

**SERVICE AGREEMENT
BY AND BETWEEN
COUNTY OF HUMBOLDT
AND
INTEGRATED SECURITY CONTROLS, INC.**

This Agreement, entered into this 23rd day of July, 2019, by and between the County of Humboldt, a political subdivision of the State of California, hereinafter referred to as "COUNTY," and Integrated Security Controls, Inc., a California corporation, hereinafter referred to as "VENDOR," is made upon the following considerations:

WHEREAS, COUNTY, by and through its County Sheriff's Office, desires to retain the services of VENDOR to update, maximize, implement, and maintain the security camera system, intercom system, data video recording, and integrated building control systems; 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, VENDOR has represented that it is qualified to perform such services.

NOW THEREFORE BE IT AGREED:

1. DESCRIPTION OF SERVICES:

VENDOR agrees maintain and service COUNTY's current system at the emergency service repair cost of \$125 per hour. VENDOR will send an invoice to the COUNTY and will be paid upon receipt of that invoice.

VENDOR agrees to expand its services to include the new building and to provide Thirty-five (35) cameras, controls to all the doors, a control board, and connection to the Digital Recording System in the new building. Upon notification by County to the Vendor, implementation shall commence immediately and implementation timeline will be 60-90 days from notification.

VENDOR also agrees to furnish the services described in Exhibit 1 – Scope of Work, which is attached hereto and incorporated herein by reference. In providing such services and assistance, VENDOR agrees to fully cooperate with the Humboldt County Sheriff's Office or designee thereof.

2. TERM:

This Agreement shall begin upon execution by both parties and shall remain in full force and effect for five (5) year(s). This Agreement shall be automatically renewed for two (2) one (1)-year term renewals, up to a maximum of seven (7) years, unless sooner terminated as provided herein.

3. TERMINATION:

- A. Breach of Contract. If, in the opinion of COUNTY, VENDOR 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 VENDOR 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, VENDOR 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 VENDOR.

4. COMPENSATION:

The maximum amount payable by COUNTY under this Agreement is set forth in Exhibit 2 – Schedule of Rates and Payment Schedule, listed below:

- A. Existing System Upgrade: Eight Hundred Thirteen Thousand, Six Hundred Ninety-Nine Dollars (\$813,699.00).
- B. Camera System Upgrade: Six Hundred Thousand (\$600,000.00)
- C. New Building: Six Hundred Sixty-Eight Thousand, Nine Hundred Forty-Seven Dollars (\$668,947.00).
- D. Maintenance Options: Multiple

VENDOR agrees to perform all services required by this Agreement for an amount not to exceed such maximum dollar amount as specified in Exhibit 2 – Schedule of Rates. The rates and costs set forth in Exhibit 2 – Schedule of Rates and Payment Schedule, is attached hereto and incorporated herein by reference.

5. PAYMENT:

VENDOR 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 the Sheriff's Office and the Humboldt County Auditor-Controller. VENDOR 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 Sheriff's Office
Attn: Captain Duane Christian
: Purchasing Department
826 4th Street,
Eureka, CA 95501

VENDOR: Integrated Control Systems, Inc.
Attn: John Pegram
789 Lombardi Court, Suite 204
Santa Rosa, CA 95407

7. REPORTS:

VENDOR 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. VENDOR 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 VENDOR, 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. VENDOR 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. VENDOR 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 VENDOR's documentation is nonexistent or inadequate, according to generally accepted accounting practices, the questionable cost shall be disallowed by COUNTY.

9. MONITORING:

VENDOR agrees that COUNTY has the right to monitor all activities related to this Agreement, including the right to review and monitor VENDOR's records, programs or procedures, at any time, as well as the overall operation of VENDOR'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 VENDOR pursuant to the terms of this Agreement.

10. CONFIDENTIAL INFORMATION:

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

VENDOR 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:

VENDOR certifies by its signature below that it is not a Nuclear Weapons Vendor, in that VENDOR 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. VENDOR agrees to notify COUNTY immediately if it becomes a Nuclear Weapons Vendor as defined above. COUNTY may immediately terminate this Agreement if it determines that the foregoing certification is false or if VENDOR becomes a Nuclear Weapons Vendor.

12. NON-DISCRIMINATION COMPLIANCE:

- A. Professional Services and Employment. In connection with the execution of this Agreement, VENDOR 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. VENDOR 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, VENDOR hereby certifies that VENDOR 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. VENDOR'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 VENDOR's Drug-Free Policy Statement; and
 2. Agree to abide by the terms of VENDOR'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 VENDOR may be ineligible for award of future contracts if COUNTY determines that the foregoing certification is false or if VENDOR violates the certification by failing to carry out the above-referenced requirements.

