments
a. The objective of the Arrest File is to provide a means of accumulating and reporting local arrest information on both adult and juvenile offenders. This file must also accommodate the needs for the Uniform Crime Reporting of arrests.				
b. The arrest file must contain the following data elements:				
1. Date of arrest.				
2. Time of arrest.				
3. Location of arrest.				
4. Map reference area of arrest.				
5. Arrest report/complaint number.				
6. Name of arrested person.				
7. Arresting officer.				
8. Primary charge at arrest.				
9. Multiple charges/counts.				
10. Reporting districts of the arrest.				
11. Assisting arresting officer.				
12. Disposition of the arrest.				
13. Disposition date.				
14. Resulting charge at disposition.				
15. Sentencing information.				
16. Release information.				
c. Provide the ability to link newly arrested individuals to their previous arrests, if applicable.				
d. Provide the ability to create a record in the Master Name File at the time of the arrest processing.				
e. Provide the ability for an arrest register within a user selected date range, complying with California requirements for M.S.C.R.				
f. Provide the ability for an arrest record to be added at the time of the original complaint report or at a much later date.				
g. In the event of an arrest at a later date, provide the ability to properly affect the UCR statistics for the range of dates at time of arrest.				
h. Provide the ability to track multiple arrests or suspects associated with the original complaint report.				
i. Provide the ability to add additional supplemental narrative at time of arrest to the original complaint report.				
j. Provide the ability for adult arrests and juvenile arrests to be kept in separate files.				

Section 3.15.2 Humboldt Law Enforcement Records Requirements

		Yes	No	MR	Comments
k.	Provide on-line inquiry into the arrest file via:				
	1. Arrestee's name.				
	2. Agency same-as number.				
	3. Arrest date/case number.				
	4. Arrest charge code.				
	5. Complaint/case number.				
	6. Arresting officer ID.				
	7. Arrest tracking number.				
l.	Provide the ability to print a report on an individual showing all arrests and other activity in the system based on the person's name.				
m.	Provide the ability for an arrest transaction report within a user selected date range.				
n.	Provide the ability for an arrest analysis report based on date range and location parameters.				
o.	Provide the ability for an arrest statistical report per arresting officer within a date range.				
p.	Provide duplicate reports over the juvenile arrest file.				
C.	CASE MANAGEMENT REQUIREMENTS	Yes	No	MR	Comments
a.	The primary objective for the Case Management module is to provide for specific investigative bureaus the ability to gather data and update records in the database in order to efficiency of their staffs. A secondary objective is to provide a method for bureau supervisors to manage, assign, and clear cases for their personnel. The software must also aid in managing individual investigator work load and prevent any cases from being overlooked. The case management module must have the ability to enter and maintain the following elements:				
b.	Ability for investigator to initiate a complaint/case record as well as road personnel.				
c.	Ability for investigator to add supplemental reports to the original complaint report without the services of a clerk/typist.				
d.	Ability for supervisor to manage cases through on-line retrieval and review of open cases which includes assigned investigator(s).				
e.	Ability for the division supervisor to display offense entries and make investigator assignments on-line.				
f.	Ability to secure investigator supplemental report via profiles and passwords.				

Section 3.15.2 Humboldt Law Enforcement Records Requirements

	Yes	No	MR	Comments
g. Ability for investigators to update the master name files with A.K.A.'s and street names.				
h. Ability to provide a report showing investigator current case load and status of each case within a user selected date range.				
i. Ability to print hard copy of the original complaint file and the individual investigator's supplemental reports.				
j. Ability to print and/or display an assigned case summary report by officer/investigator with a selected division within a user-selected late range.				
k. Ability for investigator to update the original complaint file on M.O. codes revealed by investigation (via security control).				
l. Provide the ability for the supervisor to insert directions into the case file with narrative, date entered, and review date.				
m. Ability to print a closed case report by investigator within a division within a user-selected late range.				
n. Ability to prevent duplicate entry of case clearance information based on the complaint number.				
o. Ability to list all individuals associated with a particular case (i.e., victims, suspects, reporting party, etc.).				
p. Ability for a supervisor to classify or reclassify case status at any time as open, closed, closed with arrest, reopened, etc.				
q. Ability to associate stolen/recovered property by an investigator with a complaint record without requiring the services of a clerk.				
r. Ability to print a report of unassigned complaints within a user-selected date range.				
s. Ability to print a case disposition report by division within a user-selected date range.				
t. Ability to print a disposition reminder report whereby the user can select cases without dispositions after a user defined number of days.				
u. Provide the ability to print a summary report of all complaint statuses within a user-selected date range.				
v. Provide the ability to print a department report recapping statistics on total crimes and Part I crimes within a user-selected date range.				

Section 3.15.2 Humboldt Law Enforcement Records Requirements

	Yes	No	MR	Comments
x. Provide the ability to print a department report with summary totals on year-to-date crimes and comparison to previous year totals for the same period within a user-selected date range.				
y. Provide the ability to apply solvability factors to the complaints prior to specific assignment to an investigator.				
z. Provide the ability to print a report of all complaints within a user-selected date range sorted in descending solvability factor order.				
D. CRIME ANALYSIS REQUIREMENTS	Yes	No	MR	Comments
a. The Sheriff's Department needs to have a variety of crime and analytical reports enabling them to better plan for and allocate resources throughout their reporting districts. They also have requirements to respond to inquiries concerning crime activity of all types in various locations - specific addresses as well as residential neighborhoods. The ability to capture crime statistics over multiple year periods is also a requirement.				
b. Provide the ability to capture crime analysis related data in the complaint report file and produce certain reports in the crime analysis module based on:				
1. Date of offense.				
2. Time of offense.				
3. Location of offense.				
4. Description of the type of premises.				
5. Type of offense.				
6. Method and point of entry.				
7. Description of weapons used.				
8. Description of tools used.				
9. Victim data (age/relationship).				
10. Type of property stolen.				
11. Suspect vehicle description.				
12. Suspects description.				
13. M.O. parameters.				
c. Provide the ability to print a report which targets specific type of crimes based upon the following:				
1. Location (specific address) of occurrence.				
2. User-selected crime type.				
3. Specific crime patterns.				
4. Geographical groupings of crimes.				
5. Similar type of victims.				

Section 3.15.2 Humboldt Law Enforcement Records Requirements

	Yes	No	MR	Comments
6. Common M.O. of crime.				
7. Suspect vehicle description.				
8. Suspect physical description.				
9. Tools used.				
10. Weapons used.				
11. Property targeted for theft.				
12. Point and method of entry.				
13. Scene category of crime.				
14. Theft category of crime (i.e., shoplifting, from buildings, from vehicles).				
15. Crime attempts.				
d. Provide a report which shows statistical data on crimes concerning the frequency and the distribution of crime throughout the jurisdictions reporting districts.				
e. Provide the ability to print a report which targets specific type of crimes based upon:				
1. Alias(s)/nicknames.				
2. Physical description.				
3. Physical characteristics (including right/left handed, deformities).				
4. Known associates.				
f. Provide the ability to retrieve suspect names based upon:				
1. Model year of vehicle.				
2. Make of vehicle.				
3. Top/bottom color of vehicle.				
4. License plate of vehicle, plus partial.				
5. VIN # of vehicle.				
6. Make and model of vehicle.				
7. Make and style of vehicle.				
8. Combination of above.				
g. Provide the ability to identify the overall activity per crime type within user-selected date range and reporting districts.				
h. Provide the ability to retain information on vehicles obtained through:				
1. Field interview reports.				
2. Arrests.				
3. Complaint reports.				
4. Citations/moving violations.				
5. Accident reports.				

Section 3.15.2 Humboldt Law Enforcement Records Requirements

	Yes	No	MR	Comments
6. Want and warrant records.				
7. Suspect vehicles file.				
8. Impounded vehicles.				
i. Provide the ability to retain modus operandi characteristics in coded fields and search for same by user-selected parameters.				
j. Provide the ability to print a report with M.O. parameters and crime specialties.				
k. Provide the ability to retain crime information obtained via teletype from other agencies with the data elements of:				
1. Offender's physical description.				
2. Vehicle description.				
3. License plate of vehicle.				
4. VIN number of vehicle.				
5. Offender M.O.				
6. Information from the message.				
7. Audit information on date/time/agency received from.				
l. Provide the ability to retain information on known offenders such as:				
1. Sex offenders.				
2. Narcotics offenders.				
3. Parolees.				
4. Court probationers.				
5. Officer safety (Code 14)				
6. Gangs.				
7. Arson registrant.				
m. Provide the ability to retain information on fingerprints:				
1. Via subjects identified through complaint report.				
2. Fingerprint classification for each digit.				
3. Type classifications of fingerprints.				
n. Provide ability to retrieve possible fingerprint matches by:				
1. Searching all digits.				
2. Searching only one digit.				
o. Provide the ability to retain and retrieve information coded for facial features by Smith and Wesson Identikit, CompuSketch, or other types of composite sketch log.				
p. Provide the ability to capture and retrieve crime analysis related information in the complaint file when said information is included on a juvenile arrest.				

Section 3.15.2 Humboldt Law Enforcement Records Requirements

		Yes	No	MR	Comments
q.	Provide the ability to capture and retrieve juvenile information including:				
	1. Juvenile demographic information.				
	2. Juvenile personal characteristics.				
	3. Juvenile guardian information.				
r.	Provide the ability to link related complaints together through capture of associated case number.				
E.	UNIFORM CRIME REPORTING REQUIREMENTS	Yes	No	MR	Comments
a.	The objective of the Uniform Crime Reporting module is to satisfy the State and Federal requirements for incident based reporting using electronic media.				
b.	The software must provide the ability to produce an electronic file suitable for submission to the California Uniform Crime Reporting (UCR) section.				
c.	The UCR file must be sent to the California Department of Justice and shall have the ability to transmit changed and updated records as well as original records within the reported month.				
d.	The software must satisfy the physical requirements for automated submission (i.e., file layout).				
e.	The software must provide the required data elements:				
	1. Venue of criminal incident.				
	2. Domestic.				
	3. Primary File Case.				
	4. If attempted crime.				
	5. Reporting juris number.				
	6. Incident number.				
	7. Original year of incident.				
	8. Case status (clearance).				
	9. Date reported.				
	10. Time of occurrence.				
	11. Sequential file class.				
	12. Tool or weapon.				
	13. Value of property damaged.				
	14. Type of scene.				
	15. Arson type.				
	16. Type of larceny.				
	17. Stolen vehicle.				
	18. Recovered vehicle.				
	19. Victim of crime.				

Section 3.15.2 Humboldt Law Enforcement Records Requirements

	Yes	No	MR	Comments
20. Victim - date of birth (year).				
21. Victim's race.				
22. Victim sex.				
23. Victim's injury.				
24. Victim to offender relationship.				
25. Sequential numbering of subjects.				
26. Arrest/suspects.				
27. Subject's date of birth.				
28. Subject's race.				
29. Subject's sex.				
30. Arrest charge.				
31. Arrest disposition (for juveniles only).				
32. Sequential numbering of property.				
33. Stolen property.				
34. Recovered property.				
35. Value of stolen or recovered property.				
36. Class of stolen or recovered property.				
f. The software must provide the following in formats required by the State:				
1. Incident Record.				
2. Stolen Property Record.				
3. Subject Record.				
4. Monthly Arrest and Citation Report.				
5. Hardcopy Uniform Crime Reporting forms and reports.				
g. The software must provide a method of deleting a record for UCR purposes only and notify State Police UCR of that deletion.				
h. The software must provide the ability to make changes to the data base and notify State Police UCR of those changes in an Add/Change/Delete mode (also known as prior month adjustments).				
i. The software must provide an edit report listing over the tape file before the tape is submitted to the State Police.				
j. The edit report listing shall identify records that will not meet State Police UCR specs in the following areas:				
1. Fatal errors.				
2. Default errors.				
3. Miscellaneous errors.				

