

VILLAGE OF DOWNERS GROVE
Report for the Village

SUBJECT:	10/5/2021	SUBMITTED BY:
Purchase of Automated License Plate Reader Camera System		Shanon Gillette Chief of Police

SYNOPSIS

A motion is requested to approve a two-year agreement with Minuteman Security Technologies to purchase an Automated License Plate Reader Camera System for a total cost of \$226,684.53.

STRATEGIC PLAN ALIGNMENT

The goals for 2021-2023 include *Exceptional Municipal Services*.

FISCAL IMPACT

The FY21 Asset Forfeiture Fund includes sufficient funding for this purchase.

RECOMMENDATION

Approval on the October 12, 2021 active agenda.

BACKGROUND

This contract will allow for the purchase, installation and operation of a fixed-location Automated License Plate Reader (ALPR) system to be at 18 key entrances to the Village. ALPR cameras read the license plates of all vehicles that enter the community. The system alerts the police when the reader detects a reported stolen vehicle entering the Village. This allows police to respond to the area where the stolen vehicle was last detected and to nearby areas where crimes may be committed. The police response is designed to reduce the likelihood of a crime being committed and to apprehend the driver of the stolen vehicle. A fixed-location Automated License Plate Reader system may also provide leads to aid in the follow-up investigation of violent crimes should they occur in the Village.

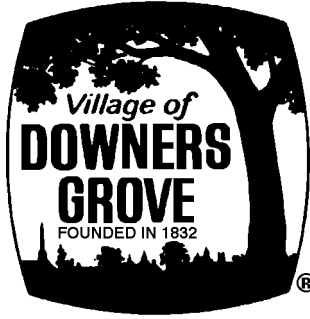
The police department currently operates a limited, mobile automated license plate recognition system primarily utilized for parking enforcement. The Village conducted a competitive selection process to expand our use of this technology to include fixed-location license plate readers. Minuteman Security Technologies, Inc. is the Village's current provider of mobile ALPR technology for parking enforcement and staff is satisfied with the services provided.

The two-year agreement includes product installation, maintenance and warranty services, including equipment repair, replacement, and required cellular service, and has a total cost of \$226,684. The year one total is \$215,971, which includes hardware, installation, software & firmware, an annual camera connection fee, and system maintenance. The year two total is \$10,712, which only includes the annual camera connection fee and system maintenance.

ATTACHMENTS

Agreement

Village of Downers Grove

**® REQUEST FOR PROPOSAL**

Name of Proposing Company: Minuteman Security Technologies

Project Name: Automated License Plate Reader Camera Program

Proposal No.: RFP-6252021-0-2021/jd

Proposal Due: 11:00am Monday, July 19, 2021

Pre-Proposal Conference: N/A

Required of All Proposers:

Deposit: No

Letter of Capability of Acquiring Performance Bond: No

Required of Awarded Contractor:

Performance Bond/Letter of Credit: No

Certificate of Insurance: Yes

Legal Advertisement Published: June 25, 2021

Date Issued: June 25, 2021

This document consists of 30 pages.

Return **original** and **two duplicate copies** of proposal in a **sealed envelope** marked with the Proposal Number as noted above to:

JOSHUA K. DAUSENER
MANAGEMENT FELLOW
VILLAGE OF DOWNERS GROVE
801 BURLINGTON AVENUE
DOWNERS GROVE, IL 60515
PHONE: 630-434-5490

www.downers.us

Village of Downers Grove

The VILLAGE OF DOWNERS GROVE will receive proposals Monday thru Friday, 8:00 A.M. to 5:00 P.M. at the Village Hall, 801 Burlington Avenue, Downers Grove, IL 60515.

SPECIFICATIONS MUST BE MET AT THE TIME THE PROPOSAL IS DUE.

The Village Council reserves the right to accept or reject any and all Proposals, to waive technicalities and to accept or reject any item of any Proposal.

The documents constituting component parts of this contract are the following:

- I. REQUEST FOR PROPOSALS
- II. TERMS & CONDITIONS
- III. DETAILED SPECIFICATIONS
- IV. PROPOSER'S RESPONSE TO RFP
- V. PROPOSAL/CONTRACT FORM

DO NOT DETACH ANY PORTION OF THIS DOCUMENT. INVALIDATION COULD RESULT. Proposers MUST submit an original, and 2 additional paper copies of the total Proposal. Upon formal award of the Proposal, the successful Proposer will receive a copy of the executed contract.

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I. REQUEST FOR PROPOSALS**1. GENERAL**

- 1.1 Notice is hereby given that the Village of Downers Grove will receive sealed Proposals up to THE TIME AND DATE SET FORTH ON THE COVER PAGE OF THIS REQUEST FOR PROPOSALS.
- 1.2 Proposals must be received at the Village of Downers Grove by the time and date specified. Proposals received after the specified time and date will not be accepted and will be returned unopened to the Proposer.
- 1.3 Proposal forms shall be sent to the Village of Downers Grove, ATTN: _____, in a sealed envelope marked "SEALED PROPOSAL". The envelope shall be marked with the name of the project, date, and time set for receipt of Proposals.
- 1.4 All Proposals must be submitted on the forms supplied by the Village and signed by a proper official of the company submitting the Proposal. Telephone, email and fax proposals will not be accepted.
- 1.5 By submitting this Proposal, the Proposer certifies under penalty of perjury that they have not acted in collusion with any other Proposer or potential Proposer.

2. PREPARATION OF PROPOSAL

- 2.1 It is the responsibility of the Proposer to carefully examine the specifications and proposal documents and to be familiar with all of the requirements, stipulations, provisions, and conditions surrounding the proposed services.
- 2.2 No oral or telephone interpretations of specifications shall be binding upon the Village. All requests for interpretations or clarifications shall be made in writing and received by the Village at least five (5) business days prior to the date set for receipt of Proposals. All changes or interpretations of the specifications shall be made by the Village in a written addendum to the Village's proposers of record.
- 2.3 In case of error in the extension of prices in the Proposal, the hourly rate or unit price will govern. In case of discrepancy in the price between the written and numerical amounts, the written amount will govern.
- 2.4 All costs incurred in the preparation, submission, and/or presentation of any Proposal including any Proposer's travel or personal expenses shall be the sole responsibility of the Proposer and will not be reimbursed by the Village.
- 2.5 The Proposer hereby affirms and states that the prices quoted herein constitute the total cost to the Village for all work involved in the respective items and that this cost also includes all insurance, bonds, royalties, transportation charges, use of all tools and equipment, superintendence, overhead expense, all profits and all other work, services and conditions necessarily involved in the work to be done and materials to be furnished in accordance with

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the requirements of the Contract Documents considered severally and collectively.

3. PRE- PROPOSAL CONFERENCE

3.1 A pre-proposal conference may be offered to provide additional information, inspection or review of current facilities or equipment, and to provide an open forum for questions from Proposers. This pre-proposal conference is not mandatory (unless stated "Required" on the cover of this document), but attendance by Proposers is strongly advised as this will be the last opportunity to ask questions concerning the Proposal.

3.2 Questions may be posed in writing to the Village (faxed and emailed questions are acceptable), but must be received by the Village prior to the scheduled time for the pre-proposal conference. Questions received will be considered at the conference. An addendum may be issued as a result of the pre-proposal conference. Such an addendum is subject to the provisions for issuance of an addendum as set forth in Section 2.2 above.

4. MODIFICATION OR WITHDRAWAL OF PROPOSALS

4.1 A Proposal that is in the possession of the Village may be altered by a letter bearing the signature or name of the person authorized for submitting a Proposal, provided that it is received prior to the time and date set for the Proposal opening. Telephone, email or verbal alterations of a Proposal will not be accepted.

4.2 A Proposal that is in the possession of the Village may be withdrawn by the Proposer, up to the time set for the Proposal opening, by a letter bearing the signature or name of the person authorized for submitting Proposals. Proposals may not be withdrawn after the Proposal opening and shall remain valid for a period of ninety (90) days from the date set for the Proposal opening, unless otherwise specified.

5. SECURITY FOR PERFORMANCE

5.1 The awarded contractor, within thirteen (13) calendar days after acceptance of the Proposer's Proposal by the Village, shall furnish security for performance acceptable to the Village when required under the documents. Such security shall be either a satisfactory performance bond (bonding company must be licensed to do business in Illinois) or a letter of credit on the form provided by the Village and available from the Village's Purchasing Manager. Any bond shall include a provision as will guarantee faithful performance of the Illinois Prevailing Wage Act, 820 ILCS 130/1 et seq. **NOTE: As evidence of capability to provide such security for performance, each Proposer shall submit with the Proposal either a letter executed by its surety company indicating the Proposer's performance bonding capability, or a letter from a bank or savings and loan within twenty-five miles of the corporate boundaries of the Village indicating its willingness and intent to provide a letter of credit for the Proposer.**

6. DELIVERY

6.1 All proposal prices are to be quoted, delivered F.O.B. Village of Downers Grove, 801 Burlington, Downers Grove, IL 60515.

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7. TAX EXEMPTION

- 7.1 The Village is exempt from Illinois sales or use tax for direct purchases of materials and supplies. A copy of the Illinois Sales Tax Exemption Form will be issued upon request. The Village's federal identification will also be provided to selected vendor.

8. RESERVED RIGHTS

- 8.1 The Village reserves the exclusive right to waive sections, technicalities, irregularities and informalities and to accept or reject any and all Proposals and to disapprove of any and all subcontractors as may be in the best interest of the Village. Time and date requirements for receipt of Proposals will not be waived.

II. TERMS AND CONDITIONS**9. VILLAGE ORDINANCES**

- 9.1 The successful Proposer will strictly comply with all ordinances of the Village of Downers Grove and laws of the State of Illinois.

10. USE OF VILLAGE'S NAME

- 10.1 The Proposer is specifically denied the right of using in any form or medium the name of the Village for public advertising unless express permission is granted by the Village.

11. SPECIAL HANDLING

- 11.1 Prior to delivery of any product which is caustic, corrosive, flammable or dangerous to handle, the Proposer will provide written directions as to methods of handling such products, as well as the antidote or neutralizing material required for its first aid before delivery. Proposer shall also notify the Village and provide material safety data sheets for all substances used in connection with this Contract which are defined as toxic under the Illinois Toxic Substances Disclosure to Employees Act.

12. INDEMNITY AND HOLD HARMLESS AGREEMENT

- 12.1 To the fullest extent permitted by law, the Proposer shall indemnify, keep and save harmless the Village and its agents, officers, and employees, against all injuries, deaths, losses, damages, claims, suits, liabilities, judgments, costs and expenses, which may arise directly or indirectly from any negligence or from the reckless or willful misconduct of the Proposer, its employees, or its subcontractors, and the Proposer shall at its own expense, appear, defend and pay all charges of attorneys and all costs and other expenses arising therefrom or incurred in connection therewith, and, if any judgment shall be rendered against the Village in any such action, the Proposer shall, at its own expense, satisfy and discharge the same. This agreement shall not be construed as requiring the Proposer to indemnify the Village for its own negligence. The Proposer shall indemnify, keep and save harmless the Village only where a loss was caused by the negligent, willful or reckless acts or omissions of the Proposer, its employees, or its subcontractors.