14. INDEMNIFICATION:

VENDOR 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, VENDOR'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 VENDOR 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 VENDOR's indemnification obligations provided for herein, VENDOR 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 VENDOR, 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.
- 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 VENDOR. 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 VENDOR 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, VENDOR's insurance is the primary coverage to COUNTY, and any insurance or self-insurance programs maintained thereby are excess to VENDOR'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. VENDOR 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 VENDOR 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 VENDOR 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 VENDOR 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 VENDOR 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

VENDOR: Integrated Control Systems, Inc.
Attn: John Pegram, President
789 Lombardi Court, Suite 204
Santa Rosa, CA 95407

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

VENDOR 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:

VENDOR agrees to comply with all applicable local, state and federal laws and regulations, including, but not limited to, the Americans with Disabilities Act. VENDOR 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:

VENDOR 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 VENDOR 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 VENDOR 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 VENDOR. 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 VENDOR shall promptly refund, any funds disbursed to VENDOR, 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:

VENDOR warrants that VENDOR has the degree of learning and skill ordinarily possessed by reputable professionals practicing in similar localities in the same profession and under similar circumstances. VENDOR'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 VENDOR shall become the property of COUNTY. However, VENDOR may retain copies of such documents and information for its records. In the event of termination of this Agreement, for any reason whatsoever, VENDOR 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). VENDOR 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 Sheriff's Office.

28. SUBCONTRACTS:

VENDOR 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. VENDOR 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 that 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.

INTEGRATED SECURITY CONTROLS, INC.

By: 
John Pegram
President

Date: 7/11/19

COUNTY OF HUMBOLDT

By: 
Rex Bohn
Chair Board of Supervisors

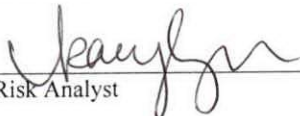
Date: 7/30/19

APPROVED AS TO FORM:

By: 
Deputy County Counsel

Date: 7/17/19

INSURANCE AND INDEMNIFICATION REQUIREMENTS APPROVED:

By: 
Risk Analyst

Date: 7/19/19

EXHIBIT 1 – SCOPE OF WORK

ISC will provide an integrated system, changing the existing analog video head end by updating the existing Human Machine Interface system (HMI). The HMI system includes the touchscreen control stations in Central, Booking, 3rd Floor Women's Max and 5th Floor Men's Max.

I. Existing System Upgrade

The system upgrade includes all the necessary upgrades to support the conversion of the system to a completely IP-based system. The complete conversion to an IP system would also require upgrading all the existing analog cameras to IP. The upgrade includes the necessary hardware and programming to eliminate the existing analog video head end. Cameras will be upgraded to 3 Mega Pixel or higher IP cameras.

II. System Upgrades

- A. Install new Security network to support IP infrastructure, including 10G fiber optic backbone connecting SE equipment rooms including N325, S356A, S442A, S519A, S605A. Network will extend via copper to all Touchscreen Control locations.
- B. Install Redundant HMI Servers in main server room N325.
- C. Install new head end PLC processor in main Server room N325.
- D. Install new HMI computers in Central Control, Booking, 3rd Floor Max and 5th Floor Max control locations with new touchscreen monitors.
- E. Install new video client computers in control locations with new 32" 4K monitors (see above for details).
- F. Install new master intercom stations for all Touchscreen Control locations.
- G. Install new IP cameras as selected by the County.

III. Intercom System

The existing Intercom system is an old 1990s analog system which relies on many relays for switching the intercoms. In order to prepare for compatibility with the new building, this system needs to be upgraded to an IP-based system that does not require separate relay banks for each potential master station and talk path. This will free up wall space in the SE rooms, as the existing relay boards will all be removed and replaced with rack mounted head end equipment.

- A. Install Harding DXL Digital Intercom equipment in all SE Equipment locations to eliminate proprietary and obsolete existing EMSS Relay boards.
- B. Install Digital Touchscreen Master Intercoms at all Touchscreen Control locations.

IV. Camera System

The Avigilon Control Center Enterprise edition video management system (VMS) with a mix of Avigilon and Axis cameras will be installed.

The existing cameras will be replaced with IP cameras. Existing conduit will be used where possible. Install new conduit as necessary to achieve desired views. Two years' on-site storage will be included.