Section 3.15.2 Humboldt Law Enforcement Records Requirements

		Yes	No	MR	Comments
k.	Once errors have been identified, the software must provide the ability to correct the errors and rerun the tape for submission without negatively impacting the local jurisdictions UCR statistics.				
l.	The software must provide the ability to print a monthly summary report showing all criminal activity within the local jurisdiction.				
m.	The software must provide the ability to display on-line or print the individual incident, property, and subject records for a UCR reportable case.				
F.	PROPERTY MODULE REQUIREMENTS	Yes	No	MR	Comments
a.	The objective of the automated Property Module is to increase efficiency, provide effective property room controls, and reduce redundant keying within property/evidence processing. This module must be fully integrated to the complaint processing activity. Does the proposed system have a built-in Property Module? If Yes please specify cost if not included in base product. If No , see related item in Interoperability section 3.15.4.B.2.a. regarding current software in use, EvidenceOnQ.				
b.	The base information associated with property records should include:				
	1. Complaint number.				
	2. Item number.				
	3. Piece number, of more than one piece.				
	4. Serial number, if serialized.				
	5. Item category (i.e., stolen, pawned, evidence, found, contraband).				
	6. Property tag number.				
	7. Owner applied number.				
	8. Other identifying numbers.				
	9. Storage location, if in property room, or other location.				
	10. Quantity.				
	11. Value - rounded to nearest dollar, stolen and recovered.				
	12. Owner of item.				
	13. Date of property received.				
	14. Item category (including, but not limited to guns, tools, vehicle, bicycle).				
	15. Lab report cross reference.				
	16. Date of disposal/release.				
	17. Employee authorizing release.				
	18. Date scheduled for disposal.				

Section 3.15.2 Humboldt Law Enforcement Records Requirements

	Yes	No	MR	Comments
19. Item class (UCR).				
20. Free form description.				
21. Color.				
22. Recovered for other jurisdiction flag.				
23. Weight for drugs.				
24. Comments.				
c. Provide the ability to maintain additional elements if the property item is a firearm per AFS standard, including, but not limited to:				
1. Caliber.				
2. Number of shots.				
3. Barrel length.				
4. Finish.				
5. Model.				
6. Manufacturer.				
7. Type of firearm.				
d. Provide the ability to maintain additional elements if the property item is a boat:				
1. Boat manufacturer.				
2. License number.				
3. Hull Material.				
4. Propulsion.				
5. Boat length.				
e. Provide the ability to maintain additional elements if the property item is a vehicle:				
1. Vehicle type.				
2. Color.				
3. Vehicle make.				
4. Model.				
5. License plate of vehicle.				
6. VIN number of vehicle.				
7. Plate year.				
f. Provide the ability to maintain additional elements if the property item is a bicycle:				
1. Bicycle make.				
2. Model (boys, girls, tandem).				
3. Size.				
4. Bicycle speeds.				
5. Color.				
g. Provide the following tracking/reporting abilities:				

Section 3.15.2 Humboldt Law Enforcement Records Requirements

		Yes	No	MR	Comments
	1. Provide the ability to maintain a complete evidence tracking audit trail until final disposition of the property item.				
	2. Provide the ability to maintain details of all evidence retained in the property room for an indefinite time.				
	3. Provide the ability to maintain a disposition status for all evidence items after the item has been released.				
	4. Provide ability to track fund items from reception to disposal.				
	5. Provide ability to maintain lab reports on tests of fingerprints.				
	6. Provide ability to maintain the person or organization released to.				
	7. Provide ability to print an evidence inventory report by case number.				
	8. Provide ability to print a property disposition report for all items disposed of.				
	9. Provide ability to print a property purge reminder list of items to be released within a user-selected date range.				
	10. Provide ability to print a separate report of all pawned item transactions within a user-selected date range.				
	11. Provide ability to print a report displaying all items of property/evidence pertaining to a single complaint report.				
	12. Provide automatic flagging of pawned property if a possible match exists to previously reported stolen property.				
	h. Provide the ability for on-line inquiry into property records via:				
	1. Serial number.				
	2. Owner's name.				
	3. Tag number.				
	4. Complaint number.				
	5. Owner applied number.				
	6. Make/brand name.				
	7. Property type/kind.				
	8. UCR property class.				
	9. Storage location.				
	10. B488 Vehicle identification number.				
	i. Provide the ability to restrict access both on maintain and inquiry to property/evidence files via profiles and passwords.				
	j. Provide the ability to compare property records (at time of entry) with previous property records on-line; i.e., pawned, impounded, stolen.				

Section 3.15.2 Humboldt Law Enforcement Records Requirements

		Yes	No	MR	Comments
k.	Provide the ability to utilize bar code printers and scanners to more readily accomplish tracking of evidence and property. Desired functions are:				
	1. Ability to enter and bar code specific items into the property room.				
	2. Ability to track any movement of property by hand-held or mounted bar code scanning devices.				
	3. Provide labeling and tracking for both prisoners and agency personnel.				
	4. Ability to use bar code labels to describe reason property is moved.				
	5. Capability for rapid entry of evidence.				
	6. Provide verification procedures on-line.				
	7. Provide audit trails for all property on-line.				
	8. Ability to reprint itemized or defective bar codes on demand.				
	9. Ability to print on tamper-proof bar code labels.				
	10. Ability to track scanned document image via property module.				
G.	FIELD INVESTIGATIONS REQUIREMENTS	Yes	No	MR	Comments
a.	The objective of the automated Field Investigations module is to maintain records written by field officers that will aid in solving open complaints. A major part of this module is the ability to maintain and retrieve information of suspicious persons and vehicles at specific locations and times.				
b.	Provide the ability to maintain the following data elements:				
	1. Subject's name.				
	2. Alias.				
	3. Nickname/street name.				
	4. Address (street, city, state).				
	5. Driver's license number.				
	6. Social Security number.				
	7. Physical description.				
	8. Date of birth/age.				
	9. Map reference area.				
	10. Location of occurrence.				
	11. Date and time of occurrence.				
	12. Circumstances.				
	13. Reporting officer.				
	14. Reporting district of occurrence.				

Section 3.15.2 Humboldt Law Enforcement Records Requirements

	Yes	No	MR	Comments
15. Clothing worn.				
16. Persons accompanying.				
17. Vehicle at occurrence.				
18. Vehicle year/make/model.				
19. Vehicle license plate, year, state.				
20. Vehicle color/top and bottom.				
21. Validity of interview.				
22. Validity of information.				
23. Complaint number cross reference.				
c. Provide the ability for investigators to retrieve F.I. information based on security profiles and passwords.				
d. Provide the ability for officer's unstructured comments to be maintained and retrieved, allowing at least a minimum of 1,500 characters, with maximum unlimited.				
e. Provide the ability of on-line inquiry of information via:				
1. Name.				
2. First name only.				
3. Nickname/street name.				
4. Alias.				
5. Vehicle.				
6. Date/time of occurrence.				
7. Reason for interview.				
8. Complaint reference number.				
9. Known associates.				
10. Vehicle make and model.				
11. Vehicle make/color.				
f. Provide the ability for a report printing all F.I. activity written specific reporting districts within a user-selected date range.				
g. Provide ability for a report printing all F.I. activity on a specific street within a user-selected date range.				
h. Provide ability for a report printing all F.I. activity within user-selected vehicle information fields within user-selected date range.				
i. Provide the ability for a report printing all F.I. records generated by a specific employee within a user-selected date range.				
j. Provide the ability for a report printing all F.I. records within a user-selected date range for a specific occurrence type.				
k. Provide the ability for a report printing all F.I. records in conjunction with a specific complaint number.				

Section 3.15.2 Humboldt Law Enforcement Records Requirements

		Yes	No	MR	Comments
H.	PERSONNEL MANAGEMENT/ADMINISTRATION REQUIREMENTS	Yes	No	MR	Comments
a.	The objective of the Personnel Management Module is to provide Department managers on-line information concerning sworn and non-sworn personnel, training and specific skills, employee demographic data, assignment history, current and past ranks, and issue of Department-owned equipment.				
b.	Provide the ability to record and maintain the following personal information on every employee:				
	1. Employee full name.				
	2. Employee address.				
	3. Employee badge or ID number.				
	4. Social Security number.				
	5. Home phone number.				
	6. Department number and extension.				
	7. Date of birth.				
	8. Place of birth.				
	9. Current assignment.				
	10. Assignment history.				
	11. Current rank.				
	12. Rank history.				
	13. Hire date.				
	14. Termination date.				
	15. Education, including degrees.				
	16. Special skills.				
	17. Medical information.				
	18. Department injuries.				
	19. Blood type.				
	20. Emergency notification information.				
	21. Employee status or promotions.				
	22. Reprimands.				
	23. Commendations.				
	24. Spouse's name.				
	25. Driver's license number.				
	26. Employee demographic information.				
	27. Disciplinary actions.				
	28. Payroll step.				
	29. Special skills pay status.				
	30. Other information (free-form text).				

Section 3.15.2 Humboldt Law Enforcement Records Requirements

	Yes	No	MR	Comments
c. Provide the ability to maintain equipment records issued to all personnel:				
1. Kind of item.				
2. Quantity of item.				
3. Serial number of item.				
4. Date issued.				
5. Condition of item.				
6. Returned date.				
7. Condition returned.				
d. Provide ability to maintain records on employees with special skills; to include, but not limited to:				
1. Foreign language.				
2. CPR training.				
3. Bomb disposal training.				
4. First aid training.				
5. SWAT training.				
6. Breathalyzer training.				
e. Provide for the ability to perform weekly or monthly scheduling of employees for a minimum of 6 months.				
f. Provide for the ability to track employee training in a training module. Training module must be able to maintain records on:				
1. In-service classes.				
2. Outside school training.				
3. Firearms qualification training.				
4. Basic academy training.				
5. College classes, if applicable.				
g. Provide the ability for the training module to maintain the following data elements:				
1. Employee ID number.				
2. Training course title.				
3. Training location.				
4. Recertification date.				
5. Length of the course.				
6. Course completion date.				
7. Course comments.				
8. Course expenses.				
9. College credit hours.				

Section 3.15.2 Humboldt Law Enforcement Records Requirements

		Yes	No	MR	Comments
h.	Provide the ability to print a summary report detailing all employees and all training conducted within a user-selected date range.				
i.	Provide the ability to print a summary report of all training received by an employee during his course of employment.				
j.	Provide the ability to print a detailed employee report with all fields of data in the file.				
k.	Provide the ability to print a summary Department personnel listing sorted by:				
	1. Seniority date.				
	2. Employee rank.				
	3. Employee name.				
	4. Employee ID number.				
	5. Employee division.				

Section 3.15.3 Humboldt CAD Requirements

Section 3.15.3	COMPUTER AIDED DISPATCH (CAD) POLICE/FIRE/EMS	YES	NO	MR	Comments
Response	Vendor has a complete Computer Aided Dispatch System.				
a.	If No to the Response question, provide a list of CAD systems your product has previously built interfaces to. Include version numbers where available. Include site references.				
b.	If vendor wishes to respond only to part(s) of the 3.15.3 CAD for a specific CAD function, provide a reference to that response by listing the Section number in Comments , i.e. C.1.a for Livescan.				
A.	COMPUTER AIDED DISPATCH (CAD) GENERAL REQUIREMENTS	Yes	No	MR	Comments
1	Major Functions and Features				
a.	Provide the ability to support CAD functions for multiple police, fire and EMS agencies.				
b.	Provide the ability to maintain separate statistics on each agency.				
c.	Provide the ability to maintain separate tracking numbers for each agency, with ability for automatic assignment of next sequential number for agencies requesting capability.				
d.	Provide the ability to automatically route incoming calls to the appropriate dispatch console for each agency.				
e.	Provide the ability to allow dispatch staff to enter the initial run information directly on a work station terminal using preformatted screens.				
f.	Provide the ability for the system manager to format the CAD screen in the most efficient manner for his/her department (user customized CAD screen).				
g.	Provide the ability to display all available patrol units and their status on a separate work station terminal.				
h.	Provide the ability on the status monitor to also display the call number, current run status, and call beat/zone that each unit is involved with.				
i.	Provide the ability for automatic sequential call numbering at the point the call/complaint is entered into the system.				
j.	Provide the ability to color code the unit's status on the monitor and change the color of the unit as the unit works on the call.				
k.	Provide the ability to set timers for the various units by status. This feature should be available only to the system manager.				
l.	Provide the ability for automatic date and time stamping of the calls, down to seconds, as they are processed.				