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13. NONDISCRIMINATION

13.1 Proposer shall, as a party to a public contract:

- (a) Refrain from unlawful discrimination in employment and undertake affirmative action to assure equality of employment opportunity and eliminate the effects of past discrimination;
- (b) By submission of this Proposal, the Proposer certifies that it is an "equal opportunity employer" as defined by Section 2000(e) of Chapter 21, Title 42, U.S. Code Annotated and Executive Orders #11246 and #11375, which are incorporated herein by reference. The Equal Opportunity clause, Section 6.1 of the Rules and Regulations of the Department of Human Rights of the State of Illinois, is a material part of any contract awarded on the basis of this Proposal.

13.2 It is unlawful to discriminate on the basis of race, color, religion, sex, marital status, national origin or ancestry, age, physical or mental disability unrelated to ability, military status, order of protection status, sexual orientation, sexual identity, or an unfavorable discharge from military service. Proposer shall comply with standards set forth in Title VII of the Civil Rights Act of 1964, 42 U.S.C. Sec. 2000 et seq., The Human Rights Act of the State of Illinois, 775 ILCS 5/1-101 et. seq., and The Americans With Disabilities Act, 42 U.S.C. Sec. 12101 et. seq.

14. SEXUAL HARASSMENT POLICY

14.1 The Proposer, as a party to a public contract, shall have a written sexual harassment policy that:

- 14.1.1 Notes the illegality of sexual harassment;
- 14.1.2 Sets forth the State law definition of sexual harassment;
- 14.1.3 Describes sexual harassment utilizing examples;
- 14.1.4 Describes the Proposer's internal complaint process including penalties;
- 14.1.5 Describes the legal recourse, investigative and complaint process available through the Illinois Department of Human Rights and the Human Rights Commission and how to contact these entities; and
- 14.1.6 Describes the protection against retaliation afforded under the Illinois Human Rights Act.

15. EQUAL EMPLOYMENT OPPORTUNITY

15.1 In the event of the Proposer's non-compliance with the provisions of this Equal Employment Opportunity Clause, the Illinois Human Rights Act or the Rules and Regulations of the Illinois Department of Human Rights ("Department"), the Proposer may be declared ineligible for future contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations, and the contract may be canceled or voided in whole or in part, and such other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulation. During the performance of this Contract, the Proposer agrees as follows:

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- 15.1.1 That it will not discriminate against any employee or applicant for employment because of race, color, religion, sex, marital status, national origin or ancestry, age, physical or mental disability unrelated to ability, military status, order of protection status, sexual orientation, sexual identity or an unfavorable discharge from military service; and further that it will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any such underutilization.
- 15.1.2 That, if it hires additional employees in order to perform this Contract or any portion thereof, it will determine the availability (in accordance with the Department's Rules and Regulations) of minorities and women in the area(s) from which it may reasonably recruit and it will hire for each job classification for which employees are hired in such a way that minorities and women are not underutilized.
- 15.1.3 That, in all solicitations or advertisements for employees placed by it or on its behalf, it will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, marital status, national origin or ancestry, age, physical or mental disability unrelated to ability, military status, order of protection status, sexual orientation, or an unfavorable discharge from military services.
- 15.1.4 That it will send to each labor organization or representative of workers with which it has or is bound by a collective bargaining or other agreement or understanding, a notice advising such labor organization or representative of the Proposer's obligations under the Illinois Human Rights Act and the Department's Rules and Regulations. If any such labor organization or representative fails or refuses to cooperate with the Proposer in its efforts to comply with such Act and Rules and Regulations, the Proposer will promptly so notify the Department and the contracting agency and will recruit employees from other sources when necessary to fulfill its obligations thereunder.
- 15.1.5 That it will submit reports as required by the Department's Rules and Regulations, furnish all relevant information as may from time to time be requested by the Department or the contracting agency, and in all respects comply with the Illinois Human Rights Act and the Department's Rules and Regulations.
- 15.1.6 That it will permit access to all relevant books, records, accounts and work sites by personnel of the contracting agency and the Department for purpose of investigation to ascertain compliance with the Illinois Human Rights Act and the Department's Rules and Regulations.
- 15.1.7 That it will include verbatim or by reference the provisions of this clause in every subcontract it awards under which any portion of the contract obligations are undertaken or assumed, so that such provisions will be binding upon such

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subcontractor. In the same manner as with other provisions of this Contract, the Proposer will be liable for compliance with applicable provisions of this clause by such subcontractors; and further it will promptly notify the contracting agency and the Department in the event any subcontractor fails or refuses to comply therewith. In addition, the Proposer will not utilize any subcontractor declared by the Illinois Human Rights Commission to be ineligible for contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations.

16. DRUG FREE WORK PLACE

Proposer, as a party to a public contract, certifies and agrees that it will provide a drug free workplace by:

- 16.1 Publishing a statement: (1) Notifying employees that the unlawful manufacture, distribution, dispensation, possession or use of a controlled substance, including cannabis, is prohibited in the Village's or Proposer's workplace. (2) Specifying the actions that will be taken against employees for violations of such prohibition. (3) Notifying the employee that, as a condition of employment on such contract or grant, the employee will: (A) abide by the terms of the statement; and (B) notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five (5) days after such conviction.
- 16.2 Establishing a drug free awareness program to inform employees about: (1) the dangers of drug abuse in the workplace; (2) the Village's or Proposer's policy of maintaining a drug free workplace; (3) any available drug counseling, rehabilitation and employee assistance programs; (4) the penalties that may be imposed upon employees for drug violations.
- 16.3 Providing a copy of the statement required above to each employee engaged in the performance of the contract or grant and to post the statement in a prominent place in the workplace.
- 16.4 Notifying the contracting or granting agency within ten (10) days after receiving notice of any criminal drug statute conviction for a violation occurring in the workplace from an employee or otherwise receiving actual notice of such conviction.
- 16.5 Imposing a sanction on, or requiring the satisfactory participation in a drug abuse assistance or rehabilitation program by, any employee who is so convicted as required by section 5 of the Drug Free Workplace Act.
- 16.6 Assisting employees in selecting a course of action in the event drug counseling, treatment and rehabilitation is required and indicating that a trained referral team is in place.
- 16.7 Making a good faith effort to continue to maintain a drug free workplace through implementation of the Drug Free Workplace Act.

17. PATRIOT ACT COMPLIANCE

- 17.1 The Proposer represents and warrants to the Village that neither it nor any of its principals,

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shareholders, members, partners, or affiliates, as applicable, is a person or entity named as a Specially Designated National and Blocked Person (as defined in Presidential Executive Order 13224) and that it is not acting, directly or indirectly, for or on behalf of a Specially Designated National and Blocked Person. The Proposer further represents and warrants to the Village that the Proposer and its principals, shareholders, members, partners, or affiliates, as applicable are not, directly or indirectly, engaged in, and are not facilitating, the transactions contemplated by this Contract on behalf of any person or entity named as a Specially Designated National and Blocked Person. The Proposer hereby agrees to defend, indemnify and hold harmless the Village, and its elected or appointed officers, employees, agents, representatives, engineers and attorneys, from and against any and all claims, damages, losses, risks, liabilities and expenses (including reasonable attorney's fees and costs) arising from or related to any breach of the foregoing representations and warranties.

18. INSURANCE REQUIREMENTS

- 18.1 Prior to starting the work, Contractor and any Subcontractors shall procure, maintain and pay for such insurance as will protect against claims for bodily injury or death, or for damage to property, including loss of use, which may arise out of operations by the Contractor or Subcontractor or any Sub-Sub Contractor or by anyone employed by any of them, or by anyone for whose acts any of them may be liable. Such insurance shall not be less than the greater of coverages and limits of liability specified below or any coverages and limits of liability specified in the Contract Documents or coverages and limits required by law unless otherwise agreed to by the Village.

Workers Compensation	\$500,000	Statutory
Employers Liability	\$1,000,000	Each Accident
	\$1,000,000	Disease Policy Limit
	\$1,000,000	Disease Each Employee
Comprehensive General Liability	\$2,000,000	Each Occurrence
	\$2,000,000	Aggregate
		<i>(Applicable on a Per Project Basis)</i>
Commercial Automobile Liability	\$1,000,000	Each Accident
Professional Errors & Omissions	\$2,000,000	Each Claim
(pursuant to section .9 below)	\$2,000,000	Annual Aggregate
Umbrella Liability	\$ 5,000,000	

- 18.2 Commercial General Liability Insurance required under this paragraph shall be written on an

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- occurrence form and shall include coverage for Products/Completed Operations, Personal Injury with Employment Exclusion (if any) deleted, Blanket XCU and Blanket Contractual Liability insurance applicable to defense and indemnity obligations and other contractual indemnity assumed under the Contract Documents. The limit must be on a “Per Project Basis”.
- 18.3 Comprehensive Automobile Liability Insurance required under this paragraph shall include coverage for all owned, hired and non-owned automobiles.
- 18.4 Workers Compensation coverage shall include a waiver of subrogation against the Village.
- 18.5 Comprehensive General Liability, Employers Liability and Commercial Automobile Liability Insurance may be arranged under single policies for full minimum limits required, **or** by a combination of underlying policies with the balance provided by Umbrella and/or Excess Liability policies.
- 18.6 Contractor and all Subcontractors shall have their respective Comprehensive General Liability (including products/completed operations coverage), Employers Liability, Commercial Automobile Liability, and Umbrella/Excess Liability policies endorsed to add the “Village of Downers Grove, its officers, officials, employees and volunteers” as “additional insureds” with respect to liability arising out of operations performed; claims for bodily injury or death brought against the Village by any Contractor or Subcontractor employees, or the employees of Subcontractor’s subcontractors of any tier, however caused, related to the performance of operations under the Contract Documents. Such insurance afforded to the Village shall be endorsed to provide that the insurance provided under each policy shall be ***Primary and Non-Contributory***.
- 18.7 Contractor and all Subcontractors shall maintain in effect all insurance coverages required by the Contract Documents at their sole expense and with insurance carriers licensed to do business in the State of Illinois and having a current A. M. Best rating of no less than A- VIII. In the event that the Contractor or any Subcontractor fails to procure or maintain any insurance required by the Contract Documents, the Village may, at its option, purchase such coverage and deduct the cost thereof from any monies due to the Contractor or Subcontractor, or withhold funds in an amount sufficient to protect the Village, or terminate this Contract pursuant to its terms.
- 18.8 All insurance policies shall contain a provision that coverages and limits afforded hereunder shall not be canceled, materially changed, non-renewed or restrictive modifications added, without thirty (30) days prior written notice to the Village. Renewal certificates shall be provided to the Village not less than five (5) days prior to the expiration date of any of the required policies. All Certificates of Insurance shall be in a form acceptable to Village and shall provide satisfactory evidence of compliance with all insurance requirements. The Village shall not be obligated to review such certificates or other evidence of insurance, or to advise Contractor or Subcontractor of any deficiencies in such documents, and receipt thereof shall not relieve the Contractor or Subcontractor from, nor be deemed a waiver of the

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right to enforce the terms of the obligations hereunder. The Village shall have the right to examine any policy required and evidenced on the Certificate of Insurance.