- Qty 40 - 3MP IP Fixed Vandal Resistant Dome
- Qty 12 - 6MP Fisheye
- Qty 26 - 8.3MP 180-degree Vandal Resistant Dome
- Qty 2 - 12MP 180-degree Pendant (Roof)

A. Avigilon Control Center Enterprise

- Video retention for 24 months at full resolution I 10fps on new-IP cameras and existing analog cameras. Video retention of two (2) years satisfies California state requirements and Humboldt County video retention policy.
- Ability to search for video by time, location and motion event and export video to portable media including CD/DVD ROM, USB storage, or external drive for investigation or use as evidence.
- Ability to watermark and export secure video file for use as evidence.
- Additional workstations can be added anywhere on the network. Avigilon ACC Enterprise permits an unlimited number of clients with no additional license required.
- Remote access is available through a web browser or iOS and Android applications.
- H265 support in the VMS. HDSM provides bandwidth management with Avigilon cameras that do not support H265.

B. Video Workstations (Qty 4)

- Video workstations will consist of one Dell 7050 tower and two BenQ 24" 4K monitors per workstation, running the Avigilon Control Center Client software.
- The Dell 7050s will have Windows 10, Intel Pentium i7 CPU, Radeon R5 GPU, SSD hard drive, and CD/DVD RW drives.
- Two 4K BenQ monitors.

C. Avigilon HD-NVR4 Premium (Qty 1)

- RAID 6 storage for performance and data redundancy. RAID 6 permits the failure of two (2) drives per disk array with no loss of data.
- Intel Xeon Processor, 2.4GHz, and 15M Cache.
- 16GB DDR4 RAM.
- Redundant Hot Swappable Power Supply.
- Microsoft Server 2012 R2.

D. Avigilon 3MP Domes (Qty 40)

- Full 3MP resolution.
- On-camera analytics to analyze video and trigger alarms.
- Low light capability.
- Outdoor, weather resistant (IP66) rated dome housing.
- Vandal resistant (IK10) for durability in a corrections environment.
- Power Over Ethernet (POE) provides power and data over a single cable to simplify installation and maintenance, and reduce materials cost.

E. Axis P3708 180° Panoramic camera (Qty 26)

- 8.3 MP resolution (4 x 2.1MP)/ 180° Panoramic View
- Low light capability.
- Outdoor, weather resistant (IP66) rated dome housing.
- Vandal resistant (IK10) for durability in a corrections environment.
- Power Over Ethernet (POE) provides power and data over a single cable to simplify installation and maintenance, and reduce materials cost.

F. Avigilon 15C-H4A-3MH-180 180° Panoramic camera (Qty 2)

- 15MP resolution (3 x 5MP) / 180° Panoramic View
- Low light capability.
- Outdoor, weather resistant (IP66) rated dome housing.
- Vandal resistant (IK10) for durability in a corrections environment.
- Power Over Ethernet (POE) provides power and data over a single cable to simplify installation and maintenance, and reduce materials cost.

G. Avigilon Encoders (Qty TBD – mutually agreed-upon by County and Vendor)

- Any remaining existing analog cameras which are not replaced with new cameras will be integrated using Avigilon analog to digital encoders.

H. Avigilon 6MP Fisheye (Qty 12)

The new Avigilon™ H4 Fisheye camera line is designed to provide a complete high resolution 360-degree panoramic view of a scene with no blind spots. The H4 Fisheye camera line is a cost-effective, easy-to-install solution designed to provide clear image detail and broad coverage with fewer cameras.

- 6.0 and 12.0 megapixel resolution models
- 360-degree field of view fisheye lens
- Patented High Definition Stream Management (HDSM)™ Technology
- Content adaptive IR technology provides effective illumination through the field of view, while maintaining excellent scene illumination

- Integrated IR (Infrared) LEDs provide uniform illumination in the dark,
- even at 0 lux, up to a maximum of 10 m (32.8 ft) away
- Idle Scene Mode lowers bandwidth and storage usage if there are no motion events detected in the scene
- IP66 certification offers total dust ingress protection and protection against high-pressure water jets
- Avigilon LightCatcher technology provides exceptional image quality in low light environments
- Vandal resistant with IK10 impact rating
- ONVIF® Profile S and Profile T Compliant

V. New Building

ISC will provide a complete HMI/PLC-based control system and video surveillance system for the jail expansion being completed in the next three years. Potential increases in the "New Building" price have been factored in. Upon notification by County to the Vendor, implementation shall commence immediately and implementation timeline will be 60-90 days from notification.

A. Control System

The control system will consist of one PLC, one HMI touchscreen workstation, a Harding digital intercom system, network infrastructure to connect with central control, and all required cable, relays, terminals, and fuses required to build a fully functional control system.

The PLC will be a Modicon M340 with enough I/O to support 33 controlled doors, and an ethernet connection over 10G fiber connection to central control in the existing building.