Section 3.15.3 Humboldt CAD Requirements

		YES	NO	MR	Comments
m.	Provide the ability to track the time the call was received, dispatch time of the call, arrival time of the unit, and the clearing time of the unit.				
n.	Provide the ability to display on the terminal all unassigned calls in order of priority.				
o.	Provide the ability to customize the coding of all calls for service and allow the system manager to set department call priorities.				
p.	Provide the ability to recommend various units to the dispatchers based on the assigned beats or zones.				
2	Sizing Information	Yes	No	MR	Comments
a.	Current annual calls-for-service is approximately 60,000. Proposed system readily and efficiently handles 1.5 times that level of call activity.				
b.	The proposed system can support a minimum of at least 4 full-time dispatch desktops, as well as 9 part-time or occasional use desktops. Provide estimated cost of each additional license in Comments for possible future expansion.				
B.	CALL FOR SERVICE ENTRY REQUIREMENTS	Yes	No	MR	Comments
a.	Provide the ability to check for duplicate calls and then accept the call or drop it from the screen, retaining the duplicate call for historical purposes.				
b.	Provide the ability within CAD for the operator to add to or modify information on any call-for-service.				
c.	Provide the ability for calls to be handled from multiple console positions.				
d.	Provide the ability for a call taker or dispatcher to easily review the standard operating procedures on various call types.				
e.	Provide the ability, after the call has been cleared, for an operator to add additional information or modify the previously entered information.				
f.	Provide the ability to display the description of the call-code requested so that a dispatcher can verify code prior to entering the record into the system.				
g.	Provide the ability for dispatch staff to include and store any miscellaneous narrative information which aids in tracking the call or provides follow-up for investigation.				
h.	Provide the ability for the operator to use the function keys on the keyboard to speed up various tasks.				

Section 3.15.3 Humboldt CAD Requirements

	YES	NO	MR	Comments
i. Provide the ability to flag all calls-for-service which will require a complaint report from the field officer.				
j. Provide the ability to indicate those calls-for-service which have generated a complaint report.				
k. Provide the ability to assign the primary zone/beat responsibility for each officer's patrol by unit.				
l. Provide the ability to monitor and retrieve data on the response time by type of response and unit.				
m. Provide the ability to assign at least five levels of zone/beat responsibility for each officer's patrol by unit.				
n. Provide the ability for the software to automatically number the call-for-service and then enter the call into the call queue immediately after the operator has identified the call by type, location, and in progress, with dispatch allowed to override.				
o. Provide the ability to redisplay the call-taker/dispatcher's screens and update any information that has changed on the calls or the units.				
p. Provide a command driven access to entry and search to display all in-progress activity.				
q. Provide the ability for the CAD display terminal to remind the dispatcher that he/she has not heard from a potentially endangered unit while on a specific call.				
r. The call taker screen must provide for the following data elements:				
1. Call date/time.				
2. Location of the occurrence.				
3. Contact location.				
4. Cross street field.				
5. Reporting party's name.				
6. Caller's name, with ability to duplicate if also complainant.				
7. Caller's/complainant's address.				
8. Caller's/complainant's phone number.				
9. Caller's/complainant's second phone number.				
10. Call classification field.				
11. Remarks line.				
s. Provide the ability for the dispatcher to update the call by means of a CAD command, a specific code, or a function key once the call has been taken.				
t. Provide the ability for the dispatcher to create a call with minimal data and have the screen ready for the next call.				

Section 3.15.3 Humboldt CAD Requirements

		YES	NO	MR	Comments
u.	Provide the ability to automatically date and time stamp, to the second, CAD commands as they are entered.				
v.	Provide the ability to place a call on hold while taking a more serious call.				
w.	Provide the ability to handle traffic stops in a quick and efficient manner.				
x.	Provide the ability to easily transfer the record created through a traffic stop into the call data base (i.e., drinking and driving arrest).				
y.	Provide the ability to easily recall a cleared call-for-service. This function must accommodate the scenario of:				
	1. Call cleared by mistake (no new number).				
	2. Unit being resent at a different time period.				
z.	Provide the ability to record and then monitor officer initiated calls-for-service (different from traffic stops).				
aa.	Provide the ability to send an "alert message" to all dispatcher terminals after the call is created at a call taker terminal.				
bb.	Provide the ability for the software to assign multiple responding units to the same dispatched call.				
cc.	Provide the ability for the dispatcher to easily dispatch the second and third units to the same call through a duplicate function key.				
C.	CALL STATUS MANAGEMENT REQUIREMENTS	YES	NO	MR	Comments
a.	The status monitor screen must provide for the following data elements:				
	1. Responding agency.				
	2. Report number.				
	3. Priority of the call.				
	4. In progress field.				
	5. Person taking the call.				
	6. Person dispatching the call.				
	7. Unit call assigned to.				
	8. Call tracking number.				
	9. Reporting phone number.				
	10. Override address verification field.				
	11. Suspect(s).				
	12. Unit number.				
	13. First officer ID.				
	14. Second officer ID.				
	15. Agency identifier.				
	16. Call tracking number.				

Section 3.15.3 Humboldt CAD Requirements

	YES	NO	MR	Comments
17. Call type field.				
18. Reporting district/patrol sectors (automatic, based on address).				
19. Alternate location field.				
b. Provide for ability for the status monitor screen to work in conjunction with the dispatcher terminal and only display the calls assigned to that particular console.				
c. Provide the ability for the dispatcher to have the availability of:				
1. Every call received.				
2. Every unit available for handling calls.				
d. Provide the ability to print a log of call taker or dispatch entries using two specific printers.				
e. Provide the ability to store a unit history file for later retrieval.				
D. SUPERVISORY / SYSTEM ADMINISTRATION REQUIREMENTS	YES	NO	MR	Comments
a. Provide the ability to store standard operating procedure files on the call types.				
b. Provide the ability to maintain all codes used in the dispatch functions through tables.				
c. Provide the ability to insert units into the status terminal as they report for duty.				
d. Provide the ability for the system manager to customize some of the easily programmable function keys in CAD in order to facilitate the performance of call-taker and tasks.				
e. Allow shift supervisor to enter roster check in availability as to desk or in field.				
f. Provide the ability for the system manager to set timers for units for notifications to dispatchers.				
g. Provide the ability for the system manager to set recommended responses by priority level and in progress for each call type.				
h. Provide the ability for the system manager to modify the priority of the types of calls whether permanently or temporarily, with dispatch allowed to override.				
i. Provide the ability for a dispatch supervisor to realign or reassign dispatch beats/zones without disrupting continuous operation of the system.				
j. Provide the ability to the system administrator to add staff and security access level to system in a straightforward, user-friendly fashion.				
E. MAPPING / GIS REQUIREMENTS	YES	NO	MR	Comments
a. Provide the ability for address verification through the use of map-based file.				

Section 3.15.3 Humboldt CAD Requirements

	YES	NO	MR	Comments
b. The GIS software can readily import industry-standard geographic source files, such as those facilitated by ArcGIS 10.3.x Data Interoperability.				
c. The map information layers may be readily updated by the dispatch supervisor.				
d. This file shall maintain the following data elements in the logical layers:				
1. Block range.				
2. Street name.				
3. Street type (street, road, court, etc.)				
4. GPS Range/Township.				
5. Police agency responding.				
6. Fire agency responding.				
7. EMS agency responding.				
8. Precinct.				
9. Ward.				
10. Neighborhood designation (PH, HH).				
11. Beat or zone.				
12. Fire reporting district.				
13. Police reporting district.				
14. EMS reporting district.				
15. Map reference locator.				
16. Phone number.				
17. Intersections.				
18. Utility companies to call.				
19. Telephone exchanges present.				
20. Fire station.				
21. Subdivision reference.				
22. Odd/even side of street.				
23. Census tract.				
24. Street surface type.				
25. Special response information.				
e. Provide the ability to verify a multiple common place names (i.e., County Library) and then have the program fill in the address of that location on the call-taker's screen.				
f. Provide the ability for the program to display known hazards at the location to the dispatcher so that the officer can take correct precautions. These hazards could be:				
1. Guns registered to the location.				
2. Active warrant existing for any person at the location.				

Section 3.15.3 Humboldt CAD Requirements

	YES	NO	MR	Comments
3. Vicious animals.				
4. Previously reported calls-for-service at location, ranked as to local criteria (by threat assessment by level, then by date).				
5. Hazardous materials stored at a business site.				
6. Any serious medical information concerning persons at the location.				
7. Vacation checks/house watches.				
8. Crash pads/known drug sites.				
9. Other relevant logged activities.				
g. Provide the ability to handle runs occurring on alias street names.				
h. Provide the ability to fill in the address field when predefined names are entered on the call taker screen (i.e., Jail Transfer fills in the jail address; Court Appearance fills in the court address).				
i. Provide the ability to enter a landmark name on the CAD screen and the software then fills in the appropriate address for that name (i.e., Manila Park, Pierson Park).				
F. INQUIRY / REPORT REQUIREMENTS	YES	NO	MR	Comments
a. Provide the ability to track the role call information including the employer ID number, the unit he/she is assigned to, as well as the geographic reporting district for the day's patrol.				
b. Provide the ability to perform a call history analysis on each call-for-service or group of calls by type.				
c. The software must provide the ability to inquire on-line into the calls-for-service module by the following criteria, allowing for ranges of values and combinations of fields:				
1. Name.				
2. Location of occurrence.				
3. Date/time.				
4. Call type.				
5. Officer assigned.				
6. The call tracking number.				
7. Combination of the location and call type.				
8. A specific address.				
d. The software must be able to provide various reports drawn from the Calls-for-service database:				
1. Calls-for-service analyses report providing user-selected fields such as date/time; call type/location/officer assigned.				
2. Daily summary by call type and reporting district/zone.				
3. Incident summary for any time period: day, week, month.				

Section 3.15.3 Humboldt CAD Requirements

	YES	NO	MR	Comments
4. Calls-for-service report by source of call (person taking call).				
5. Calls-for-service report by the dispatched agency.				
6. Calls-for-service summary report by shift.				
7. Daily calls-for-service report by shift (radio log).				
8. Response time analysis report by reporting district/priority call.				
9. Response time analysis report by day of week/time/priority.				
10. Call activity summary report by hour of day.				
11. Call activity summary and percentage report by grid activity.				
12. Call activity summary and percentage reported shift.				
13. Call classification by shift report.				
14. Call activity by patrol/reporting district summary report.				
15. Calls-for-service report by unit and date.				
16. Response time reports allow user to calculate call to dispatch, call to arrival, call to clear times as needed.				
17. Calls-for-service breakdown by month report with raw totals and percentages.				
18. Journal of units' activities.				
19. Ability to remote print in a timely fashion, run sheets for responding apparatus with user-defined CAD information or pre-entered hazard, chemical, protection system, or other related occupancy information.				
e. Provide the ability to review a summary of all cleared calls-for-service in reverse chronological order, beginning with the last call cleared.				
G. INTERFACE / SYSTEM INTEROPERABILITY REQUIREMENTS	YES	NO	MR	Comments
a. Provide the ability so that as the calls-for-service are being maintained, the foundation record for UCR recording is being created.				
b. Provide the ability to backload any calls-for-service in batch mode in the event that the computer is off-line for maintenance.				
c. Provide the ability from the CAD screen to easily inquire into all data bases in order to search (State system or Code 14 also).				
d. Provide the ability to interface to the records management application and automatically move the record created in CAD to the records files upon completion of the call.				
e. Provide the ability to easily respond to units through CAD commands if mobile device unit capable. If Yes, respond to Section 3.15.4.I. mobile device INTERFACE REQUIREMENTS.				