- 18.9 Only in the event that the Work under the Contract Documents includes design, consultation, or any other professional services, Contractor or the Subcontractor shall procure, maintain, and pay for Professional Errors and Omissions insurance with limits of not less than \$2,000,000 per claim and \$2,000,000 annual aggregate. If such insurance is written on a claim made basis, the retrospective date shall be prior to the start of the Work under the Contract Documents. Contractor and all Subcontractors agree to maintain such coverage for three (3) years after final acceptance of the Project by the Village or such longer period as the Contract Documents may require. Renewal policies during this period shall maintain the same retroactive date.
- 18.10 Any deductibles or self-insured retentions shall be the sole responsibility of the Insured. At the option of the Village, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the Village, its officers, officials, employees and volunteers; or the Proposer shall procure a bond guaranteeing payment of losses and related investigations, claim administration and defense expenses.

19. COPYRIGHT/PATENT INFRINGEMENT

- 19.1 The Proposer agrees to indemnify, defend, and hold harmless the Village against any suit, claim, or proceeding brought against the Village for alleged use of any equipment, systems, or services provided by the Proposer that constitutes a misuse of any proprietary or trade secret information or an infringement of any patent or copyright.

20. COMPLIANCE WITH OSHA STANDARDS

- 20.1 Equipment supplied to the Village must comply with all requirements and standards as specified by the Occupational Safety and Health Act. All guards and protectors as well as appropriate markings will be in place before delivery. Items not meeting any OSHA specifications will be refused.

21. CERCLA INDEMNIFICATION

- 21.1 In the event this is a contract that has environment aspects, the Proposer shall, to the maximum extent permitted by law, indemnify, defend, and hold harmless the Village, its officers, employees, agents, and attorneys from and against any and all liability, including without limitation, costs of response, removal, remediation, investigation, property damage, personal injury, damage to natural resources, health assessments, health settlements, attorneys' fees, and other related transaction costs arising under the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) of 1980, 42 U.S.C.A. Sec. 9601, *et seq.*, as amended, and all other applicable statutes, regulations, ordinances, and under common law for any release or threatened release of the waste material collected by the Proposer, both before and after its disposal.

22. CAMPAIGN DISCLOSURE

- 22.1 Any contractor, proposer, bidder or vendor who responds by submitting a bid or proposal to

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the Village of Downers Grove shall be required to submit with its submission, an executed Campaign Disclosure Certificate, attached hereto.

- 22.2 The Campaign Disclosure Certificate is required pursuant to the Village of Downers Grove Council Policy on Ethical Standards and is applicable to those campaign contributions made to any member of the Village Council.
- 22.3 Said Campaign Disclosure Certificate requires any individual or entity bidding to disclose campaign contributions, as defined in Section 9-1.4 of the Election Code (10 ILCS 5/9-1.4), made to current members of the Village Council within the five (5) year period preceding the date of the bid or proposal release.
- 22.4 By signing the bid or proposal documents, contractor/proposer/bidder/vendor agrees to refrain from making any campaign contributions as defined in Section 9-1.4 of the Election Code (10 ILCS 5/9-1.4) to any Village Council member and any challengers seeking to serve as a member of the Downers Grove Village Council.

23. SUBLETTING OF CONTRACT

- 23.1 No contract awarded by the Village shall be assigned or any part subcontracted without the written consent of the Village Manager. In no case shall such consent relieve the Contractor from their obligation or change the terms of the contract.

All approved subcontracts shall contain language which incorporates the terms and conditions of this Contract.

24. TERM OF CONTRACT

- 24.1 This Contract may be extended no more than twice for subsequent annual periods (two annual extensions) by mutual agreement of both parties, providing such agreement complies with Village purchasing policies and the availability of funds. However, if this Contract is not one that is subject to extension, such information will be available in the detailed specifications or special conditions section.

25. TERMINATION OF CONTRACT

- 25.1 The Village reserves the right to terminate the whole or any part of this Contract, upon written notice to the Contractor, for any reason and/or in the event that sufficient funds to complete the Contract are not appropriated by the Village.
- 25.2 The Village further reserves the right to terminate the whole or any part of this Contract, upon written notice to the Contractor, in the event of default by the Contractor. Default is defined as failure of the Contractor to perform any of the provisions of this Contract or failure to make sufficient progress so as to endanger performance of this Contract in accordance with its terms. In the event that the Contractor fails to cure the default upon notice, and the Village declares default and termination, the Village may procure, upon such terms and in such manner as the Village may deem appropriate, supplies or services similar to those so terminated. The Contractor shall be liable for any excess costs for such similar

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supplies or services unless acceptable evidence is submitted to the Village that failure to perform the Contract was due to causes beyond the control and without the fault or negligence of the Contractor. Any such excess costs incurred by the Village may be set-off against any monies due and owing by the Village to the Contractor.

26. BILLING & PAYMENT PROCEDURES

- 26.1 Payment will be made upon receipt of an invoice referencing Village purchase order number. Once an invoice and receipt of materials or service have been verified, the invoice will be processed for payment in accordance with the Village payment schedule. The Village will comply with the Local Government Prompt Payment Act, 50 ILCS 505/1 et seq., in that any bill approved for payment must be paid or the payment issued to the Proposer within 60 days of receipt of a proper bill or invoice. If payment is not issued to the Proposer within this 60 day period, an interest penalty of 1.0% of any amount approved and unpaid shall be added for each month or fraction thereof after the end of this 60 day period, until final payment is made.
- 26.2 The Village shall review in a timely manner each bill or invoice after its receipt. If the Village determines that the bill or invoice contains a defect making it unable to process the payment request, the Village shall notify the Contractor requesting payment as soon as possible after discovering the defect pursuant to rules promulgated under 50 ILCS 505/1 et seq. The notice shall identify the defect and any additional information necessary to correct the defect.
- 26.3 If this Contract is for work defined as a “fixed public work” project under the Illinois Prevailing Wage Act, 820 ILCS 130/2, any contractor or subcontractor is required to submit certified payroll records along with the invoice. No invoice shall be paid without said records.
- 26.4 Please send all invoices to the attention of Village of Downers Grove, Accounts Payable, 801 Burlington, Downers Grove, IL 60515.

27. RELATIONSHIP BETWEEN THE PROPOSER AND THE VILLAGE

- 27.1 The relationship between the Village and the Proposer is that of a buyer and seller of professional services and it is understood that the parties have not entered into any joint venture or partnership with the other.

28. STANDARD OF CARE

- 28.1. Services performed by Proposer under this Contract will be conducted in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing in the same locality under similar conditions. No other representations express or implied, and no warranty or guarantee is included or intended in this Contract, or in any report, opinions, and documents or otherwise.
- 29.2 If the Proposer fails to meet the foregoing standard, Proposer will perform at its own cost, and without reimbursement from the Village, the professional services necessary to correct

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errors and omissions caused by Proposer's failure to comply with the above standard and reported to Proposer within one (1) year from the completion of Proposer's services for the Project.

- 29.3 For Professional Service Agreements (i.e. Engineer, Consultant): Project site visits by Proposer during construction or equipment installation or the furnishing of Project representatives shall not make Proposer responsible for: (i) construction means, methods, techniques, sequences or procedures; (ii) for construction safety precautions or programs; or (iii) for any construction contractor(s') failure to perform its work in accordance with contract documents.

30. GOVERNING LAW

- 30.1 This Contract will be governed by and construed in accordance with the laws of the State of Illinois without regard for the conflict of laws provisions. Venue is proper only in the County of DuPage and the Northern District of Illinois.

31. SUCCESSORS AND ASSIGNS

- 31.1 The terms of this Contract will be binding upon and inure to the benefit of the parties and their respective successors and assigns; provided, however, that neither party will assign this Contract in whole or in part without the prior written approval of the other. The Proposer will provide a list of key staff, titles, responsibilities, and contact information to include all expected subcontractors.

32. WAIVER OF CONTRACT BREACH

- 32.1 The waiver by one party of any breach of this Contract or the failure of one party to enforce at any time, or for any period of time, any of the provisions hereof will be limited to the particular instance and will not operate or be deemed to waive any future breaches of this Contract and will not be construed to be a waiver of any provision except for the particular instance.

33. AMENDMENT

- 33.1 This Contract will not be subject to amendment unless made in writing and signed by all parties.

34. NOT TO EXCEED CONTRACT

- 34.1 The contract price is a "not-to-exceed" cost. At any time additional work is necessary or requested, and the not-to-exceed price is increased thereby, any change, addition or price increase must be agreed to in writing by all parties who have executed the initial contract.

35. SEVERABILITY OF INVALID PROVISIONS

- 35.1 If any provisions of this Contract are held to contravene or be invalid under the laws of any state, country or jurisdiction, contravention will not invalidate the entire Contract, but it will be construed as if not containing the invalid provision and the rights or obligations of the parties will be construed and enforced accordingly.

Village of Downers Grove

36. NOTICE

- 36.1 Any notice will be in writing and will be deemed to be effectively served when deposited in the mail with sufficient first class postage affixed, and addressed to the party at the party's place of business. Notices shall be addressed to the Village as follows:

**Village Manager
Village of Downers Grove
801 Burlington Ave.
Downers Grove, IL 60515**

And to the Proposer as designated in the Contract Form.

37. COOPERATION WITH FOIA COMPLIANCE

- 37.1 Contractor acknowledges that the Freedom of Information Act may apply to public records in possession of the Contractor or a subcontractor. Contractor and all of its subcontractors shall cooperate with the Village in its efforts to comply with the Freedom of Information Act. 5 ILCS 140/1 et seq.

Village of Downers Grove

III. DETAIL SPECIFICATIONS

The Village of Downers Grove is seeking proposals for a qualified vendor to provide a fixed and automated license plate recognition system, hereinafter referred to as “ALPR,” to include equipment and services.