The HMI touchscreen workstation (Qty 1) will consist of a Dell 7050 tower (with Windows 10, Intel Pentium i7 CPU, Radeon RS GPU, SSD hard drive, and CD/DVD RW drives), an Elo 32" touchscreen monitor, and a Harding touchscreen master intercom station.

Intercom system will include a Harding DXL series digital intercom station with seventy (70) Harding 400 Series intercom stations, including all required head end equipment, intercom stations, and touchscreen intercom master station.

B. Camera System

ISC will provide a complete video surveillance system including cameras, head end hardware to provide two (2) years of retention on all new building cameras, Avigilon Control Center video management system (VMS), and all required switches, network cable, and network connection to the camera system in the existing building.

The VMS for the new cameras will be the same Avigilon Control Center 6 Enterprise used in the existing building upgrade. ACC6 supports multi-server sites, allowing both locations to be managed from a single interface.

Thirty-five (35) Avigilon 3.0C-H4A-DO1-B cameras are included. All 35 cameras will be recorded at 10fps on motion and at 1fps at all other times. Additional cameras or higher resolutions are available at an additional cost. Storage costs will also increase with additional / higher-resolution cameras.

One video surveillance workstation for the new building, consisting of a Dell 7050 workstation with two 4K BenQ monitors, is included.

VI. Maintenance Options

A. Periodic Maintenance (Quarterly)

Periodic Maintenance is regularly scheduled tasks to include the installation of any available software patches for system components as well as the cleaning of equipment ventilation ports to prevent overheating of equipment. Visual and Infrared Inspection of system components is also a part of Periodic Maintenance. This Maintenance will be scheduled with the County during the Months of January, April, July and October. The Periodic Maintenance can be performed in a single day each Quarter. (Six hours on-site, two hours travel time).

Equipment included in this Periodic Maintenance Agreement includes all equipment provided by ISC as a part of RFP 19-001-SHF. Periodic Maintenance does not cover the replacement of failed components, which is covered under Emergency Services.

- Software Updates (As available)
 - o Avigilon ACC6 Software Patches
 - o Camera Firmware Patches
 - o Touchscreen Software (Ignition) Patches
 - o Harding DXL Admin Software Patches
 - o Touchscreen & CCTV PC Windows Software Updates
- Equipment Cleaning
 - o Vacuum All Rack Mounted equipment vents
 - o Vacuum all Touchscreen PC Computer Vents

- o Vacuum Electrical Enclosures and Racks
- Inspection and Testing
 - o Verify UPS Loading
 - o Verify Server Failover
 - o Visual and Infrared Inspection of all Panel Components
 - o Visual and IR Inspection of all Rack Components
 - o Check Critical Spares Inventory and Report

B. Emergency Maintenance

ISC will provide emergency maintenance 24/7. Emergency response time is less than 8 hours to Eureka. Refer to Exhibit 3 – Maintenance and Service Level Agreement.

VII. Requirements / Specifications

No.	Requirements/Specification
1	New cameras shall be IP-based with a minimum 1080P resolution (i.e. Axis M11 series) or IP 3 MP or better. Some cameras will need PTZ capability. All should accommodate excellent low-lux and IR exposure, capable of progressive scan, and lenses that accommodate the required coverage area as determined by the Sheriff's Office. These cameras will vary from wide/tele lens, infrared capabilities, outdoor rated, encased in tamper proof domes, some with PTZ capability, plus appropriate mounting hardware/brackets specific to the camera type/location being installed.
2	Encoding capability of H.265 or HDSM.
3	Selected cameras will have the capability to be "pixelated" to provide privacy screening in toilet and shower areas on a portion of the view. This pixelated screen will be shown on both the live and recorded views, but be able to be overridden by selected users.
4	Provide and install necessary servers and software to allow retention of camera recording for all cameras for a two (2)-year duration. Six (6) months of video shall be retained at full resolution (100%). The recordings shall be compressed and retained for the remaining eighteen (18) months.
5	Recording system and cameras should accommodate variable frame rates on each camera as necessary and determined by jail personnel (7.5 fps up to 30 fps).
6	Provide necessary Type EMT conduit where needed, complying with all local, state and federal regulations, California regulations Title 15 Division 1 and Title 24.