Section 3.15.3 Humboldt CAD Requirements

		YES	NO	MR	Comments
f.	Provide the ability to interface to an E 9-1-1 telephone data base. If Yes, respond to Section 3.15.4.H. E 9-1-1 INTERFACE REQUIREMENTS.				
g.	Provide the ability to interface to the STATE/NCIC data bases for inquiries.				
h.	Provide the ability to support remote site workstations in CAD if needed.				
i.	Provide the ability for any name entered on a CAD screen to go directly into the Master Name File in the records management application.				
j.	Provide the ability for workstations outside of communications to have access to the CAD screens based on their security level.				
k.	Provide the ability for a training mode in CAD separate from but using all of the dispatch functions and features.				
H.	E 9-1-1 INTERFACE REQUIREMENTS	YES	NO	MR	Comments
	The general objective of the E 9-1-1 Interface is to allow an interface between the phone company's system E 9-1-1 and the CAD system.				
a.	Provide the ability to automatically interface E 9-1-1 data into the computer system via a communications port to a multi-user, multi-tasking Dispatch desktop computer.				
b.	Provide the ability to transfer and maintain the following data elements from the phone company database into the CAD system:				
	1. Telephone number.				
	2. Time of call.				
	3. Date of call.				
	4. Customer name.				
	5. House number.				
	6. House number suffix.				
	7. Street name.				
	8. Zone (ESN).				
	9. City/community.				
	10. Class of service.				
	11. Operator position.				
c.	Provide the ability within the system to accommodate telephone file layout changes without the necessity of having a programmer on-site.				
d.	Provide the ability to create a subfile record available for operator review prior to selection of the E 9-1-1 call and processing of same.				

Section 3.15.3 Humboldt CAD Requirements

	YES	NO	MR	Comments
e. Provide the ability via a function key on the CAD work station to immediately access the ALI record prior to transferring it onto the CAD screen.				
f. Telephone ALI record and appropriately handle the class of service field on the CAD screen.				
g. Provide the ability for the system to perform validation checks against the:				
1. Address verification file.				
2. Active calls-for-service.				
3. Previously entered hazards at the time the call is transferred to the CAD screen.				
h. Provide the ability to activate the various validity checks in an E 9-1-1 control file.				
i. Provide the ability to perform the following statistical analysis reports:				
1. Total calls logged within a user-selected data range.				
2. Total calls per specific dispatcher/operator within a user-selected				
3. Number of calls within a user-selected date and time range within a user-selected geographic portion of the jurisdiction.				
I. MOBILE DEVICE INTERFACE REQUIREMENTS	YES	NO	MR	Comments
1 General Software Requirements				
a. County Network to the Message Switch, using mobile devices in the field. The Message Switch system should interface to local, state and national networks. The "Switch" should be designed to operate unattended, 24 hours a day, 365 days a year.				
b. The software would support the use of a variety of mobile devices. If Yes, list the supported devices and/or operating systems in the Comments section.				
c. Provides multi-jurisdictional support.				
d. Emergency transmission is supported to all mobile devices and CAD dispatchers for the jurisdiction.				
e. Broadcast message capability based on mobile devices table (squads, teams, precinct, task force, etc.				
f. Message routing from any computer terminal attached to the County Network and the mobile devices.				
g. Maintains a "Bulletin Board" of information regarding mobile devices, including changes, notices, etc.; regarding the mobile devices themselves.				

Section 3.15.3 Humboldt CAD Requirements

		YES	NO	MR	Comments
h.	When messages are sent, an acknowledgement must be received. If not, sender is notified automatically.				
i.	Initiated" calls, traffic stops, and BOLO's, with ability to flag as needing review prior to posting.				
j.	Message routing from the mobile device to CAD for the capability of adding short narrative reporting to the incident/quick call, with ability to flag as needing review prior to posting.				
k.	Provides a simple function key/command to obtain last incident number.				
l.	Provide a paperless review process as to pending review, rejected, posted, and printed on all stored mobile device data.				
m.	Provides for the entry of text information that goes directly to the narrative of a call whether or not the call is active or cleared.				
n.	Provides for simple, function key, update of unit status.				
o.	Provides for inquiry into the data base for want/warrant and vehicle inquiries.				
p.	Provide ability to inquire into other appropriate system files.				
q.	Provides an audit of all data base inquiries.				
r.	Provides security that prevents unauthorized access to restricted data bases on a user-by-user basis.				
s.	jurisdictions.				
t.	Statistical reports on communications line usage.				
2	MOBILE DEVICE SECURITY	YES	NO	MR	Comments
a.	Sign on/sign off capability from the mobile device under security control which can also be controlled by the system administrator.				
b.	User cannot sign on without authorization from the system administrator.				
c.	Limited number of sign on attempts by user controlled by the system administrator.				
d.	Password security to limit access to specific transaction from any mobile device.				
e.	Provides the ability to place the mobile device into "test" mode - transmissions from the mobile device will be ignored by the Message Switch.				
f.	Message routing between the mobile device and the State/NCIC networks for inquiry purposes.				
g.	Message routing from mobile device to mobile device.				

Section 3.15.3 Humboldt CAD Requirements

		YES	NO	MR	Comments
h.	Message routing between the mobile device and the Computer Aided Dispatch system for the purposes of assisting dispatching, unit status updating, and data base inquiry.				
i.	Emergency transmission support to all mobile devices and CAD dispatchers for the jurisdiction.				
j.	Broadcast message capability based on mobile device table (squads, teams, precinct task force, etc.)				
k.	Provides the ability to hold messages for a period of time. If no response, the system automatically alerts the sender.				
l.	or both.				
m.	Provides security that prevents unauthorized access to restricted data bases on a user-by-user basis.				
n.	mobile device, etc.				
o.	jurisdictions.				
p.	When messages are sent, an acknowledgement must be received. If not, sender is notified automatically.				
q.	Maintains NCIC "assigned" numbers (ORI) for each mobile device to facilitate terminal to mobile device messages.				
r.	Provides for message store-and-forward capability, with necessary queuing on an mobile device basis for twenty-four hours.				
s.	Provides security that prevents unauthorized access to restricted data bases on a user-by-user basis.				
t.	destination, host communications statistics including: unsuccessful attempts received, message delivered, number of messages not delivered, and number of times the host link is down.				
u.	Provides an audit trail of all mobile device to mobile device messages.				
v.	mobile device transaction report that can be selected by date				
x.	Statistical reports on usage for specific mobile devices.				
y.	Automatically provides for communication line detection that can be activated locally or on a remote basis via dial-up modem.				
z.	Software can be maintained via remote communications (dial-up modem).				

Section 3.15.4 Interoperability

Section 3.15.4	INTEROPERABILITY				
A.	General information	Yes	No	MR	Comments
1	Standards and practices				
a.	Vendor is familiar with the Global Justice XML Data Model (GJXDM) and the National Information Exchange Model (NIEM).				
b.	Vendor has submitted information to the Information Exchange Package Documentation (IEPD) Clearinghouse. If Yes, please provide an example package submitted by vendor in Comments .				
c.	Vendor has successfully implemented an interface using an Information Exchange Package Documentation (IEPD) Clearinghouse exchange definition. If Yes, please describe the interface briefly in Comments .				
B.	LAW ENFORCEMENT RECORDS INTERFACES				
1	Current System Interfaces	Yes	No	MR	Comments
a.	Interface with LexusNexis Cop Logic to import on-line incident reporting information.				
b.	Provide UCR data for import into ECARS.				
c.	Provide United Reporting data for public access.				
2	Desirable System Interfaces	Yes	No	MR	Comments
a.	Interface with the property and evidence module used by Humboldt County, FileOnQ EvidenceOnQ, if no built-in module exists in product offering.				
b.	Interface with the Global Tel-Link Offender Management System to receive data related to booking of defendant(s) on Records Case Report records.				
c.	Interface with the District Attorney Case Management System [Karpel] to allow electronic filing of Complaint Request documents for case submission and to receive final disposition information such as Prosecution Rejection.				
d.	Interface with the Court Case Management System [Sustain] to allow receipt of court disposition information.				
e.	Gather NIBRS data to be supplied to the standard proposed for 2021 NIBRS and ensure that the outputs necessary to implement on or before the 2021 deadline.				
f.	Interface with outside agencies' Records Management Systems to allow cross-jurisdiction transfers of incident information.				
g.	Interface with California DOJ SmartJustice to provide incident information when appropriate.				

Section 3.15.4 Interoperability

C.	COMPUTER AIDED DISPATCH INTERFACES				
1	Current System Interfaces	Yes	No	MR	Comments
a.	Interface with the phone company server to feed enhanced 9-1-1 data into the dispatch application. (see 3.15.3.H)				
b.	Interface with the County ArcGIS 10.3.x server to provide geodata to the dispatch and records applications for mapping purposes. (see 3.15.3.E)				
c.	Interface with the County switch supplied by Diverse Computing Inc. eAgent to provide seamless access to CLETS/NCIC and local wants and warrants.				
2	Desirable System Interfaces	Yes	No	MR	Comments
a.	Interface with outside agencies' Computer Aided Dispatch systems.				

3.17 Future Requirements

The replacement systems should be Windows based client/server platform using an industry-standard database engine such as MS SQL.

Ideally, report building capability should exist within the systems or be possible using built-in or third-party reporting tools, e.g. SQL Reporting Services, SAP CrystalReport or Cognos.

Interfaces will be retooled over the course of time due to the implementation of replacement systems for the Court. Ability of replacement systems to adhere to standards being adopted as to the Global Justice eXtensible Markup Language Data Model (GJXDM) and the National Information Exchange Model (NIEM) will be considered a plus.

Vendor should have demonstrated experience in working with Information Technology applications staff in a team development mode creating interfaces, ideally oriented around XML and .NET technologies.

Vendor should have demonstrated experience with interfacing to outside agencies' CAD and RMS systems.

3.18 Current Methodologies

Currently, the Correctional Facility utilizes Global Tel*Link Offender Management System (OMS) product. This system has been in place for 4 years, and is not planned for replacement. The County will seek to implement interfaces between OMS and the replacement systems. The Sheriff Records, Patrol and Detectives Divisions currently utilizes LogiSYS RMS DataTrak. The version in place runs on a Windows 2008 R2 server with IBM DB2 and MS Access. The system has been in place for fifteen years. The only interfaces currently existing are with LogiSYS First Call CAD software and an external feed from LexisNexis Coplogic. The functional requirements for the desired replacement application are located in 6.II.

Sheriff Dispatch utilizes LogiSYS First Call CAD software. The version in place is running on a Windows 2000 server with IBM DB2. It utilizes MKS Toolkit to emulate Unix functions on the Windows platform. It has been in place for sixteen years. Interfaces in place are with the E911 system, LogiSYS RMS DataTrak and the County's CLETS and CLEWS message switch and local warrant application provided by Diverse Computing, Inc. The functional requirements for the desired replacement application are located in 6.III.

All of the above mentioned interfaces as well as some additional potential ones are described in Section 3.16.4 Interoperability.

SECTION 4.0 SUBMISSION

In order to facilitate the analysis of response to the RFP, vendors are required to prepare their proposals in accordance with the instructions outlined in this section. All proposals shall be signed by an authorized agent and submitted in a sealed package clearly marked RFP #17-100-SHRF. Vendors whose proposals deviate from these instructions may be considered non-responsive and may be disqualified at the discretion of the County of Humboldt.

One (1) original and four (4) additional copies **must be received** no later than **5:00 PM Pacific Standard Time on February 28, 2017.**

Deliver or mail proposals to:

Jim Storm
Information Technology Division Director
County of Humboldt
839 Fourth St.
Eureka, CA 95501

Proposals will be accepted up to, and no proposal may be withdrawn up to **5:00 PM PDT February 28, 2017.** Vendors are responsible for ensuring that proposals are received by the above office prior to the deadline. Proposals received after the deadline will not be considered.