Scope of Services/Scope of Work

- A. **GENERAL.** Upon the physical installation of the ALPR system, contractor shall meet with Village officials and provide a detailed written plan for rollout of the ALPR system, describing its deployment and end use. This plan shall, at a minimum, address and include any necessary training, testing, ongoing maintenance, and support needed to properly use the ALPR system.
- B. **COMPLETION DATE.** The project has an anticipated go live date of **December 1, 2021**.
- C. **BACKGROUND.** The Village’s police department is a municipal police agency that has 71 sworn members and is a nationally accredited law enforcement agency. Downers Grove, along with many other suburban agencies, are experiencing a rise in offenders coming from outside of their jurisdiction to commit crimes; oftentimes using stolen motor vehicles to commit these crimes. Research has shown that communities who have utilized Automated License Plate Recognition cameras have reduced criminal activity and solved more crimes. The Village of Downers Grove has numerous entrances and exits to the jurisdiction. Using technological advancements, like fixed ALPR, Downers Grove would be able to identify vehicles entering the Village.
- D. **EXISTING CONDITION.** The conditions at the locations listed within the Worksite Information section are typical of any busy roadway intersection, which includes heavy traffic, raised medians and stoplights.
- E. **OBJECTIVES.** The objective of the ALPR system is to alert the Police Department of vehicle license plates that are associated with a hotlist, as the vehicle passes the ALPR camera on the roadway.
 - a. The proposed system must be able to recognize characters on license plates, converting an optical capture image of the license plate to digital data and then running the recognized license plate against a “hotlist.”
 - i. This “hotlist” must be derived both from:
 - 1. LEADS and/or NCIC data; and
 - 2. The ALPR system’s own software; which will allow an end user to enter a vehicle license plate to be monitored within the ALPR system and then alerted on through the same ALPR system.
 - ii. Additional hotlist databases may be used to add greater value to system functionality. Vendor must disclose if there are additional costs for additional database access and use.

Village of Downers Grove

- b. The ALPR system must be capable of alerting police officers via their mobile data terminals inside the squad car, software, and text message or email.
- c. The ALPR system must integrate seamlessly, without issue, into the Village's current IT environment.

F. DELIVERABLES.

- a. The ALPR system needs to operate uninterrupted, twenty-four (24) hours a day, seven (7) days a week.
- b. The ALPR system must have the ability to alert on vehicles by checking captured license plates against "hot lists," so the police department can be alerted when vehicles are observed by an ALPR system camera.
 - i. "Hot list" information can come from a variety of sources, but must include stolen vehicle information from the National Insurance Crime Bureau and National Crime Information Center, as well as Amber Alerts and Department of Homeland Security Watch Lists.
 - ii. In addition, an agency "hot list" can be compiled to serve individual agency and investigation needs. This "hot list" may include license plate numbers of vehicles known to be operated by violent offenders, gang members, people with warrants, suspects of crimes, and targets of drug investigations.
- c. The ALPR system must allow normal and routine police work to continue on the desktop computer, laptop computer or mobile data terminal, while the ALPR system's software runs in the background.

G. MINIMUM SPECIFICATIONS.

- a. The selected vendor shall install cameras at the approximate locations listed herein under Worksite Information. These locations may change, depending on available budget, physical feasibility, costs, and priority at time of contract execution by Village staff. Any and all costs associated with the installation of the ALPR system equipment shall be included in the proposal.
- b. The proposal shall include the cost to install any necessary onsite system infrastructure for processing ALPR system data and storing hot lists, if applicable.
- c. The proposal shall include software that will provide analytical capability for police department investigators and other Village defined purposes. The software must be able to provide user-friendly, pre-defined reports, and the ability to export data and/or reports in a variety of formats, including EXCEL, WORD and PDF formats.
- d. The ALPR software shall be available for police department staff via an Internet browser. The software must be cloud based. Contractor will be responsible for ensuring reliable connectivity, software patches and maintaining communication connectivity between the ALPR system, the cloud database and the alerting function.
- e. All permitting and installation will be completed by the proposer and will include the time and cost of installation, as well as permitting, for all required ALPR system infrastructure, to include but not limited to the cameras, poles, electrical power, mounting brackets and all necessary components for external performance.
- f. All externally installed equipment must be National Electrical Manufacturer Association (NEMA) 4 rated, hardened, and have an Ingress Protection (IP) rating of

Village of Downers Grove

- IP66. Specifically, all cameras and externally installed associated equipment shall be fully operational regardless of weather, precipitation, daylighting or wind conditions, except for hurricane force winds.
- g. ALPR system wireless backhaul must be seller based.
 - h. Proposer must provide unlimited technical support, as well as software enhancements, for the life of the contract and any extensions thereto. Proposer shall describe in detail the service level support and meet the following requirements:
 - i. Proposer shall provide phone support, email support and have a trouble shooting ticketing system for follow up of support events.
 - ii. The Village requires a response time to the Village designee within eight (8) hours of notification. The system must be operational within twenty-four (24) to forty-eight (48) hours from receipt of email from the Village to resolve the issue. This includes 24 hours a day, 365 days a year.
 - i. The ALPR system will have the following minimum specifications:
 - i. Cameras must be able to cover a minimum of two lanes of traffic.
 - ii. Cameras must be able to handle at least 7,500 cars per day in traffic.
 - iii. Cameras can either be solar-powered or hard-wired for power. For solar powered devices, they must have sufficient solar capacity and backup power to continue to power the device for up to three (3) days during overcast or inclement weather.
 - j. Cameras must operate using 4G or higher mobile broadband. Ongoing mobile connection fees must be included in proposal.
 - k. Any recurring licensing and warranty fees needed for proper ALPR camera operation and monitoring must be included in the proposal, to include subsequent years after initial installation of the camera equipment and infrastructure, for the duration of the contract.
 - l. Vendor must be able to provide a mounting location if one is not currently available at the desired location. All installation costs must be included in the proposal as a line item for each camera being mounted to a fixed location.
 - m. Cloud storage must allow for the retaining of plate reads for at least 30 days.
 - n. Proposer must secure their own permissions and permits, if needed, from highway departments in DuPage County, the State of Illinois or any other jurisdiction.

Submission Requirements

Proposals shall include, at a minimum, the following information:

- A. Firm Overview. Provide an overview of the proposing firm including, but not limited to, the firm's legal name and corporate structure, location of headquarters, technical staff and field offices, number of years in business providing this type of product, material changes in ownership/status within the past five (5) years. If any portion of the contract is subcontracted, please outline those specifications here and indicate which team members are subcontractors.
- B. Experience. Provide a list of all your clients over the last five (5) years. The list should include the following: client name and years as a client.

Village of Downers Grove

- C. References. Provide three (3) current references from the last five (5) years, which include the following information: client name and contact information including phone number and email address, hardware and software version information, and length of time the product has been used.
- D. Project Approach and Methodology. Provide a detailed project plan which indicates how the proposer intends to successfully deploy the ALPR system. The project plan should document a logical technical approach to the project scope of work, which includes but is not limited to the following:
- a. Detailed information regarding major tasks, the work to be conducted in each task and the deliverables expected from each major task.
 - b. Identify the roles and responsibilities performed by the Proposer and those performed by the Village.
 - c. Describe the methodology to integrate data with other municipalities who are using the same ALPR system.
 - d. Provide a comprehensive training plan which explains how the proposer intends to train Village staff with respect to the software installation, operation and maintenance of the ALPR system.
 - e. Provide a comprehensive maintenance and support plan explaining how the proposer intends to support the Village during and after the ALPR system implementation, including backup and disaster recovery procedures.
- E. Timetable and Deliverables. Description of firm's understanding of the Scope of Services/Scope of Work, and general plan for providing all deliverables within the given Timetable. Any deviations from defined scope should be noted. Timetable should include:
- a. Project schedule based upon the anticipated go-live date of **December 1, 2021** indicating the key milestones and deliverables associated with this project.
 - b. Project schedule shall have, at a minimum, the following key milestones identified:
 - i. Bill of materials, including:
 1. System Component Name/Description/Brand
 2. Model Number and Quantity
 3. Install Location
 4. Unit Price
 5. Extended Price
 6. Equipment Manufacturer and Warranty Details
 - ii. ALPR system design plan
 - iii. Fixed camera location plan
 - iv. Approvals, to include permitting, for camera locations
 - v. Installation of camera poles, if applicable
 - vi. Solar power installation, if applicable
 - vii. Electrical power installation, if applicable
 - viii. Camera installation
 - ix. Testing of system
 - x. Training completed for police personnel

Village of Downers Grove

xi. System go-live

- c. Describe the appropriate risks, assumptions and considerations that could impact the scope and timeline for completing each milestone.
 - d. Identify the critical path and explain how this project will be completed by **December 1, 2021**.
 - e. Provide software integration diagrams, which include the cyber security aspects for the software to integrate with current Village programs.
- F. Contract Term and Fees.
- a. Include in the proposal a term for the initial contract.
 - b. Include a price quote, including but not limited to fees for initial installation, licensing, software, annual maintenance, etc.