7	Install necessary software and hardware for remote access via secure Virtual Private Network approved by County IT.
8	Install a rack air conditioning unit on existing rack in Central Control; Humboldt County Sheriff will be responsible for exhaust of A/C.
9	<p>Provide and install 24" and 32" high-definition monitors in different locations within the Jail; Monitors shall each be attached by individually adjusting fully articulating monitor mounts (compatible with Winsted desk mounts) for viewing on existing desks in each location. The specific quantity of 24" and 32" high-definition monitors will be determined and mutually agreed-upon by the County and Vendor prior to implementation. The following locations shall have the high-definition monitors with them ability to monitor the below listed number of cameras in each location:</p> <p>Central control: 24-32 cameras being monitored at the same time Booking area: 8 cameras monitored at the same time 529 Station: 4 cameras monitored at the same time 363 Station: 4 cameras monitored at the same time</p>
10	Provide and install joystick controllers for PTZ cameras in Central Control
11	Provide and install a locking wall mount rack for termination of cameras where needed.
12	Provide and install (3) 48 port Gigabit Layer 3 network switches with 10GB transceivers.
13	Provide and install 10 GB fiber installation in all necessary locations, utilizing existing conduit where applicable.
14	Provide and install all security fasteners and compression connectors for all conduit. All security fasteners shall match what is currently being used by the facility.
15	All cables shall be supported, and all cables and electrical wires shall be installed by a licensed contractor.
16	Provide and install necessary software/hardware for ability to view County Jail cameras by secure administration rights.
17	Maintain all existing security equipment operational and functional from the time the contract is awarded, throughout the installation of upgrades for all hardware and software components associated with this RFP, including providing manufacture's latest version of software and/or firmware associated with this project.
18	Remove and dispose of all equipment that are not and will not be used.
19	Warranty on all equipment and systems for a period of two (2) years at no additional cost to the Sheriff's Office. The warranty shall cover all costs for WARRANTY SERVICES, including parts, labor, prompt field service, pick-up and transportation. Warranty begins when system commissioning is completed, punch list items resolved, and Sheriff's Office provides written acceptance of system. Warranty must be backed (in writing) by the manufacturer.
20	Provide remote interface for troubleshooting and maintenance that the user will activate and de-activate to ensure that unauthorized remote access to the security control system does not occur.

21	Provide extended Maintenance Service beyond the required 2-year warranty period on a time and material basis for each of the systems. Service Technician must respond within 8 hours 24/7 (weekends and holidays included). Refer to Exhibit 3 – Maintenance and Service Level Agreement.
23	Include enough camera licenses to accommodate camera inventory.
24	Cameras will operate on Power over Ethernet (PoE), but if County elects to retain some existing analog cameras, these will not be PoE.
25	All cameras will be installed in a workmanlike and secure fashion and aimed/installed in accordance with the necessary field of view as described by the Sheriff's Office and in accordance with manufacturer's instructions.
26	Install and provide all cabling and connections. Camera IP cabling will be CAT-6 Plenum cable.
27	All cabling shall be labeled at both ends of the cable run using permanent/legible typed labels and created by a Brady LS-200 label maker or equivalent system.
28	Label each end of conduit and/or individual cable end in a clear manner by designating the location of the other conduit end (i.e. room name, junction box number, etc.).
29	All wiring installed will be of continuous run - no splicing will be allowed.
30	No compression connectors (beanies) or wire nuts may be used.
31	No wiring will be exposed to unsecured access.
32	Awarded contractor will be responsible for removing cabling for old analog cameras and any other unused equipment related to the current camera recording system.
33	Wiring will be run in current cable trays/conduit where available. Where not available and where required, cable trays and conduit will be installed.
34	All wire runs will be EMT conduit unless above hard deck ceiling with the exception of the Head End.
35	In inmate accessible areas, rigid conduit will be used.
36	All screws used shall be security type 4 (four). Copies of the security head used will be provided to the owner upon conclusion of the project. Vendor will confirm screw types with County Maintenance specifications.
37	Conduit will be a minimum of ¾ inch sized (post ¾ filled standard) with 30% room for expansion.
38	Any new conduit shall be reamed to eliminate sharp edges and terminate with metallic insulated grounded throat bushings. Cap each conduit with a mechanical-type seal for protection. Equip all conduits with plastic or nylon pull string with a minimum test rating of 200 lb.
39	Install a nylon pull wire in each empty conduit, leaving at least eight inches slack at each end.
40	All video equipment, cable, conduit or wiring shall conform to the interior décor standards, and all applicable local, state and federal codes.
41	All infrastructure installed will be expected to withstand the normal, routine actions in the area in which installed and shall be guaranteed as such.
42	Provide sleeves where required for wall and ceiling penetrations. Provide core drilling where required for sleeve installation. Sleeves as needed shall be EMT conduit and shall be provided with insulated throat bushings for each end.