4.1 Submission Requirements

Proposals should be prepared as simply as possible and provide a straightforward, concise description of the vendor's capabilities to satisfy the requirements of the RFP. Expensive bindings, color displays, promotional material, etc., are not necessary or desired. The emphasis of the RFP should be concentrated on accuracy, completeness, and clarity of content. All parts, pages, figures, and tables should be numbered and labeled clearly. The proposal should be organized into the following information, in the following order:

4.2 Computing Environment

In addition, provide the following information.

Hardware (Server) Environment - Describe the support computer hardware environment in which the proposed software will run. In the event there are multiple computer systems available, list all options. List the minimum hardware configuration for each system.

Disk Storage Space

Specify the recommended amount of disk storage space that should be purchased based on the County of Humboldt's volume requirements.

Operating System - Identify the operating system that is supported by the proposed applications software and the proposed database management system in the hardware environment recommended above. In the event there are multiple operating systems available, list all options.

List the operating system software support products required to support the recommended computing environment. List any additional vendor software products required to support your proposed application software. Provide additional costs of these tools appropriate to the proposed system.

Desktop Workstation - Identify the type(s) and minimum system configurations of workstations that are required and/or recommended to be used on the desktop. In the event that there are multiple workstation types, list all options.

Third-Party Software - List the software required to operate on each workstation type in order to support your proposed application software. Provide any additional costs for the third-party software.

4.3 Database Software

Provide a description of any Relational Database Management system required to support the system, list all features utilized in constructing the proposed application software and any optional end-user productivity tools.

4.4 Optional Software

The vendor should include a description of any features (or value added components) available for use with the proposed software that have not been specifically requested in the RFP. Consideration of these products will be given to vendors whose optional software is to be of value to the County of Humboldt.

4.5 Signature and Legibility

Each vendor's name, address, and signature will be clear and legible. The proposal will contain a cover letter on a company letterhead, signed by an authorized representative of the company.

SECTION 5.0 PUBLIC RECORDS AND TRADE SECRETS

All proposals and materials submitted become the property of the County and are subject to disclosure under the Public Records Act (Government Code § 6250 *et seq.*). However, if prior to the award of a contract further negotiations are contemplated, the County must discern whether public disclosure should await the completion of the negotiations. In these circumstances the County must establish that the public interest in nondisclosure clearly outweighs the public's interest in disclosure (Government Code § 6255; *Michaelis, Montanari and Johnson v. Superior Court (Los Angeles)*, 38 Cal. 4th 1065 (2006)).

The RFP and all responses are considered public information with the exception noted above and for trade secrets specifically identified, which will be handled according to state statutes or other laws. Any information that contains trade secrets shall be communicated to County by the proposer. Any page of the proposal that is deemed to be a trade secret by the proposer shall be clearly marked "PROPRIETARY INFORMATION" at the top of the page in at least one-half inch (1/2") size letters.

Public Information Requests prior to award may publish the respondents of the RFP but not the proposals until award is made.

SECTION 6.0 EXCEPTIONS TO SPECIFICATIONS

Proposers taking exception to any part or section of these specifications shall indicate such exceptions in the proposal. Failures to indicate any exceptions shall be interpreted as the proposer's intent to fully comply with the specifications as written, however, conditional or qualified proposals are subject to rejection in whole or in part.

Sample contract, license, and maintenance agreements should also be provided in this part of the vendor's response. This section is intended to be the basis for the development of a contract to be awarded as a result of the RFP.

SECTION 7.0 EXPENSES INCURRED IN PROPOSAL PREPARATION

Costs for developing proposals are entirely the responsibility of the vendor and will not be chargeable to the County of Humboldt.

SECTION 8.0 PROPOSER INVESTIGATIONS

Before submitting a proposal, each proposer shall make all investigations and examinations necessary to ascertain the full performance of the contract and to verify any representations made by the county that the proposer will rely upon. No pleas of ignorance of such conditions and requirements resulting from failure to make such investigations and examinations will relieve the successful proposer from its obligation to comply with every detail of all provisions and requirements of the contract documents or will be accepted as a basis for any claim whatsoever for any monetary consideration on the part of the proposer.

SECTION 9.0 QUALIFICATIONS OF PROPOSERS

Each Proposer, as part of its proposal, shall submit evidence that it has the necessary facilities, ability and financial resources to furnish the services specified herein in a satisfactory manner. The Proposer shall also submit a written history, with references which will enable the county to be satisfied as to the Proposer's qualifications. Proposer shall list any and all contracts that Proposer failed to complete and the reason therefore. Proposer shall submit written permission for the county to contact any and all references and clients should the county request. Failure to qualify according to the foregoing requirements will justify proposal rejection by the county. Firms responding shall submit six (6) copies of the information that shall include the items listed below:

9.1 Company Organization

Include company organization structure, company history and background, size of company and recent experience in airport economic output analysis, experience and familiarity with non-hub and general aviation airports that focus on economic development strategy. Indicate who in the firm performed these related projects and list the locations and owner's representative where the work took place.

9.2 Description Of Proposer Team

Description of Proposer team including names, classification and qualifications of key personnel and an organization chart showing how the team will work together. Include outside Proposers necessary to complete all the tasks associated with this RFP. Summarize the areas of expertise of key personnel.

9.3 Client References

Client references that include current address and phone numbers of people to contact for references. References should be specific to individual team members. References are important to us; again, please make sure that the telephone numbers are current and complete.

9.4 Project Completion

Discuss your approach to completing projects and describe your ability to meet schedules and to complete projects within budget.

9.5 Cost Proposal

Provide a detailed cost proposal and basic assumptions used in developing those costs.

9.6 Additional Information

Include any other information useful in making this Proposer selection.

9.7 Statement Of Required Insurance Coverage

Statement of required insurance coverage will be obtained by the Proposer.

- a. Endorsements to the general liability policy naming the County of Humboldt, and their employees, officers, agents and volunteers of each as additional insured parties;
- b. The dates of inception and expiration of coverage shall be specified; Minimum liability coverage of not less than \$1,000,000 per occurrence for bodily injury and property damage liability combined, with a general aggregate of at least twice the per occurrence amount.

SECTION 10.0 PROPOSAL WITHDRAWAL

No proposal can be withdrawn after it is filed unless the vendor makes a request in writing to the County prior to the time set for the opening of proposals or unless the County fails to accept a proposal within ninety (90) days after the date fixed for opening proposals.

SECTION 11.0 APPLICABLE LAW

The solicitation and any contract resulting from this solicitation shall be governed in all respects by the laws of the State of California and any litigation with respect thereto shall be brought in the courts of this State in the County of Humboldt. The successful Proposer shall comply with all applicable federal, state, and local laws and regulations.

SECTION 12.0 EVALUATION CRITERIA

An evaluation team comprised of county staff will review all proposals meeting the criteria of this solicitation. Criteria utilized in assessing the proposals received shall include, but not be limited to the following:

12.1 Completeness

Failure to provide information as required by the RFP will be noted and may result in the rejection of the proposal. However, non-material deviations may be waived if considered in the best interest of the County.

12.2 Contractor Qualifications

The ability of the Proposer to successfully complete the contract as required. Consideration for acceptance will be given to the following factors:

- a. **Experience.** Preference will be given to Proposers with appropriate and adequate experience. 30%
- b. **Organizational Strengths:** Preference will be given to Proposers capable of complying with every aspect of the Scope of Services. 20%
- c. **Ability to manage the proposed program.** Preference will be given to Proposers currently providing similar services. 20%
- d. **Price.** 30%

The County of Humboldt's intention is to procure the most functionally complete, cost effective Sheriff Systems available. The following criteria will be evaluated:

1. Mandatory System requirements
2. Functional requirements
3. Installation, implementation, and training plan
4. Software maintenance, software updating, and continuing support
5. User documentation
6. Software performance record in the Public Sector
7. Vendor financial stability
8. Qualifications of Vendor and history in providing service
9. Quality, clarity, and responsiveness of the proposal
10. Cost of core system
11. Cost of optional products
12. Conformance with proposed instructions and conditions
13. Conformance with proposal response format

As reflected above, the contract award will not be based solely on price, but on a combination of factors as determined to be in the best interest of the County. After evaluating the proposals and discussing them further with the finalists or the tentatively selected contractor, the County reserves the right to further negotiate the proposed work and/or method and amount of compensation.

SECTION 13.0 SELECTION PROCESS

Following the evaluation of the submitted proposals a recommendation will be made to the Sheriff's Office. County staff will notify each Proposer of the acceptance or rejection of their proposal. Selection of Proposer and final contract will be subject to approval by the Board of Supervisors.

Conflict resolution shall be handled by county staff upon receiving a written statement from the Proposer about the procurement process. The county reserves the right to award a contract or contracts to Proposer that presents a proposal which, in the sole judgment of the county, serves the best interest of the county. The county reserves the right to reject any and all proposals, to waive minor irregularities in said proposals, or to negotiate minor deviations with the successful Proposer.

SECTION 14.0 CONFLICT OF INTEREST

Proposer warrants and covenants that no official or employee of the county, nor any business entity in which an official of the county has an interest, has been employed or retained to solicit or assist in the procuring of the resulting contract, nor will any such person be employed in the performance of such contract without immediate divulgence of such fact to the county.

SECTION 15.0 CONTRACT TERMS AND CONDITIONS

If a proposal is accepted, the successful Proposer will be required to sign a contract. A sample Services Agreement setting forth the general terms and conditions is attached (Attachment A). Any executed contract will be substantially similar.

At a minimum, the County will require the following to be included in any contract.

15.1 Non-Discrimination Clause Professional Services and Employment

In connection with the execution of this Agreement, Contractor shall not discriminate in the provision of professional services or against any employee or applicant for employment because of race, religion or religious creed, color, age (over 40 years of age), sex (including gender identity and expression, pregnancy, childbirth and related medical conditions), sexual orientation (including heterosexuality, homosexuality and bisexuality), national origin, ancestry, marital status, medical condition (including cancer and genetic characteristics), mental or physical disability (including HIV status and AIDS), political affiliation, military service, or any other classifications protected by local, state and federal laws and regulations. Nothing herein shall be construed to require employment of unqualified persons.

15.2 Compliance with Anti-Discrimination Laws

Contractor further assures that it will abide by the provisions of Title VI and Title VII of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, as amended, the Age Discrimination Act of 1975, California Welfare and Institutions Code Section 10000, CDSS MPP Division 2], United States Executive Order 11246, as amended, and any other applicable local, state and federal laws and regulations. Practices in hiring, compensation, benefits and firing are among the employment practices subject to this requirement.

15.3 Hold Harmless/ Indemnification Agreement

Contractor shall hold harmless, defend and indemnify COUNTY and its agents, officers, officials, employees and volunteers from and against any and all claims, demands, losses, damages, liabilities, expenses and costs of any kind or nature, including, without limitation, attorney fees and other costs of litigation, arising out of, or in connection with, Contractor's performance of, or failure to comply with, any of the obligations contained herein, except such loss or damage which was caused by the sole negligence or willful misconduct of COUNTY.

15.4 Nuclear Free Clause

Contractor certifies by its signature on this contract that Contractor is not a Nuclear Weapons Contractor, in that the Contractor is not knowingly or intentionally engaged in the research, development, production, or testing of nuclear warheads, nuclear weapons systems, or nuclear weapons components as defined by the Nuclear Free Humboldt County Ordinance. Contractor agrees to notify County immediately if it becomes a Nuclear Weapons Contractor, as defined above. County may immediately terminate this Agreement if it determines that the foregoing certification is false or if Contractor becomes a Nuclear Weapons Contractor.

SECTION 16.0 PERIOD OF AWARD

The expected period of award is for five years.

Award of contract for the core system will be made to one vendor whose proposal provides the most favorable solution to the County of Humboldt.

The County of Humboldt also reserves the right to waive non-substantial irregularities in any proposal, to reject any or all proposals, or to reject or delete one part of a proposal and accept the other. It is anticipated that the contract, if awarded, will be awarded within 90 days of the closing date for receipt of vendor proposals. The vendors must state that the proposal is valid for 90 days from the submission date.