Worksite Information

Proposed Camera Locations, with Map

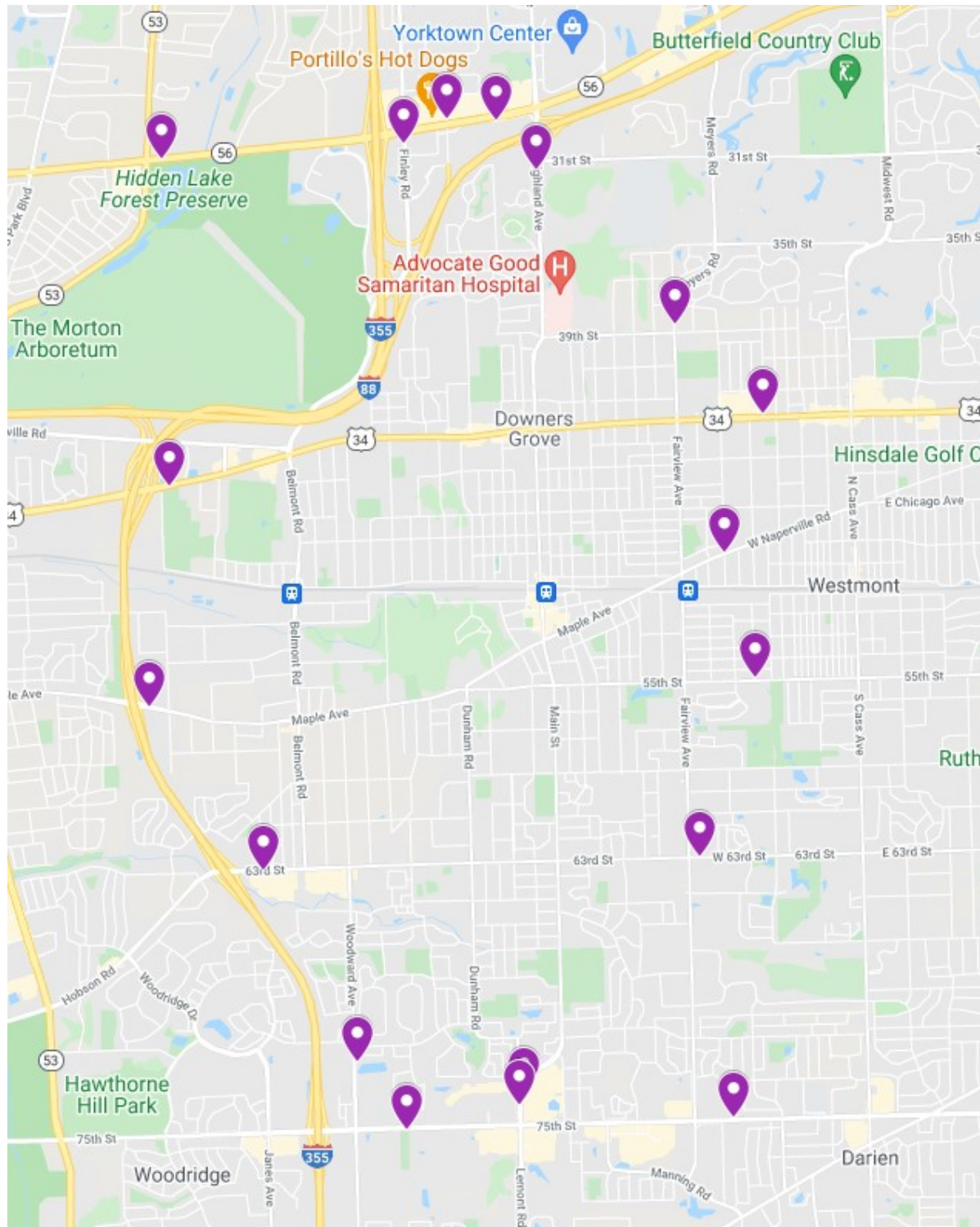
NOTE: All ALPR camera installation locations are approximate. Final locations will be determined in cooperation with the vendor, with final approval from Village staff. All installation locations should be within Village limits.

Location	Purpose
E/B Butterfield Rd, east of Route 53	Traffic entering the Village on the Route 53 corridor
S/B Finley Rd from Butterfield Rd	Traffic entering the Village from I-355 via the intersection of Butterfield and Finley
S/B Downers Drive, north of Butterfield Rd	Traffic leaving the Finley Square shopping center
S/B Highland Ave, south of 31st St	Traffic entering the Village from I-88 via the intersection of Highland Ave and 31 st St
1100 blk of Butterfield Frontage Rd	Traffic traveling in both lanes of the frontage road in the 1100 block
S/B Fairview Ave, north of 39th St	Traffic entering the Village from the Meyers Road corridor
W/B Ogden Ave at Williams St	Traffic entering the Village from the east via Ogden Ave

Village of Downers Grove

E/B Ogden Ave at Walnut Ave	Traffic entering the Village from I-355 via Ogden Ave
E/B Maple Ave, west of Walnut Ave	Traffic entering the Village from I-355 via Maple Ave
W/B 55 th St, east of Victor St	Traffic entering the Village from the east via 55 th St
W/B Maple Ave at Cunnor Rd	Traffic entering the Village from the east via Maple Ave
E/B 63rd St at Janes Ave	Traffic entering the Village from I-355 via 63rd St
W/B 63 rd St at Fairview Ave	Traffic entering the Village from the east via 63rd St
N/B Woodward Ave, north of Cambridge Rd	Traffic entering the Village via Woodward Ave
W/B 75th St at Gigi Ln	Traffic entering the Village from the east via 75th St
E/B 75th St near Devereux Rd	Traffic entering the Village from I-355 via 75th St
N/B Lemont Rd, south of Dunham Rd	Traffic entering the Village via Lemont Rd
S/B Lemont Rd, north of 75th St	Traffic exiting the area of the Downers Park Plaza and Grove Shopping Center

Village of Downers Grove



IV. PROPOSER'S RESPONSE TO RFP

(Proposer must insert response to RFP here. DO NOT insert a form contract, the RFP document including detail specs and Proposer's response will become the contract with the Village.)

Proposal for:

VILLAGE OF Downers Grove, IL
FIXED AUTOMATED LICENSE PLATE
READER (ALPR) TECHNOLOGY SYSTEM

RFP #6252021-0-2021/jd

DUE DATE: July 19, 2021 by 11:00am CST

Submitted by:

Shawn O'Connell

Business Development Manager

8200 W. 185th Street, Suite L

Tinley Park, IL 60487

Cell: 331-454-9656

soconnell@minutemanst.com





ADVANCED SECURITY & FIRE SYSTEMS
CARD ACCESS CONTROL SYSTEMS
VIDEO SURVEILLANCE SYSTEMS
LICENSE PLATE RECOGNITION SYSTEMS

July 19, 2021

Attn: Joshua K. Dausener
Management Fellow
Village of Downers Grove
801 Burlington Ave.
Downers Grove, IL 60515

**RE: REQUEST FOR PROPOSAL (RFP) FOR FIXED AUTOMATED LICENSE PLATE READER
(ALPR) TECHNOLOGY SYSTEM (RFP #625201-0-2021/jd)**

Dear Mr. Dausener;

Minuteman Security Technologies, Inc. (Minuteman) is pleased to submit its quote in response to the subject solicitation. As one of the largest privately-held top ranked security integration firms specializing in public safety and security in the U.S., Minuteman is uniquely qualified to offer the Village of Downers Grove a turnkey solutions pursuant of its needs. We use the most advanced security technology to solve everyday problems in an efficient and cost effective manner without sacrificing safety, compliance and features.

Minuteman provides service and maintenance support for hundreds of different types of hardware. Our service delivery model is centered on our philosophy of providing expert service to our clients. **Minuteman will provide the Village of Downers Grove with dedicated resources and support staff to support its short and long term needs.** We will enable the Village of Downers Grove by removing barriers to scalability.

To increase efficiencies in our offerings, **Minuteman's central region office is located in Tinley Park, IL equipped with fully staffed and certified Genetec technicians.** We have a national footprint that spans to five (5) regional office locations and nine (9) field support offices which are staffed with qualified, educated, certified and fully trained technical and administrative service professionals. We offer a Technical Support Hotline where services such as, accounting and management are fully supported remotely. Additionally, we employ a team of field engineers who perform annual inspections and provide on-site technical support, as well as routine maintenance services.

For this project, our **local Chicago office will manage, support and perform all installations, service and maintenance for the Village of Downers Grove's Security Systems** for this project. We have extensive experience working with all phases and stakeholders of installations of security systems and look forward to partnering with you to ensure the needs of the Village of Tinley Park are met with professionalism and responsiveness - **our team is committed and available to execute the work for this project.**

We understand your needs, and want to help you upgrade your systems with a no noise delivery experience. Please feel free to contact me at (331) 454-9656 or at soconnell@minutemanst.com should you have any questions or need further assistance.

Respectfully,

MINUTEMAN SECURITY TECHNOLOGIES, INC.

A handwritten signature in blue ink, appearing to read "S O'Connell", with a long horizontal flourish extending to the right.

Shawn O'Connell
Business Development Manager

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section

Executive Summary

SECTION 1

EXECUTIVE SUMMARY

COMPANY INFORMATION

[Firm Overview](#)

Minuteman Security Technologies, Inc. (Minuteman), headquartered in Andover, Massachusetts and founded in 1988, is a leading provider of enterprise security technology solutions. Our security systems are used by a wide range of organizations throughout the United States. Customers include law enforcement, energy companies, mass transit, large retail chains, academic institutions, public safety agencies, and community hospitals with regional offices from Maine to Arizona.

Minuteman Security Technologies is a privately-held, leading provider of enterprise security system technology solutions, including custom design, installation, development, and support services. We specialize in a diverse range of advanced security management systems for a broad range of enterprise clients. Our key offerings include video surveillance, access control systems, emergency communications, intrusion detection systems and public safety security solutions. As an industry-leading security systems integrator, we partner with the best-of-class manufacturers to design, install, and maintain complex security solutions for its customers.

Minuteman was ranked 38th in SDM magazine's annual ranking of the Top 100 Systems Integrators in 2017, climbing 15 positions from 53rd in 2016.

[Qualifications](#)

Minuteman has extensive experience in providing world-class electronic and physical security solutions, installations, upgrades and additions for our nation's critical assets, government facilities and corporations. We integrate customized services with single source efficiency, regardless of the size or complexity of a project. As a leading systems integrator within the security market, Minuteman's broad range of experience and solutions help customers think through and implement intelligent solutions in safety, security and communications necessary to identify and mitigate security risks.

We will meet all project requirements as a trusted business partner without sacrificing quality, features and security. Our turnkey services include, systems engineering, pre-assemble, as well as systems testing performed within our state-of-the-art labs. Additionally, our field operation services include installation, project management, routine maintenance and technical support where we guarantee total customer satisfaction. Our experience helps us to ask the right questions and offer alternate solutions to common issues. We integrate the immediate needs of our customers with the larger vision of the community.

Our support technician holds various State systems licenses, and also maintains security clearances as required in the locations we service. Members of our design and support team have specialized training backgrounds in security design consulting, IP networking, software development, AutoCAD design, computer design & assembly and electrical engineering. Our specialized domain expertise areas include, but are not limited to the following:

- ASIS® – ASIS (American Society of Industrial Security) PSP® (Physical Security Professional) certified security consultant.

SECTION 1

EXECUTIVE SUMMARY

- Microsoft® – Microsoft certified personnel hold credentials for maintenance of computer operating systems as well as system assembly and repair. Minuteman also employs SQL database software developers with over 30+ years' experience developing software.
- CISCO® – With Cisco Network Professional & Network Administrator certification, our network design and security specialists meet high standards in networking competency, service, support and customer satisfaction.
- Genetec® & Genetec AutoView® – With multiple levels of certifications and deployments all throughout the US, Minuteman has a long-term success record with Genetec video surveillance platforms.
- Lenel/S2® — Minuteman employs more certified Lenel OnGuard® technicians than any other VAR in the New England market. Minuteman's LENEL OnGuard® technical certifications range from Silver Certified, to Platinum at Master Certification, the highest LENEL OnGuard® certification available.
- Software House® – Minuteman employs dozens of Software House trained technical staff in multiple states throughout the US. Minuteman is one of less than 20 companies in the world to hold "Software House Enterprise Partner" level certification.
- Many more factory authorized dealer certifications are held by Minuteman technical support personnel, including; AMAG®, Axis®, Bosch®, DMP®, Geutebruck®, IndigoVision®, Milestone®, ONSSI®, Panasonic®, Samsung®, and Stentofone®.