43	If necessary, provide fire stopping material to maintain the fire rating of all penetrated walls, floors and ceiling structures. Material shall be acceptable to the local fire and building authorities as well as applicable codes and shall be removable. Fire stopping material shall be: 1) Specified Tech. Inc, or 2) Wiremold Flame Stopper.
44	Provide a qualified Project Manager to be in charge of the work at all times and be present at the job site as required during the installation.
45	The work shall be performed by skilled installers under the direction of a(n) experienced technician(s), all of whom shall be properly trained and qualified for this work.
46	The Vendor shall provide initial onsite staff training on video monitoring/recording platform upon completion of installation, and ongoing quarterly remote training via web conferencing or video conferencing.
47	All work at the facility must be accomplished with the least amount of downtime and disruption to Jail operations as possible. Work must be performed in a phased approach so that only one housing area is without cameras at any one time.
48	Provide Sheriff's Office with two sets of AutoCad printed (D50 size) drawings and two optical discs as backups containing the AutoCad information in PDF format and DWG format.

EXHIBIT 2 – SCHEDULE OF RATES and PAYMENT SCHEDULE

I. Cost Summary

Pricing is dependent on upgrading the equipment in the security Electronics equipment rooms. S356A, N325, S422A, S519A and S605A. The equipment in the Control rooms ties into this equipment, but they are not options.

A. Existing System Upgrade - \$813,699.00

- Install new Security network to support IP infrastructure, including 10G fiber optic backbone connecting SE equipment rooms including N325, S356A, S442A, S519A, S605A Network will extend via copper to all Touchscreen Control locations.
- Install POE Switches in N325, S356A, S442A, S519A, S605A.
- Install Redundant HMI Servers in main server room N325.
- Install new head end PLC processor in main Server room N325
- Install new HMI computers in Central Control, Booking, 3rd Floor Max and 5th Floor Max control locations with new touchscreen monitors.
- Install new video client computers in control locations with new 32" 4K monitors (see above for details).
- Install New Harding IP Intercom Head End equipment in all SE Equipment Rooms.
- Install new IP Master intercom stations for all Touchscreen Control locations.

B. Camera System Upgrade \$600,000.00

Replace existing cameras with IP cameras, using existing conduit where possible. Install new conduit as necessary to achieve desired views. This includes two years on site-storage.

- Qty 40 - 3MP IP Fixed Vandal Resistant Dome
- Qty 12 - 6MP Fisheye
- Qty 26 - 8.3MP 180-degree Vandal Resistant Dome
- Qty 2 - 12MP 180-degree Pendant (Roof)

C. New Building - \$668,947.00

ISC will provide a complete HMI/PLC based control system and video surveillance system for the jail expansion being completed in the next three years. Material and labor costs have been factored in for potential increases in the New Building price.

II. Maintenance Options

A. Routine maintenance

- First Year - \$3,250 per quarter
- Second Year - \$3,250 per quarter
- Third Year - \$3,380 per quarter
- Fourth Year - \$3,380 per quarter
- Fifth Year - \$3,510 per quarter
- Sixth Year - \$3,510 per quarter
- Seventh Year - \$3,640 per quarter

B. Emergency Service / Hardware and Software Repair

- Labor
 - First Year - \$125/hour
 - Second Year - \$125/hour
 - Third Year - \$130/hour
 - Fourth Year - \$130/hour
 - Fifth Year - \$135/hour
 - Sixth Year - \$135/hour
 - Seventh Year - \$140/hour

C. Materials

First through Seventh years, at Cost + 20%

III. Payment Schedule for Existing System Upgrade and Camera System Upgrade

PERIOD	INVOICE DATE		AMOUNT DUE
8/1/19-8/31/19	1-Sep-19	\$ 8,391.65	
9/1/19 - 9/30/19	1-Oct-19	\$ 23,016.03	
10/1/19 -10/31/19	1-Nov-19	\$ 92,191.94	
11/1/19 - 11/30/19	1-Dec-19	\$ 943,343.37	
12/1/19 - 12/31/19	1-Jan-20	\$ 158,381.64	
1/1/20 - 1/31/20	1-Feb-20	\$ 131,050.47	
2/1/20 - 2/28/20	1-Mar-20	\$ 57,324.33	
		TOTAL	1,413,699.43

EXHIBIT 3 – MAINTENANCE AND SERVICE LEVEL AGREEMENT

I. Definition of Service Level Agreement

- A. A Service Level Agreement (SLA) is an agreement between the County and the Vendor to provide a service at a performance level that meets or exceeds the specified performance objective(s). The SLA lays out the metrics by which that service is measured, and the remedies or penalties, if the agreed-upon levels not be achieved. If the specified service levels are not met, then the contractor is required to issue specified credits.
- B. The Security Camera System and Associated Services contract has specific performance metrics, or Key Performance Indicators (KPIs) for services deemed sufficiently essential to the County operations, and the contractor must comply with those KPIs. For each KPI, the Vendor is required to meet the specified Acceptable Quality Levels (AQLs).