SECTION 17.0 INSURANCE REQUIREMENTS

Contractor, at their own expense, and for the life of the contract, agrees to obtain and maintain policies of insurance for:

1. Comprehensive General Liability Insurance (broad form endorsement), including public liability, premises operation, contractual liability, and fire legal liability, with minimum limit of \$2,000,000 combined single limit (CSL) covering all bodily injury and Records Management damage, including any legal fees arising out of its operation under this agreement; and
2. Comprehensive Automobile Liability Insurance for all owned, non-owned, hired vehicles covering all bodily injury and Records Management damage incurred during performance of this Agreement with minimum coverage of \$2,000,000 per accident combined single limit (CSL); and
3. Workers' Compensation Insurance, as required by the Labor Code of the State of California, with statutory limits, and Employers Liability Insurance with a limit of no less than \$1,000,000 per accident for bodily injury or disease. Contractor will file certificates of insurance or other sufficient proof that the insurances are in effect with the Clerk of the Humboldt County Board of Supervisors.

SECTION 18.0 OWNERSHIP AND CONTROL

The successful Proposer will be required to provide information on its ownership and control as provided in 42 Code of Federal Regulations sections 455.101 and 455.104. All copies and contents thereof of any proposal, attachment, and explanation thereto submitted in response to the RFP, except copyrighted material, will become the property of the County of Humboldt. All copyrighted material must be clearly marked.

SECTION 19.0 ASSIGNMENT

Any contract resulting from this proposal and any amendments thereto shall not be assignable by the successful Proposer.

SECTION 20.0 RESERVATION OF RIGHTS

Humboldt County reserves the right to:

- a. Cancel this RFP
- b. Amend this RFP
- c. Extend the deadline for submitting proposals
- d. Waive minor irregularities or failures to conform to the RFP

SECTION 21.0 NEGOTIATIONS

The county reserves the right to negotiate prior to contract execution with any Proposer. Items that may be negotiable include, but are not limited to, types and scope of services and activities, administration and program structure, and performance criteria. Negotiable items must be consistent with the original proposal submitted, including proposed costs.

SECTION 22.0 INQUIRY

Direct all questions regarding RFP #17-100-SHRF to:

Jim Storm
Information Technology Division Director
839 4th Street
Eureka, CA 95501

All questions must be in written form. All questions and responses will be publicly posted. Questions must be received by **January 24, 2017**. The written questions and written responses will be posted by **January 31, 2017** on the county website.

ATTACHMENTS

Attachment A Sample Contract

**PROFESSIONAL SERVICES AGREEMENT
BY AND BETWEEN
COUNTY OF HUMBOLDT
AND**

This Agreement, entered into this ____ day of _____, 2017, by and between the County of Humboldt, a political subdivision of the State of California, hereinafter referred to as "COUNTY," and _____, a _____ corporation, hereinafter referred to as "CONSULTANT," is made upon the following considerations:

WHEREAS, COUNTY, by and through its ___[Department]___, desires to retain the services of CONSULTANT to ___[General description of the purpose of this Agreement]___; and

WHEREAS, such work involves the performance of professional, expert and technical services of a temporary and occasional character, and COUNTY has no employees available to perform such services and is unable to hire employees for the performance thereof for the temporary period; and

WHEREAS, CONSULTANT has represented that it is qualified to perform such services.

NOW THEREFORE BE IT AGREED:

1. DESCRIPTION OF SERVICES:

CONSULTANT agrees to furnish the services described in Exhibit A – Scope of Work, which is attached hereto and incorporated herein by reference. In providing such services and assistance, CONSULTANT agrees to fully cooperate with the ___[Department Head]___ or designee thereof, hereinafter referred to as ___["Short Title for Department Head"]___.

2. TERM:

This Agreement shall begin upon execution by both parties and shall remain in full force and effect for ___()___ year(s). This Agreement shall be automatically renewed for additional periods of ___()___ year(s), up to a maximum of ___()___ years, unless sooner terminated as provided herein.

3. TERMINATION:

- A. Breach of Contract. If, in the opinion of COUNTY, CONSULTANT fails to adequately perform the services required hereunder within the time limits specified herein, or otherwise fails to comply with the terms of this Agreement, or violates any ordinance, regulation, or other law applicable to its performance herein, COUNTY may terminate this Agreement immediately, upon notice.
- B. Without Cause. This Agreement may be terminated by COUNTY without cause upon thirty (30) days advance written notice. Such notice shall state the effective date of the termination.

- C. Insufficient Funding. COUNTY's obligations under this Agreement are contingent upon the availability of local, state and/or federal funds. In the event such funding is terminated, COUNTY shall, at its sole discretion, determine whether this Agreement shall be terminated. COUNTY shall provide CONSULTANT seven (7) days advance written notice of its intent to terminate this Agreement due to insufficient funding.
- D. Compensation. In the event of any termination of this Agreement, CONSULTANT shall be entitled to compensation for uncompensated services rendered hereunder through and including the effective date of such termination. However, this provision shall not limit or reduce any damages owing to COUNTY resulting from a breach of this Agreement by CONSULTANT.

4. COMPENSATION:

The maximum amount payable by COUNTY under this Agreement is _____ Dollars (\$_____). CONSULTANT agrees to perform all services required by this Agreement for an amount not to exceed such maximum dollar amount. The rates and costs shall be as set forth in Exhibit B – Schedule of Rates, which is attached hereto and incorporated herein by reference.

5. PAYMENT:

CONSULTANT shall submit to COUNTY monthly invoices itemizing all work completed. Invoices shall be in a format approved by, and shall include backup documentation as specified by, ___[Short title of Department Head]___ and the Humboldt County Auditor-Controller. CONSULTANT shall submit a final undisputed invoice for payment no more than thirty (30) days following the expiration or termination date of this Agreement. Payment for work performed will be made within thirty (30) days after the receipt of approved invoices.

6. NOTICES:

Any and all notices required to be given pursuant to the terms of this Agreement shall be in writing and either served personally or sent by certified mail, return receipt requested, to the respective addresses set forth below. Notice shall be effective upon actual receipt or refusal as shown on the receipt obtained pursuant to the foregoing.

COUNTY: Humboldt County _____
 Attn: _____

 Eureka, CA 95501

CONSULTANT: _____

7. REPORTS:

CONSULTANT agrees to provide COUNTY with any and all reports, which may be required by local, state or federal agencies for compliance with this Agreement. Reports shall be submitted no later than fifteen (15) days after the end of each calendar quarter using the format required by the State of California as appropriate.

8. RECORD RETENTION AND INSPECTION:

- A. Maintenance and Preservation of Records. CONSULTANT agrees to timely prepare accurate and complete financial, performance and payroll records relating to the services provided hereunder, and to maintain and preserve said records for at least three (3) years from the date of final payment under this Agreement, except that if any litigation, claim, negotiation, audit or other action is pending, the records shall be retained until completion and resolution of all issues arising therefrom. The books and records shall be original entry books with a general ledger itemizing all debits and credits for the work performed.
- B. Inspection of Records. Pursuant to California Government Code Section 8546.7, all records, documents, conditions and activities of CONSULTANT, and its subcontractors, related to the services provided hereunder, shall be subject to the examination and audit of the California State Auditor and other duly authorized agents of the State of California for a period of three (3) years after final payment under this Agreement. CONSULTANT hereby agrees to make such records available during normal business hours to inspection, audit and reproduction by any duly authorized agents of the State of California or COUNTY. CONSULTANT further agrees to allow interviews of any of its employees who might reasonably have information related to such records by any duly authorized agents of the State of California or COUNTY. All examinations and audits conducted under this section shall be strictly confined to those matters connected with the performance of this Agreement, including, but not limited to, the costs of administering this Agreement.
- C. Audit Costs. In the event of an audit exception or exceptions, the party responsible for not meeting the program requirements shall be responsible for the deficiency and for the cost of the audit. If the allowable expenditures cannot be determined because CONSULTANT's documentation is nonexistent or inadequate, according to generally accepted accounting practices, the questionable cost shall be disallowed by COUNTY.

9. MONITORING:

CONSULTANT agrees that COUNTY has the right to monitor all activities related to this Agreement, including the right to review and monitor CONSULTANT's records, programs or procedures, at any time, as well as the overall operation of CONSULTANT's programs in order to ensure compliance with the terms and conditions of this Agreement. However, COUNTY is not responsible, and will not be held accountable, for overseeing or evaluating the adequacy of the results of services performed by CONSULTANT pursuant to the terms of this Agreement.

10. CONFIDENTIAL INFORMATION:

- A. Disclosure of Confidential Information. In the performance of this Agreement, CONSULTANT may receive information that is confidential under local, state or federal law.

CONSULTANT hereby agrees to protect all confidential information in conformance with any and all applicable local, state and federal laws and regulations, including, but not limited to: California Welfare and Institutions Code Sections 827, 5328 and 10850; California Health & Safety Code Sections 1280.15 and 130203; the California Confidentiality of Medical Information Act ("CMIA"); the federal Health Information Technology for Economic and Clinical Health Act, ("HITECH Act"); the federal Health Insurance Portability and Accountability Act of 1996 ("HIPAA") and any current and future implementing regulations promulgated thereunder, including, without limitation, the Federal Privacy Regulations contained in Title 45 of the Code of Federal Regulations ("C.F.R.") Parts 160 and 164, the Federal Security Standards contained in 45 C.F.R. Parts 160, 162 and 164 and the Federal Standards for Electronic Transactions contained in 45 C.F.R. Parts 160 and 162, all as may be amended from time to time.

- B. Continuing Compliance with Confidentiality Laws. The parties acknowledge that federal and state confidentiality laws are rapidly evolving and that amendment of this Agreement may be required to ensure compliance with such developments. Each party agrees to promptly enter into negotiations concerning an amendment to this Agreement embodying written assurances consistent with the standards and requirements of HIPAA, the HITECH Act, the CMIA and any other applicable local, state and federal laws or regulations.

11. NUCLEAR FREE HUMBOLDT COUNTY ORDINANCE COMPLIANCE:

CONSULTANT certifies by its signature below that it is not a Nuclear Weapons Contractor, in that CONSULTANT is not knowingly or intentionally engaged in the research, development, production or testing of nuclear warheads, nuclear weapons systems or nuclear weapons components as defined by the Nuclear Free Humboldt County Ordinance. CONSULTANT agrees to notify COUNTY immediately if it becomes a Nuclear Weapons Contractor as defined above. COUNTY may immediately terminate this Agreement if it determines that the foregoing certification is false or if CONSULTANT becomes a Nuclear Weapons Contractor.

12. NON-DISCRIMINATION COMPLIANCE:

- A. Professional Services and Employment. In connection with the execution of this Agreement, CONSULTANT shall not discriminate in the provision of professional services or against any employee or applicant for employment because of race, religion or religious creed, color, age (over 40 years of age), sex (including gender identity and expression, pregnancy, childbirth and related medical conditions), sexual orientation (including heterosexuality, homosexuality and bisexuality), national origin, ancestry, marital status, medical condition (including cancer and genetic characteristics), mental or physical disability (including HIV status and AIDS), political affiliation, military service, or any other classifications protected by local, state and federal laws and regulations. Nothing herein shall be construed to require employment of unqualified persons.
- B. Compliance with Anti-Discrimination Laws. CONSULTANT further assures that it will abide by the provisions of Title VI and Title VII of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, as amended, the Age Discrimination Act of 1975, California Welfare and Institutions Code Section 10000, CDSS MPP Division 21, United States

Executive Order 11246, as amended, and any other applicable local, state and federal laws and regulations. Practices in hiring, compensation, benefits and firing are among the employment practices subject to this requirement.