Experience

Minuteman has deployed thousands of stationary and mobile video surveillance systems for various State and Local government agencies all of which contain unique features to ensure the success of every solution we resolve. We are solution developers and technicians intellectually qualified to engineer systems within a diverse range of advanced security management systems to enhance our customer's short and long-term security goals.

Our unified security management systems include, but are not limited to; Card Access Control, IP Video Surveillance Systems, Parking Gate Control Systems, Emergency Communications, Monitored Alarm Systems, Wireless Mobile Security Solutions and Counter Terror Technologies.

Additionally, our Software Product Development Division specializes in innovative, software centric security monitoring, and management solutions designed to protect critical infrastructure and mass transit assets. Our award winning TransitSentry®, Wireless IP Video Surveillance System, was developed to protect public transportation systems (Bus & LRV). Thus, we've serviced the following market verticals; Biotechnology, Corrections, Higher Education, Healthcare, High Technology, Law Enforcement, Public Utilities and Transportation.

Our professional staff includes; ASIS Board Certified Security Design Consultants, Network Engineers, Electrical Engineers, Software Engineers, IT Engineers and Project Managers. Our unique team has been the key element in supporting unprecedented growth while providing our clients with quality solutions at best value.

MAINTENANCE & SUPPORT

Minuteman has a national footprint where satellite offices are located throughout the entire United States. For this project, we proposed to deploy our seasoned, skilled and highly qualified team of expert enterprise security engineers and technicians to service the Village of Downers Grove. Our office located at **8200 W. 185th Street, Tinley Park, IL 60487** will support and service the Village of Downers Grove for the full duration of this contract.

Minuteman confirms its ability to respond to support and maintenance request for the Village upon request. We offer a robust and powerful online customer service portal that enables clients to view and manage their account. Minuteman's online support tool is fully integrated with our CRM, therefore the Village will have the ability to:

SECTION 1

EXECUTIVE SUMMARY

- 1) Request service
- 2) Monitor open ticketing status
- 3) View service history
- 4) View open invoices
- 5) Request for quotes
- 6) Conveniently connect directly to your dedicated assigned Account Manager.

Minuteman is qualified to coordinate and control the Village's primary project drivers; system functionality, budget, and schedule. With our successful service delivery model, we are confident we have the ability to thoroughly, yet quickly, define and refine its customer's needs.

DIFFERENTIATORS

With Minuteman designing and deploying a project of this nature, we will give the Village back peace of mind. We will perform a Frequency Analysis Test prior to installation of any wireless components, as well as assist or arrange any required FCC licensing. Additionally, Minuteman will commission the ALPR system and perform an Acceptance Test Plan that will include the number, accuracy of reads, and how they relate to physical car counts.

Minuteman professional technical staff includes onsite full-time; ASIS Board Certified Security design consultants, Network Engineers, Electrical Engineers, Software Engineers, in-house factory trained Technical Staff, factory Certified Project Managers, certified Project Managers, and manufacturing certified subject matter experts in every product we deploy.

section

2

Experience

SECTION 2

EXPERIENCE

TURNKEY SERVICES

Since 1988, Minuteman has built its enterprise security system infrastructure by enhancing the safety, security and well-being of communities around the world. We have deployed thousands of stationary and mobile video surveillance systems for various City, County, Government and State municipalities all of which contain unique features to ensure the success of every solution we resolve.

We are solution developers and technicians intellectually qualified to engineer systems within a diverse range of advanced security management systems to enhance our customer's short and long-term security goals. Our unified security management systems include, but are not limited to; Card Access Control, IP Video Surveillance Systems, Parking Gate Control Systems, Emergency Communications, Monitored Alarm Systems, Wireless Mobile Security Solutions and Counter Terror Technologies.

Minuteman's, turnkey services include at minimum, System Design Engineering, System Optimization, Final System Acceptance Plan, As-Built, Software Maintenance, Warranty Maintenance, and Call Center Support.

REFERENCES

Some recent LPR projects designed, installed and maintained projects by Minuteman are the following:

- City of Sugar Land, TX. Responded to an RFP to design a citywide wireless network for the purposes of their PH-I, 83-LPR cameras in 2013. Since the initial installation, we have installed another 25-LPR cameras with PH-II slated for the installation of an additional 250-LPR cameras for May 2020.
- City of Buffalo, NY. The city has 335-video surveillance cameras, 49-LPR cameras and 55-WiFi nodes on a citywide video surveillance platform. MST has been maintaining/supporting/designing the city of Buffalo for the past 5-years.
- Village of Tinley Park, IL. Responded to an RFP to design a citywide wireless network to install 100-LPR cameras over a 5-Year phased approach.

Our systems are successfully operating in a number of states such as Illinois, Iowa, Ohio, Pennsylvania, Texas, Missouri, New York, Georgia, Virginia, Colorado, Alabama, Indiana, and Washington among many others.

Local State of Illinois Customers:

1. University of Chicago Police Department: 5-cars, 27 Fixed LPR cameras/1,800 video cameras Q3 2019
2. Village of River Forest Police Department: 2-car, 1-Fixed w/more to follow
3. Village of Burbank, IL Police Department: 1-car, 10+ LPR cameras/20 video cameras-wireless

PROJECT PROFILE

CITYWIDE LICENSE PLATE RECOGNITION PROJECT

City of Sugar Land, TX Police Department



Project Highlight:

License Plate Recognition, Wireless Mesh Network, Video Surveillance, and Mobile Video/LPR Trailers

Start:

2014

Completion:

On-going

Contract Value:

Over \$1.6M

Project Reference:

Cory Becker
Crime Analyst
281-275-2698
cbecker@sugarlandtx.gov



Minuteman was awarded the contract to design a city wide wireless network to accommodate the installation of 100+ LPR cameras in this PH1 project creating ring around a section of the city. PH2 to include the addition of 250+ LPR cameras and 140 video cameras in 2019-2020.

- 20+ IP Cameras
- 100+ Genetec (LPR) License Plate Recognition Cameras
- 80+ Wi-Fi nodes
- Genetec Omnicast VMS/AutoVu
- 1-Video Wall
- Fluidmesh radios
- 3-Video/LPR mobile surveillance trailers

The ongoing design and support contract calls for Minuteman to design/build, and maintain the entire City's wireless security management platform remotely and onsite quarterly for hardware cleanings and repairs.



FLUIDMESH NETWORKS

PROJECT PROFILE

INTEGRATED SECURITY MANAGEMENT SYSTEM

City of Buffalo, NY Police Department



Project Highlight:

IP Video Surveillance System, Wireless Mesh Network, Wi-Fi, License Plate Recognition, and Gun Shot Detection

Start:

2013

Completion:

On-going

Contract Value:

Over \$2.7M

Project Reference:

Robert Dingwall
Camera System Admin.
716-854-3295
rdingwall@bpdny.org



Minuteman was awarded the contract for on-going maintenance, design and installation of the integrated security management system for the City of Buffalo, NY. Police Department. Buffalo is the second-largest city in the state of New York and the 81st-most populous city in the United States.

The ongoing design and support contract calls for Minuteman to design/build, and maintain the entire City's wireless security management platform 24 hours a day, 365 days a year.

- 280+ IP Cameras
- 50+ Genetec (LPR) License Plate Recognition Cameras
- 80+ Wi-Fi nodes
- ONSSI VMS
- 12 Video Monitors and 1-Video Wall
- Firetide, Cambium, Ubiquiti & Bridgewater radios
- (8) Police/Security Command & Control Stations

Genetec

AXIS
COMMUNICATIONS

OnSSI

UBIQUITI
NETWORKS

Cambium Networks

firetide

Panasonic

PROJECT PROFILE

SECURITY MANAGEMENT SYSTEM SUPPORT PROJECT

Metropolitan Boston Transit Authority (MBTA)



Project Highlight:

IP Video Surveillance System, Wireless Mesh Network, Wi-Fi, License Plate Recognition, and Gun Shot Detection

Start:

2011

Completion:

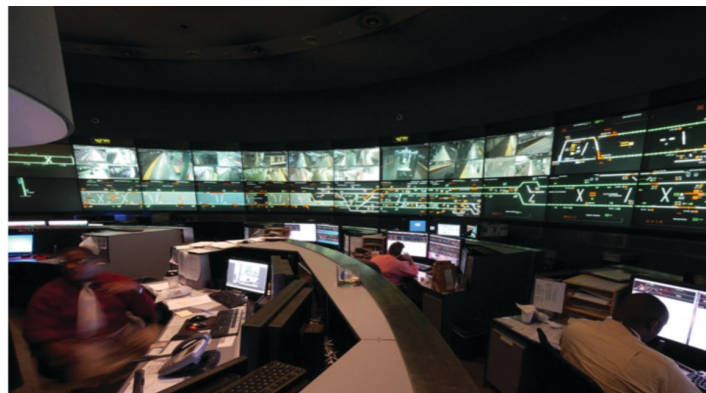
2013 (Maintenance ongoing)

Contract Value:

Over \$5M

Project Reference:

Randy Clark
Director Safety & Security
MASDOT
617-894-7969



Minuteman Security Technologies was awarded the \$5M service and maintenance contract for all of the MBTA's security management systems throughout the transit system. The contract requires Minuteman to handle all the day-to-day maintenance and assure the system is always 100% operational.

The coverage locations include over 175 station locations, as well as maintenance and depot facilities.

- 6000+ new IP Video cameras
- 1500+ Access control card readers
- 500+ IP network intercoms
- 1.5 Petabytes of video storage
- Redundant off-site recording with automatic failover



section

3

Statement of Work

SECTION 3

STATEMENT OF WORK

STATEMENT OF WORK

EDGE EQUIPMENT SELECTION AND INTEGRATION:

The system is ultimately only as good as the enclosure it's housed in. Many competitors use generic plastic Nema 3 enclosures for their outdoor systems. Often to house equipment that was designed to be indoors on a desk in an office. Nema 3 enclosures are ventilated and typically will provide a fan for cooling and sometimes even a heater. A fan is typically required because the devices used to power and provide network connections are not suited for extended temperature range operation (E.O.T; -40C to +80C). In addition, the components are exposed to moisture and the electrical contacts are prone to contact oxidation, both of which contribute to system failures. All edge equipment implemented by Minuteman is housed in a Nema4 enclosure. Nema4 is a rating given to an enclosure that has no ventilation.

The advantage to this is there's no chance of contamination by external moisture and a highly reduced chance of contact oxidation. Minuteman Security Technologies only uses hardened devices rated for the environment of which they are asked to perform which eliminates a need for a fan or heater. In addition, Minuteman uses no Velcro or duct tape! All devices are firmly attached to chassis of the enclosure with fasteners for added durability and reliability.