II. Service

Table 1 lists each KPI and the performance level requested by the County. Performance is aggregate-based, meaning that the performance is to be measured at the County hierarchy level (of the County's billing organization) over a one-calendar-month period.

Table 1- Service-Specific SLAs

Service	KPI	Performance Standards/AQL
Implementation & Installation	Fully functional security cameras, movement and surveillance Cameras, door control, intercom, and movement system	140 Business Days (Refer to Exhibit 4 - Implementation Schedule / Timeline)
<i>Maintenance:</i>		
Cameras	Operational and working units	100%
Door control	Operational and working	100%
Intercom	Operational and working	100%
Movement System	Operational and working	100%

III. Implementation & Installation Penalty

Vendor shall provide a detailed Implementation Plan and Schedule. The installation will include a user testing and acceptance provision for the County. Time is of the essence in providing a fully functional Security Camera System and Associated Services ("Services"),

and the Vendor is required to provide a fully functional system tested and accepted by the County. The County and Vendor has agreed upon the attached implementation schedule timeline. Failure to provide this service may incur a daily penalty of \$250.00 until fully functional.

IV. System Problems, Outages, and Other Deficiencies

The Services are unavailable during any period of time that there is a Service Outage, or other service-affecting Problem or Deficiency. Upon the County's or the County-authorized Agent's request, Vendor will issue credits for each Service Outage, Problem, or Deficiency. Vendor shall pay the County the total amount of credit due within thirty (30) days from the month Deficiencies occurred under the Agreement.

Reporting of all System problems, outages and other Deficiencies shall be handled through Vendor's Technical Support Center, which shall be accessible online, toll-free telephone, fax number, and email. Vendor shall provide for 24 hours per day, 7 days per week on-call technical support staff to support the County or the County Designee in resolving System Outages, Problems, and other Deficiencies. The County will assign one of the following "Severity Levels." Vendor must respond to and resolve these in accordance with the timeframes listed in Table 2 – Severity Levels and Credits, following the determination and/or notification of the Problem, Outage or other Deficiency.

Table 2 - Severity Levels and Credits

Comment [BB1]:

Severity Level	Severity Level Description	Duration of Service Outage	Credits
Priority Level One	<p>CRITICAL (Includes but not limited to):</p> <ul style="list-style-type: none"> • 25% or more cameras are out of service • 25% or more door controls are out of service • Intercom is non-operational • Movement system is non-operational • Entire system failure <p>Response time, technician on site, and completion of repairs and Deficiency resolution to the County's satisfaction is made within 4 hours of initial notification of the County or the County's Agent by Vendor, or from the County's or the County Agent's initial service request to Vendor.</p>	≤ 8 hours	No Credit
		Between 8 hours and 12 hours	\$50 per hour that component of ITS is deficient
		Between 12 hours and 24 hours	\$75 per hour that component of ITS is deficient
		> 24 hours	\$100 per hour that component of ITS is deficient
Priority Level Two	<p>SEVERE (Includes but not limited to):</p> <ul style="list-style-type: none"> • 10% to 24% of cameras are out of service • 10% to 24% of door controls are out of service • Intercom is intermittently non-operational • Movement system is intermittently non-operational <p>Response time, completion of repairs, and Deficiency resolution to the County's satisfaction is made within <u>24</u> hours of initial notification of the County or the County's Agent by Vendor, or from the County's or the County</p>	≤ 16 hours	No Credit
		> 16 hours	\$75 per hour that component of ITS is deficient

	Agent's initial service request to Vendor.		
Priority Level Three	MINOR (Includes but not limited to): <ul style="list-style-type: none"> • Less than 10% of cameras are out of service. • Less than 10% of door controls are out of service Response time, completion of repairs, and Deficiency resolution to the County's satisfaction is made within <u>2</u> business days of initial notification of the County or the County's Agent by Vendor, or from the County's or the County Agent's initial service request to Vendor.	≤ 72 Hours	No Credit
		> 72 Hours	\$50 per day that component of ITS is deficient
Priority Level Four	COSMETIC (Includes but not limited to): A camera(s) or any of its(their) associated hardware is damaged, but is still capable of functioning Response time, completion of repairs or replacement of damaged phones, and Deficiency resolution to the County's satisfaction is made within <u>10</u> business days of initial notification of the County or the County's Agent by Vendor, or from the County's or the County Agent's initial service request to Vendor.	≤ 10 days	No Credit
		> 10 days	\$50 per day that camera(s) is/are deficient or damaged cameras are not replaced

V. Chronic Trouble

A Chronic Trouble (Chronic) defined as a Services problem or deficiency which has experienced 3 separate trouble tickets opened against it for Availability and Functionality, by the County or the County - authorized Agent, or Vendor, for the same Priority level over a rolling 30-day period. A Chronic's rolling 30-day counter is considered "reset" upon a period of 30 days free of same/similar trouble.