13. DRUG-FREE WORKPLACE:

By signing this Agreement, CONSULTANT hereby certifies that CONSULTANT will comply with the requirements of the Drug-Free Workplace Act of 1990 (California Government Code Sections 8350 et seq.) and will provide a drug-free workplace by doing all of the following:

- A. Drug-Free Policy. Publish, as required by California Government Code Section 8355(a)(1), a Drug-Free Policy Statement which notifies employees that the unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited, and specifies the actions to be taken against employees for violations.
- B. Drug-Free Awareness Program. Establish, as required by California Government Code Section 8355(a)(2), a Drug-Free Awareness Program which informs employees about all of the following:
 1. The dangers of drug abuse in the workplace;
 2. CONSULTANT's policy of maintaining a drug-free workplace;
 3. Any available counseling, rehabilitation and employee assistance programs; and
 4. Penalties that may be imposed upon employees for drug abuse violations.
- C. Drug-Free Employment Agreement. Ensure, as required by California Government Code Section 8355(a)(3), that every employee who provides services hereunder will:
 1. Receive a copy of CONSULTANT's Drug-Free Policy Statement; and
 2. Agree to abide by the terms of CONSULTANT's Drug-Free Policy as a condition of employment.
- D. Noncompliance. Failure to comply with these requirements may result in suspension of payments under this Agreement and/or termination thereof, and CONSULTANT may be ineligible for award of future contracts if COUNTY determines that the foregoing certification is false or if CONSULTANT violates the certification by failing to carry out the above-referenced requirements.

14. INDEMNIFICATION:

CONSULTANT shall hold harmless, defend and indemnify COUNTY and its agents, officers, officials, employees and volunteers from and against any and all claims, demands, losses, damages, liabilities, expenses and costs of any kind or nature, including, without limitation, attorney fees and

other costs of litigation, arising out of, or in connection with, CONSULTANT's performance of, or failure to comply with, any of the obligations contained herein, except such loss or damage which was caused by the sole negligence or willful misconduct of COUNTY.

15. INSURANCE REQUIREMENTS:

This Agreement shall not be executed by COUNTY, and CONSULTANT is not entitled to any rights hereunder, unless certificates of insurance or other sufficient proof that the following provisions have been complied with, are filed with the Clerk of the Humboldt County Board of Supervisors.

A. General Insurance Requirements. Without limiting CONSULTANT's indemnification obligations provided for herein, CONSULTANT shall, and shall require that all subcontractors hereunder, take out and maintain, throughout the period of this Agreement and any extended term thereof, the following policies of insurance placed with insurers authorized to do business in California and with a current A.M. Bests rating of no less than A: VII or its equivalent against personal injury, death and property damage which may arise from, or in connection with, the activities of CONSULTANT, its agents, officers, directors, employees, licensees, invitees, assignees or subcontractors:

1. Comprehensive or Commercial General Liability Insurance at least as broad as Insurance Services Office Commercial General Liability Coverage (occurrence form CG 0001), in an amount of Two Million Dollars (\$2,000,000) per occurrence for any one incident, including, but not limited to, personal injury, death and property damage. If a general aggregate limit is used, such limit shall apply separately hereto or shall be twice the required occurrence limit.
2. Automobile/Motor Liability Insurance with a limit of liability of not less than One Million Dollars (\$1,000,000) combined single limit coverage. Such insurance shall include coverage of all owned, hired and non-owned vehicles. Said coverage shall be at least as broad as Insurance Service Office Form Code 1 (any auto).
3. Workers' Compensation Insurance, as required by the Labor Code of the State of California, with statutory limits, and Employers Liability Insurance with a limit of no less than One Million Dollars (\$1,000,000) per accident for bodily injury or disease. Said policy shall contain, or be endorsed to contain, a waiver of subrogation against COUNTY, its agents, officers, officials, employees and volunteers.
4. Professional Liability Insurance – Error and Omission Coverage including coverage in an amount no less than Two Million Dollars (\$2,000,000) for each occurrence (Four Million Dollars (\$4,000,000) general aggregate). Said insurance shall be maintained for the statutory period during which CONSULTANT may be exposed to liability. CONSULTANT shall require that such coverage be incorporated into its professional services agreements with any other entities.

B. Special Insurance Requirements. Said policies shall, unless otherwise specified herein, be endorsed with the following provisions:

1. The Comprehensive or Commercial General Liability Policy shall provide that COUNTY, its agents, officers, officials, employees and volunteers, are covered as additional insured for liability arising out of the operations performed by or on behalf of CONSULTANT. The coverage shall contain no special limitations on the scope of protection afforded to COUNTY, its agents, officers, officials, employees and volunteers. Said policy shall also contain a provision stating that such coverage:
 - a. Includes contractual liability.
 - b. Does not contain exclusions as to loss or damage to property caused by explosion or resulting from collapse of buildings or structures or damage to property underground, commonly referred to "XCU Hazards."
 - c. Is the primary insurance with regard to COUNTY.
 - d. Does not contain a pro-rata, excess only and/or escape clause.
 - e. Contains a cross liability, severability of interest or separation of insureds clause.
2. The above-referenced policies shall not be canceled, non-renewed or materially reduced in coverage without thirty (30) days prior written notice being provided to COUNTY in accordance with the notice provisions set forth herein. It is further understood that CONSULTANT shall not terminate such coverage until COUNTY receives adequate proof that equal or better insurance has been secured.
3. The inclusion of more than one insured shall not operate to impair the rights of one insured against another insured, and the coverage afforded shall apply as though separate policies had been issued to each insured, but the inclusion of more than one insured shall not operate to increase the limits of the insurer's liability.
4. For claims related to this Agreement, CONSULTANT's insurance is the primary coverage to COUNTY, and any insurance or self-insurance programs maintained thereby are excess to CONSULTANT's insurance and will not be used to contribute therewith.
5. Any failure to comply with the provisions of this Agreement, including breach of warranties, shall not affect coverage provided to COUNTY, its agents, officers, officials, employees and volunteers.
6. CONSULTANT shall furnish COUNTY with certificates and original endorsements effecting the required coverage prior to execution of this Agreement. The endorsements shall be on forms approved by the Humboldt County Risk Manager or County Counsel. Any deductible or self-insured retention over One Hundred Thousand Dollars (\$100,000) shall be disclosed to and approved by COUNTY. If CONSULTANT does not keep all required policies in full force and effect, COUNTY may, in addition to other remedies under this Agreement, take out the necessary insurance, and CONSULTANT agrees to pay the cost thereof. COUNTY is also hereby authorized with the discretion to deduct the cost of said insurance from the monies owed to CONSULTANT under this Agreement.

7. COUNTY is to be notified immediately if twenty-five percent (25%) or more of any required insurance aggregate limit is encumbered, and CONSULTANT shall be required to purchase additional coverage to meet the above aggregate limits.

C. Insurance Notices. Any and all insurance notices required to be given pursuant to the terms of this Agreement shall be sent to the addresses set forth below in accordance with the notice provisions described herein.

COUNTY: County of Humboldt
Attn: Risk Management
825 5th Street, Room 131
Eureka, California 95501

CONSULTANT: _____

16. RELATIONSHIP OF PARTIES:

It is understood that this is an Agreement by and between two independent contractors and is not intended to, and shall not be construed to, create the relationship of agent, servant, employee, partnership, joint venture, or any other similar association. Both parties further agree that CONSULTANT shall not be entitled to any benefits to which COUNTY employees are entitled, including, but not limited to, overtime, retirement benefits, leave benefits or workers' compensation.

17. COMPLIANCE WITH LAWS:

CONSULTANT agrees to comply with all applicable local, state and federal laws and regulations, including, but not limited to, the Americans with Disabilities Act. CONSULTANT further agrees to comply with all applicable local, state and federal licensure and certification requirements.

18. SEVERABILITY:

If any provision of this Agreement, or any portion thereof, is found by any court of competent jurisdiction to be unenforceable or invalid for any reason, such provision shall be severable and shall not in any way impair the enforceability of any other provision of this Agreement.

19. ASSIGNMENT:

CONSULTANT shall not delegate its duties or assign its rights hereunder, either in whole or in part, without COUNTY's prior written consent. Any assignment by CONSULTANT in violation of this provision shall be void, and shall be cause for immediate termination of this Agreement. This provision shall not be applicable to service agreements or other arrangements usually or customarily entered into by CONSULTANT to obtain supplies, technical support or professional services.

20. AGREEMENT SHALL BIND SUCCESSORS:

All provisions of this Agreement shall be fully binding upon, and inure to the benefit of, the parties and to each of their heirs, executors, administrators, successors and assigns.

21. WAIVER OF DEFAULT:

The waiver by either party of any breach or violation of any requirement of this Agreement shall not be deemed to be a waiver of any such breach in the future, or of the breach of any other requirement of this Agreement. In no event shall any payment by COUNTY constitute a waiver of any breach of this Agreement or any default which may then exist on the part of CONSULTANT. Nor shall such payment impair or prejudice any remedy available to COUNTY with respect to any breach or default. COUNTY shall have the right to demand repayment of, and CONSULTANT shall promptly refund, any funds disbursed to CONSULTANT, which in the judgment of COUNTY were not expended in accordance with the terms of this Agreement.

22. NON-LIABILITY OF COUNTY OFFICIALS AND EMPLOYEES:

No official or employee of COUNTY shall be personally liable for any default or liability under this Agreement.

23. AMENDMENT:

No addition to, or alteration of, the terms of this Agreement shall be valid unless made in writing and signed by the parties hereto.

24. STANDARD OF PRACTICE:

CONSULTANT warrants that CONSULTANT has the degree of learning and skill ordinarily possessed by reputable professionals practicing in similar localities in the same profession and under similar circumstances. CONSULTANT's duty is to exercise such care, skill and diligence as professionals engaged in the same profession ordinarily exercise under like circumstances.

25. TITLE TO INFORMATION AND DOCUMENTS:

It is understood that any and all documents, information, and reports concerning the subject matter of this Agreement prepared and/or submitted by CONSULTANT shall become the property of COUNTY. However, CONSULTANT may retain copies of such documents and information for its records. In the event of termination of this Agreement, for any reason whatsoever, CONSULTANT shall promptly turn over all information, writings and documents to COUNTY without exception or reservation.

26. JURISDICTION AND VENUE:

This Agreement shall be construed in accordance with the laws of the State of California. Any dispute arising hereunder, or relating hereto, shall be litigated in the State of California and venue shall lie in the County of Humboldt unless transferred by court order pursuant to California Code of Civil Procedure Sections 394 or 395.

27. ADVERTISING AND MEDIA RELEASE:

All informational material related to this Agreement shall receive approval from COUNTY prior to being used as advertising or released to the media (television, radio, newspapers and internet). CONSULTANT shall inform COUNTY of all requests for interviews by media related to this Agreement before such interviews take place; and COUNTY is entitled to have a representative present at such interviews. All notices required by this provision shall be given to _____ [Short title of Department Head]_____.

28. SUBCONTRACTS:

CONSULTANT shall obtain prior written approval from COUNTY before subcontracting any of the services to be delivered hereunder. Any and all subcontracts will be subject to all applicable provisions of this Agreement. CONSULTANT shall remain legally responsible for the performance of all terms and conditions of this Agreement, including work performed by third parties under subcontracts, whether approved by COUNTY or not.

29. INTERPRETATION:

This Agreement, as well as its individual provisions, shall be deemed to have been prepared equally by both of the parties hereto, and shall not be construed or interpreted more favorably for one party on the basis that the other party prepared it.

30. INDEPENDENT CONSTRUCTION:

The titles of the sections, subsections, and paragraphs set forth in this Agreement are inserted for convenience of reference only, and shall be disregarded in construing or interpreting any of the provisions of this Agreement.

31. FORCE MAJEURE:

Neither party hereto shall be liable or responsible for delays or failures in performance resulting from events beyond the reasonable control of such party and without fault or negligence of such party. Such events shall include, but not be limited to, acts of God, strikes, lockouts, riots, acts of war, epidemics, acts of government, fire, power failures, nuclear accidents, earthquakes, unusually severe weather, acts of terrorism or other disasters, whether or not similar to the foregoing.

32. ENTIRE AGREEMENT:

This Agreement contains all of the terms and conditions agreed upon by the parties hereto and no other agreements, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind either of the parties hereto. In addition, this Agreement shall supersede in its entirety any and all prior agreements of the parties.