Table 3 – Chronic Trouble Credits

Severity Level	Consecutive Months' Occurrence	Credits
Priority Level One	3	10% of Monthly Maintenance Recurring Charge
	6	20% of Monthly Maintenance Recurring Charge
	>6	Replacement of the Services in its entirety or its individual components, including network access and cabling & wiring. Option to open contract for discussion, up to and including cancellation of contract without penalty
Priority Levels Two and Three	3	5% of Monthly Maintenance Recurring Charge
	6	10% of Monthly Maintenance Recurring Charge
	9	20% of Monthly Maintenance Recurring Charge
	>9	Replacement of the Services in its entirety or its individual components, including network access, and cabling & wiring. Option to open contract for discussion, up to and including cancellation of contract without penalty
Priority Level Four	N/A	N/A

VI. Replacement

Vendor shall be responsible for the replacement of the Services in its entirety or its individual components including network access and cabling & wiring, as necessary to maintain operability, regardless of cause including, but not limited to, normal wear/use, inmate abuse, natural disaster, or inmate unrest. System or component replacement will be performed at no cost to the County and will occur immediately upon notification to the Vendor of the system problem by the County or the County's Agent when Deficiency is not resolved to the County's satisfaction after reasonable timeframes specified above.

SIGNATURE John D. Pegan
PRINT NAME John D Pegan
TITLE President
DATE 7/11/19

EXHIBIT 4 – IMPLEMENTATION SCHEDULE / TIMELINE

I. Project Timeline

07/23/19

- Contract
- Notice to Proceed

7/23/19 – 9/2/19

- Engineering
 - Field Investigation
 - Obtain Existing System Documentation
 - Verify existing device locations and functionality
 - System Design
 - Create new Floor plans based on existing and new device locations
 - Create System Diagrams for Intercom, CCTV and Door Controls
 - Develop Device schedules to show desired features for each device
 - Develop Project Schedule with Customer

9/3/19 - 10/3/19

- Submittals
 - Submittal Package
 - Compile all design documentation and product data into a single document for review by customer
 - Submittal Review
 - Review and approve all design plans, schedules, software theory of operation, and proposed materials for agreement by all parties.

9/20/19 - 11/25/19

- Fabrication and Development
 - Procurement
 - Purchase all materials and software for use on the project
 - Shop Assembly
 - Build any new controls back panels in the shop prior to installation.
 - Software Development
 - Complete PLC Programming
 - Complete Touchscreen HMI screen development and programming
 - Complete CCTV Configuration and integrations
 - Factory Test
 - Test complete system in ISC shop with customer to verify functionality
 - Correct any issues found prior to installation

11/19/19 - 11/25/19

- Training
 - Transport system components to Humboldt County for training of staff

11/26/19 - 1/21/20

- Installation
 - N325 Servers, Head End

- ✓ Install new video Monitors and Computer
- S356A Electrical Closet
 - ✓ Install New Intercom Rack in Temporary Location
 - ✓ Remove Existing PLC IO Modules
 - ✓ Install New PLC IO Modules
 - ✓ Remove existing Intercom Relay Boards
 - ✓ Connect Intercoms to new Harding ICBs
 - ✓ Perform associated Camera Upgrades and Connect Cat6 Cabling to new Network Switch
 - ✓ Install Intercom Rack in Permanent location
- SC1.1, NC1.6 Electrical Closets
 - ✓ Install any Network Switches or extenders necessary to support new cameras
- Central Control, N325
 - Install New Intercom Rack in Permanent Location
 - Remove Existing PLC IO Modules
 - Install New PLC IO Modules
 - Remove existing Intercom Relay Boards
 - Connect Intercoms to new Harding ICBs
 - Perform associated Camera Upgrades and Connect Cat6 Cabling to new Network Switch

1/22/20 – 2/4/20

- Project Close Out
 - O&Ms, As-Builts
 - Provide Electronic and paper copies of all As-Built drawings, product data and instructional manuals.
 - Training
 - Provide training to maintenance personnel on the operation of the system and diagnostic and troubleshooting tools

II. Project Timeline for New Building

Upon notification by County to the Vendor, implementation shall commence immediately and implementation timeline will be 60-90 days from notification.