33. AUTHORITY TO EXECUTE:

Each person executing this Agreement represents and warrants that he or she is duly authorized and has legal authority to execute and deliver this Agreement. Each party represents and warrants to the

other than the execution and delivery of this Agreement and the performance of such party's obligations hereunder have been duly authorized.

IN WITNESS WHEREOF, the parties have entered into this Agreement as of the date written above.

TWO SIGNATURES ARE REQUIRED FOR CORPORATIONS:

(1) CHAIRPERSON OF THE BOARD, PRESIDENT, OR VICE PRESIDENT; AND

(2) SECRETARY, ASSISTANT SECRETARY, CHIEF FINANCIAL OFFICER OR TREASURER.

[CONSULTANT]

By: _____ Date: _____

Name: _____

Title: _____

By: _____ Date: _____

Name: _____

Title: _____

COUNTY OF HUMBOLDT

By: _____ Date: _____

Virginia Bass
Chair Board of Supervisors

APPROVED AS TO FORM:

By: _____ Date: _____

Deputy County Counsel

INSURANCE AND INDEMNIFICATION REQUIREMENTS APPROVED:

By: _____ Date: _____

Risk Analyst

Attachment 3

Sun Ridge Systems Inc. Proposal

Cost Quotation – Revised 8/23/17

The following is an updated Cost Quotation representing a replacement of Chapter 12 of Sun Ridge's Proposal for a Computer Aided Dispatch, Sheriff's Records/Report Writing System for the Humboldt County Sheriff's Office.

Can prices offered in this proposal be extended to other county facilities*?

Yes, although any other agency in the County would almost assuredly be smaller and be entitled to a lesser price.

*"Facilities" is understood to mean the Humboldt County Sheriff's Department at other locations in the County, e.g. sub-stations. The prices in this proposal may NOT be extended to any County agency other than the Humboldt County Sheriff's Department. Other agencies in the County, the probation department for example, are welcome to become users of the Sheriff's system, but if they desire to have their own separate database on the County system ("multi-agency") then they would have to purchase a RIMS license.

Item	Price
RIMS Computer-Aided Dispatch and Records Management Software	\$331,700
RIMS Mobile Computer Software	\$90,950
RIMS E911 Link Software	\$15,000
RIMS State Link Software (CLETS)	\$18,000
RIMS In Station Mapping Software (See Pricing Note #1)	\$40,660
RIMS Mobile Mapping Software (See Pricing Note #1)	\$15,000
RIMS Property Room Bar Coding Software	\$23,550
RIMS Collaborate Data Sharing Software	\$10,700
Citizen RIMS Public Access Software	\$11,800
RIMS Officer Training Software	\$6,500
RIMS CopLogic Link Software	\$3,750
CLEWS eAgent Link Software	\$5,150
Karpel Link Software	\$6,500
SmartJustice Link Software	\$8,600
Mapping Data Engineering Services	\$2,500
Worth Data Bar Coding Equipment (See Pricing Note #2)	\$1,700
Data Conversion Services	\$35,000
FileOnQ Data Conversion into RIMS Property Room (See Pricing Note #3)	\$18,000
Installation and Training	\$160,264

RIMS Refresher Training (See Pricing Note #4)	\$7,956
First Year Support and Updates	\$88,178
California Sales Tax	\$153
TOTAL PRICE	\$901,611

Pricing Note #1: Our In Station Mapping product requires ESRI ArcView or Google maps. Our price does not include the cost of ArcView Run Time licenses which would be required for any workstation where you wish to utilize RIMS In Station Mapping utilizing an ESRI base map. ESRI ArcView maps require a source data file which may be available through your local planning department.

If you choose to use Google Maps as your map base Sun Ridge Systems pays the licensing fees to Google; there is no charge to you.

If you purchase ArcView, you will need one copy of ArcView GIS v10.1 (or later) that can be used for the first workstation, and then a copy of ArcGIS 10.1 (or later) Runtime Engine for each additional in-station or mobile unit that will use RIMS Mapping.

If you choose to use Google Maps exclusively, the "Map Data Engineering" can be deducted from this quotation.

Pricing Note #2: Worth Data is the manufacturer of the bar coding equipment. This price includes a base station and wireless scanning terminal. These devices include a 2- year manufacturer's warranty and are not maintained by Sun Ridge. You must also purchase an inexpensive printer and labels for bar coding labels: DYMO LabelWriter 450 Turbo Label Printer and Dymo Labels # 30256. They are available at your local computer/office supply store or on the Internet.

Pricing Note #3:

1. This price does not include any costs from FileOnQ to extract or otherwise provide their data to Sun Ridge
2. The data to be converted in data in the HCSO FileOnQ system and does not include data pertaining to the DTF that is stored at the Eureka Police Department

Pricing Note #4:

1. Training days are contiguous
2. Topics to be determined by you and the training in advance of the trainer's arrival onsite
3. Our trainers are typically scheduled up to 3 to 6 months out. We would schedule your training at their earliest availability and dates which will also work for you.



Sun Ridge Systems, Inc.

To: Norma Lorenzo, Humboldt County Sheriff's Office
From: Carol Jackson
Subject: Revised Pricing
Date: July 6, 2017

The following represents an update to the Sun Ridge Proposal in response to RFP #17-100-SHRF dated February 28, 2017. These updates reflect requests and discussions during our onsite meetings which took place June 23 – 24, 2017.

One item to be quoted remains pending with the following action items:

OMS Interface:

- a. What options are available to provide a transfer of Booking Info to RIMS? (HC-IT)
- b. Will there be an initial transfer of all names in OMS to RIMS? (HCSO/HC-IT)
- c. Or will this transfer process begin at "go live" (HCSO/HC-IT)
- d. Sun Ridge to provide a quote once the items above are determined

Please note that the following prices are standalone quotes. This means that they do not include overheads costs (e.g. insurance, contract fees, etc.) that will be auto-calculated once added to your contract. Therefore, the sum-total of these items will be slightly higher when added to your project total.

In addition, these prices assume that these products will be purchased as part of this contract and will be installed as of the original project, therefore, no additional installation fees have been included.

FileOnQ Data Conversion

Item	Price
FileOnQ Data Conversion into RIMS Property Room	\$18,000
TOTAL	\$18,000

Accepted

This price is based on the following:

1. This price does not include any costs from FileOnQ to extract or otherwise provide their data to Sun Ridge
2. The data to be converted in data in the HCSO FileOnQ system and does not include data pertaining to the DTF that is stored at the Eureka Police Department

RIMS Mobile Mapping

Item	Price
RIMS Mobile Mapping Software	\$15,000
First Year Support and Updates	\$ 2,250
TOTAL	\$17,250

Accepted

This price is based on the following:

1. The RIMS Mobile Mapping product requires ESRI ArcView or Google maps. Our price does not include the cost of ArcView. ESRI ArcView maps require a source data file which may be available through your local planning department. If you choose to use Google Maps as your map base Sun Ridge Systems pays the licensing fees to Google; there is no charge to you.

iRIMS Browser Access to RIMS

Item	Price
iRIMS Browser Access to RIMS Software	\$14,000
First Year Support and Updates	\$ 2,100
TOTAL	\$16,100

Not accepted

This price is based on the following:

1. iRIMS will run on the Apple iPhone and iPad plus Android phones and tablet computers. Since there is an endless supply of new "smart" devices hitting the market, please check with us when considering a device for use with iRIMS.
2. iRIMS is not a substitute for Mobile RIMS. iRIMS is not "RIMS" running on an iPhone or iPad device. iRIMS supports queries into RIMS, but not data entry. And due to DOJ restrictions, iRIMS does not support CLETS access.
3. A web server running Microsoft IIS is required. iRIMS can co-exist with other web applications on your web server.
4. If you intend to use iRIMS outside your own network and want the data traffic to be encrypted, your agency will need to obtain an SSL certificate. We can explain the simple process for obtaining and implementing this certificate if needed.

5. This price is for use of this product by the HCSO. Additional license fees would apply for DTF users.
6. This product will be purchased as part of this contract and project timeline, therefore installation will occur as part of the original project, therefore no addition installation fees have been included.

Refresher Training

Item	Price
RIMS Refresher Training (Includes 3 days onsite)	\$7,956
TOTAL	\$7,956

Accepted

This price is based on the following:

1. Training days are contiguous
2. Topics to be determined by you and the training in advance of the trainer's arrival onsite
3. Our trainers are typically scheduled up to 3 to 6 months out. We would schedule your training at their earliest availability and dates which will also work for you.

Drug Task Force – Multi-Agency RIMS

Item	Price
RIMS Records Management Software	\$13,200
RIMS Mobile Computer Software	\$10,000
RIMS Mobile Mapping Software	\$1,600
RIMS Property Room Bar Coding Software	\$3,000
RIMS Collaborate Data Sharing Software	\$2,400
Worth Data Bar Coding Equipment	\$1,700
Onsite Business Process Review and Training	\$8,415
First Year Support and Updates	\$4,530
California Sales Tax	\$131
TOTAL	\$44,976

Not accepted
Setup as a
division of SO

This price is based on the following:

1. The DTF will have access to and the HCSO will be able to use the following RIMS products on behalf of the DTF at no additional charge:

CAD Software

In-Station Mapping Software
 E911 Link Link Software
 CLEWS eAgent Link Software
 Karpel Link Software

2. Although to be purchased by the HCSO, the following RIMS products have NOT been included at this time for and will NOT be available for use by the DTF without additional software license fees:

Citizen RIMS Public Access Software
 RIMS Officer Training Software
 RIMS CopLogic Link Software
 SmartJustice Link Software

3. With the exception of the RIMS Property Room Software, all products reflect a 20% multi-agency discount based on the DTF pricing tier.
4. Onsite Business Process Review and Training consists of:
 - a. 1 Day – Business Process Review
 - b. 1 Day – DTF Officer/Deputy Training

The following item has been requested to be removed from the pricing:

Global-Tel WebPortal Link Software

Item	Price
Global-Tel WebPortal Link Software	-\$10,700
First Year Support and Updates	-\$ 1,605
Installation	-\$ 656
TOTAL	-\$12,691

Accepted

Once we receive confirmation from you on which items are to be added/deleted, we will provide and updated pricing sheet for the contract exhibit.

Attachment 4
Request for Proposals Ranking

Rater's Initials:										
Sheriff's Office Request for Proposal CAD/RMS #17-100-SHRF	Executive Info (EIS)	SunRidge RIMS	Tyler Tech	ICO Tech BeeOn	Cyrus	Infor Public	LogiSYS	Mark 43	Zuercher	Pro Phoenix
12.2 Contractor Qualifications										
a. Experience. Preference will be given to Proposers with appropriate and adequate experience. 30%	21	24	24	9	15	12	9	3	6	12
Ranking 1-10 (Some criteria to consider - years in business, financial stability, California clients, number of employees, number of clients, references contacted and are happy...)	7	8	8	3	5	4	3	1	2	4
b. Organizational Strengths. Preference will be given to Proposers capable of complying with every aspect of the Scope of Services. 20%	24	20	18	10	12	10	8	8	6	12
Ranking 1-10 (Some criteria to consider - Response adheres to the RFP requirement (per Ad Sec), training, support model...)	8	10	9	5	6	5	4	4	3	6
c. Ability to manage the proposed program. Preference will be given to complying with every aspect of the Scope of Services. 20%	21	20	18	4	14	10	8	8	10	12
Ranking 1-10 (Some criteria to consider platform complies, schedule complies, RMS complies, Crime Analysis complies, UCR Reporting complies, Property module complies, Personnel Management complies, CAD Complies - Mapping / GIS complies, UCR Reporting complies, mobile devices comply, interfaces comply, Data migration understood/supportable...)	7	10	9	2	7	5	4	4	5	6
d. Price. 30%	18	27	24	9	9	3	12	12	15	18
Ranking 1-10 (Some criteria to consider base product price, includes all required modules and interfaces, optionally priced items (if any), annual support cost (average first five years), annual cost year five, license model...)	6	9	8	3	3	1	4	4	5	6

84 91 84 32 50 35 37 31 37 54