Minuteman enclosures are typically smaller than most of our competitors by design. This reduces our footprint on customer assets such as traffic poles, light poles and utility poles where mounting space is critical. Minuteman produces Rapid Deploy Units that can be Video, LPR or both. Rapid Deploy Units can be deployed quickly anywhere a power source and cellular coverage is available. Minuteman is experienced in custom fabrications to suit the most challenging applications.

SECTION 3

STATEMENT OF WORK

KNOWLEDGE AND EXPERIENCE:

Integration of public safety systems requires technical knowledge of the equipment being implemented to properly configure, deploy, align and commission it. Minuteman Security Technologies is certified by the manufacturers of the system critical equipment being implemented. In addition, Minuteman has a firm understanding of the principals and theories associated with the technologies being deployed as well as the logistic knowledge to get the job completed on schedule and on budget.

Minuteman Security Technologies knowledge and experience extends to our choices of equipment to deploy for your system. Camera specifications can only take you so far in selecting which camera is best for your application. Companies use proprietary technologies with names unique to them to describe features or functions of their products. In addition, history of reliability and performance is something that is exposed through experience with a product or company. Minuteman can help you navigate through the sea of all types of equipment available for your system and which pieces add the most value and performance.

Asking the right questions is what leads to a thorough understanding of what the end user expects from a system function and performance standpoint. It also leads to revealing infrastructure assets that the end user may not know they have available. Leveraging additional infrastructure assets such as municipally own structures, network aggregation points, traffic signals, etc., can improve system feasibility, performance and reliability. Minuteman also has experience dealing with public utilities, tower lease acquisition and FCC license filing.

Technical Services Available:

- License Link Path Coordination and License Application for 11GHz – 80GHz systems
- Spectrum Analysis
- Network Design
- LOS Site Survey
- RF Troubleshooting
- System Troubleshooting

SECTION 3

STATEMENT OF WORK

PROJECT COORDINATION

We believe in teamwork among owners, administration staff, the community, and the project team. Collaboration among dedicated professionals is the best guarantee of achieving success. Our commitment to communicating effectively and adapting to change ensures innovative solutions that improve efficiency, enhance quality, increase economic responses, and achieve the Village of Downers Grove short-term and long-term goals.

We will develop a forthright relationship with the Village of Downers Grove and all stakeholders, promising only those things that we can achieve and completing tasks properly and on time. In order to ensure timely implementation and customer satisfaction, we propose:

- Consistent project updates and status reports
- Weekly project and impact meetings
- Assign a single point of contact for the Village of Downers Grove personnel

We believe that communication is key to any program's success. We commit to keeping Village of Downers Grove personnel fully apprised of all project deliverables routinely.

PROJECT TEAM

We have assembled a team of experts for advanced technology in security systems that will provide superb work product and excellent customer service. Our team brings to the table a demonstrated skill in delivering innovative and concise engineering, integration and construction services. We make an effort to understand our client's goals and integrate them into the planning and design concept. We understand that providing cost effective solutions that work, expediting a timely project completion, and responsible maintenance and servicing are critical to the success of this project.

We believe in teamwork among owners, administration staff, the community, and the project team. Collaboration among dedicated professionals is the best guarantee of achieving success. Our commitment to communicating effectively and adapting to change ensures innovative solutions that improve efficiency, enhance quality, increase economic responses, and achieve the Village of Downers Grove's goals.

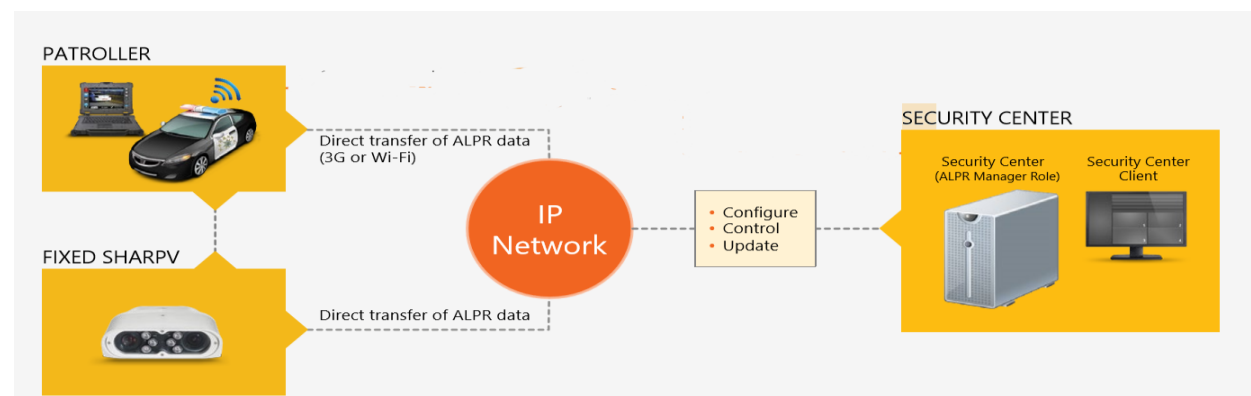
SECTION 3

STATEMENT OF WORK

GENERAL SYSTEM SPECIFICATIONS, COMPATIBILITY AND INTEGRATION

The proposed solution is to be a fixed ALPR system developed and supported offering all the ancillary technology and support elements necessary to meet the requirements outlined in this RFP.

Our proposed Genetec solution is a fully integrated system that seamlessly integrates Fixed and Mobile LPR under a single operating platform.



Database Features:

- **Database Scalability:** The database is scalable through the addition of disk storage space;
- **Maximum Number of Simultaneous Reads:** No practical limit; restricted only by server hardware and network bandwidth limitations;
- **Maximum Number of Simultaneous Writes:** No practical limit; restricted only by server hardware and network bandwidth limitations;

Figure 1: Server Hardware suggestion for up to 100 LPR cameras

- Intel Core i7-3829 equivalent processor better
- 16 GB of RAM (minimum 6 BG dedicated to SQL Server)
- Redundant Storage for data
- 64bit Windows OS
- Maximum of 20 simultaneous user connections

- **Recorded Data:** Time and date, plate photo, plate photo (infrared), contextual photo (color), event location, GPS coordinates, street address, camera ID, user ID, action taken, and type of event;

SECTION 3

STATEMENT OF WORK

- **Metadata:** Metadata can be added to entries and includes any information (make, model, color, VIN, etc.) found on a hotlist. In the event of an alert, a user can choose from a list of actions taken regarding the alert and enter a text note that will be associated with the plate capture;
- **Default Image Size:** The database resizes or compresses the image received from the capturing camera. The default image size is 110KB for SharpV
- **Format: Data** can be imported and exported based on the XML data standard.

The proposed solution easily integrates with the Village's existing computing infrastructure.

Minuteman has designed and deployed hundreds of systems using existing network infrastructure including hard wired, point to point wireless (i.e. Fluidmesh, Motorola, Cambium, Bridgewave, Firetide, Tsunami, Ubiquity, Exalt, Redline, and a host of others), as well as cellular point to point wireless networks. We work closely with local IT project stakeholders to ensure that adequate understanding of project scopes and implications of the extra resources that new equipment will demand. We are experts with Fluidmesh; in particular, having installed several successful installations including Endo's and Volo's in both Atlanta and Houston.

The proposed solution integrates with other police fixed and mobile technology (i.e. displaying fixed and mobile hotlist hits to MDCs and computer work stations in the police facility).

When enrolled in Genetec's Data Sharing platform, clients are able to receive, search, and reads or hits from any participating government agency.

- **Hotlists:** Users can create, import, and maintain hotlists;
- **Alerts:** The system provides alerts through pop-ups and e-mail/text. Alerts and categories of alerts are configurable by users and can be assigned a specific audible tone.

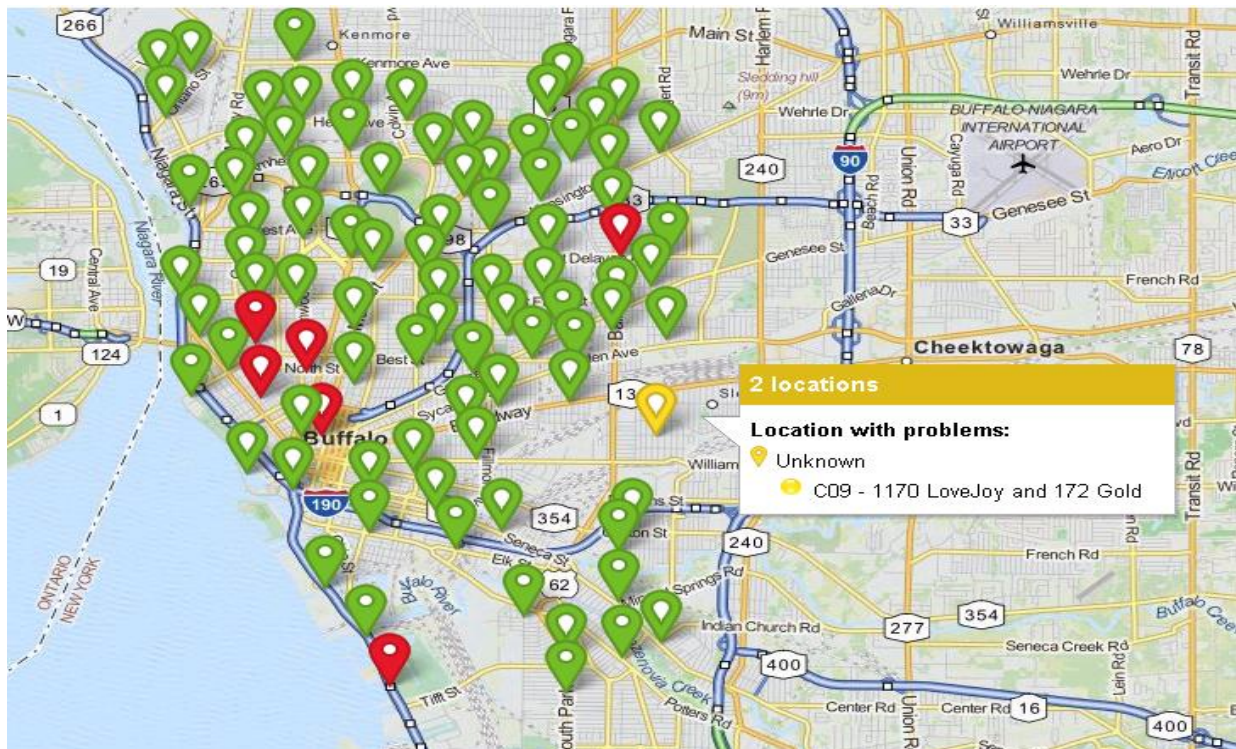
SECTION 3

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Below is an example of the City of Sugar Land, TX uptime report:

Source entity	Availability	Up-time	Expected down-time	Unexpected down-time	MTBF	MTRR
LPR 01 - East Amherst WEST at Berkshire	99.99 %	6 d 23 hr 58 min. 41 s...	0 d 0 hr 0 min. 0 sec.	0 d 0 hr 1 min. 14 sec.	167.9...	0.02 I
LPR 02 - East Amherst EAST at Berkshire	99.99 %	6 d 23 hr 58 min. 45 s...	0 d 0 hr 0 min. 0 sec.	0 d 0 hr 1 min. 9 sec.	83.99 hr	0.01 I
LPR 03 - Broadway East at Young	100.00 %	6 d 23 hr 59 min. 55 s...	0 d 0 hr 0 min. 0 sec.	0 d 0 hr 0 min. 0 sec.	0.00 hr	0.00 I
LPR 04 - Broadway West at Young	100.00 %	6 d 23 hr 59 min. 55 s...	0 d 0 hr 0 min. 0 sec.	0 d 0 hr 0 min. 0 sec.	0.00 hr	0.00 I
LPR 05 - Miller South i/s lane at Empire	100.00 %	6 d 23 hr 59 min. 55 s...	0 d 0 hr 0 min. 0 sec.	0 d 0 hr 0 min. 0 sec.	0.00 hr	0.00 I
LPR 06 - Miller South o/s lane at Empire	100.00 %	6 d 23 hr 59 min. 55 s...	0 d 0 hr 0 min. 0 sec.	0 d 0 hr 0 min. 0 sec.	0.00 hr	0.00 I
LPR 07 - Bailey South o/s lane at Broadway C_Dist	99.49 %	6 d 23 hr 8 min. 25 sec.	0 d 0 hr 0 min. 0 sec.	0 d 0 hr 51 min. 30 sec.	8.80 hr	0.05 I
LPR 08 - Bailey South i/s lane at Broadway C_Dist	99.29 %	6 d 22 hr 48 min. 9 sec.	0 d 0 hr 0 min. 0 sec.	0 d 0 hr 11 min. 46 sec.	13.90 hr	0.10 I
LPR 09 - Broadway West i/s lane at Bailey C_Dist	99.35 %	6 d 22 hr 53 min. 56 s...	0 d 0 hr 0 min. 0 sec.	0 d 1 hr 5 min. 58 sec.	16.69 hr	0.11 I
LPR 10 - Broadway West o/s lane at Bailey C_Dist	99.35 %	6 d 22 hr 54 min. 33 s...	0 d 0 hr 0 min. 0 sec.	0 d 1 hr 5 min. 22 sec.	9.27 hr	0.06 I
LPR 11 - Bailey North o/s lane at Broadway C_Dist	99.34 %	6 d 22 hr 53 min. 50 s...	0 d 0 hr 0 min. 0 sec.	0 d 1 hr 6 min. 5 sec.	13.91 hr	0.09 I
LPR 12 - Bailey North i/s lane at Broadway C_Dist	99.44 %	6 d 23 hr 3 min. 5 sec.	0 d 0 hr 0 min. 0 sec.	0 d 0 hr 56 min. 50 sec.	12.85 hr	0.07 I
LPR 13 - Broadway East i/s lane at Bailey C_Dist	99.34 %	6 d 22 hr 53 min. 15 s...	0 d 0 hr 0 min. 0 sec.	0 d 1 hr 6 min. 39 sec.	11.92 hr	0.08 I
LPR 14 - Broadway East o/s lane at Bailey	99.39 %	6 d 22 hr 58 min. 18 s...	0 d 0 hr 0 min. 0 sec.	0 d 1 hr 1 min. 37 sec.	10.44 hr	0.06 I
LPR 15 - Pullman West from Bailey	99.36 %	6 d 22 hr 55 min. 45 s...	0 d 0 hr 0 min. 0 sec.	0 d 1 hr 4 min. 10 sec.	16.69 hr	0.11 I
LPR 16 - Pullman East toward Bailey	99.35 %	6 d 22 hr 54 min. 9 sec.	0 d 0 hr 0 min. 0 sec.	0 d 1 hr 5 min. 45 sec.	11.13 hr	0.07 I
LPR 17 - Goodyear North o/s lane at Empire	99.97 %	6 d 23 hr 57 min. 15 s...	0 d 0 hr 0 min. 0 sec.	0 d 0 hr 2 min. 40 sec.	55.98 hr	0.01 I
LPR 18 - Goodyear North i/s lane at Empire	99.97 %	6 d 23 hr 57 min. 22 s...	0 d 0 hr 0 min. 0 sec.	0 d 0 hr 2 min. 32 sec.	55.99 hr	0.01 I
LPR 20 - Busti South o/s lane 866 Busti Ave	100.00 %	6 d 23 hr 59 min. 55 s...	0 d 0 hr 0 min. 0 sec.	0 d 0 hr 0 min. 0 sec.	0.00 hr	0.00 I
LPR 21 - Busti South i/s lane 866 Busti Ave	100.00 %	6 d 23 hr 59 min. 55 s...	0 d 0 hr 0 min. 0 sec.	0 d 0 hr 0 min. 0 sec.	0.00 hr	0.00 I
LPR 22 - Busti North i/s lane 866 Busti Ave	100.00 %	6 d 23 hr 59 min. 55 s...	0 d 0 hr 0 min. 0 sec.	0 d 0 hr 0 min. 0 sec.	0.00 hr	0.00 I
LPR 23 - Busti North o/s lane 866 Busti Ave	100.00 %	6 d 23 hr 59 min. 55 s...	0 d 0 hr 0 min. 0 sec.	0 d 0 hr 0 min. 0 sec.	0.00 hr	0.00 I

Buffalo Camera Network (Solar Winds)



SECTION 3

STATEMENT OF WORK

The Genetec system has operational tolerances that allow it to withstand and operate in the harsh environmental conditions experienced in the Chicago, IL area.

The Sharp V has an IP67 rated enclosure which allows for operation in extreme weather conditions and harsh environments. Operating Temperature: -40F - 140F (-45C - 65C) ambient, therefore, our proposed solution is in full compliance with this requirement.

SYSTEM SECURITY

The Genetec system meets all NCIC compliance standards.

The Genetec system supports NCIC, SOS & LEADS while also managing any and all Hotlist databases created internally, such as local Wanted, BOLO, Scofflaw information, and others.

The Genetec system allows for users to have independent logins with individually programmed permissions.

All users have unique independent logins credentials with system authentication. Permissions can be managed by groups or customized on a per user basis. If desired, there is an Active Directory module available to simplify user management and administration. Passwords can be configured to enforce a minimum set of characters, upper/lower case, numeric/specials, as well as expirations.

Screenshot of Permissions Matrix

Privileges	Description (Tooltip)
Application privileges	Application privileges grant access to the Security Center applications.
General privileges	General privileges grant access to the generic Security Center features.
View web pages	Allows the user to view the web pages associated to tile plugins in Security Desk.
Change own password	Allows the user to change their own password.
Print/export reports	Allows the user to print and save reports to files.
Remove entries from a report	Allows the user to remove selected entries from reports in Security Desk.
Report incidents	Allows the user to report incidents in Security Desk.
Modify reported incidents	Allows the user to modify incident reports and incident packages in Security Desk.
View charts	Allows the user to view charts.
Administrative privileges	Administrative privileges grant access to the configuration of Security Center entities using Config Tool.
Logical entities	Logical entities
View area properties	Allows the user to view area configurations.
Modify area properties	Allows the user to modify area configurations.
Add areas	Allows the user to add areas.
Delete areas	Allows the user to delete areas.
View layout properties	Allows the user to view layout configurations.
Modify layout properties	Allows the user to modify layout configurations.
Add layouts	Allows the user to add layouts.
Delete layouts	Allows the user to delete layouts.

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Security Features:

- Types of Database Access Protection: User ID and password, Microsoft Active Directory, AES encryption;
- User Roles and Access Levels: Privilege levels can be configured for each user, or in groups of users, to very specific levels of access and capabilities within the database;
- Records Management: Administrators cannot modify or delete records; however, all activities relating to a record (e.g., access requests) are logged and reported in the administrative tools of the software through the audit reports feature;

Example Audit Trails

Entity	Entity type	Description	Initiator	Initiator type	Initiator machine
1 Minute Test Rule	Overtime rule	Overtime rules were added. Old count: 1, new count: 2 New Overtime rule: <Overtime Hours="0000-0000" TimeLimit="1"> <Days>Always</Days> <GracePeriod>0</GracePeriod> </Overtime>	Dave	User	DCARSON-LT
1 Minute Test Rule	Overtime rule	Overtime rules were added. Old count: 0, new count: 1	Dave	User	DCARSON-LT
1 Minute Test Rule	Overtime rule	Value of Entity name changed from New overtime rule to 1 Minute Test Rule.	Dave	User	DCARSON-LT
1 Minute Test Rule	Overtime rule	Entity created: New overtime rule.	Dave	User	DCARSON-LT
1 Minute Test Rule	Overtime rule	1 Minute Test Rule is now a member of GENETEC.	Dave	User	DCARSON-LT
LPR ManagerCDS	Role	Permits: Item some berywn permit added.	Dave	User	DCARSON-LT
LPR ManagerCDS	Role	Permits: Item Barrington Lot4 added.	Dave	User	DCARSON-LT
LPR ManagerCDS	Role	Value of Geocoding changed from Off to On.	Dave	User	GENETEC
LPR ManagerCDS	Role	Value of Maps and data folder changed from None to C:\Program Files (x8...	Dave	User	GENETEC
LPR ManagerCDS	Role	Value of Hit image retention period changed from 90 day(s) to 720 day(s).	Dave	User	GENETEC
LPR ManagerCDS	Role	Value of Read image retention period changed from 90 day(s) to 720 day(s).	Dave	User	GENETEC
LPR ManagerCDS	Role	Value of Event retention period changed from 90 day(s) to 720 day(s).	Dave	User	GENETEC
LPR ManagerCDS	Role	Value of Read retention period changed from 90 day(s) to 720 day(s).	Dave	User	GENETEC
LPR ManagerCDS	Role	Value of Hit retention period changed from 90 day(s) to 720 day(s).	Dave	User	GENETEC
		Value of Message changed from Read plate number: #PLATE_READ# #PLA.. Plate read on: #READ_DATE_LOCAL# #READ_TIME_LOCAL# Matched plate number: #PLATE_READ_MATCHED# #PLATE_STATE_MATCHE.. Hotlist name: #HOTLIST_NAME# Hotlist priority: #HOTLIST_PRIORITY# Multiple hits indicator: #MULTIPLE_HITS_INDICATOR# Patroller name: #PATROLLER_NAME# User name: #USER_NAME# Location (decimal degrees): #LOCATION#[{dec} Location (dms): #LOCATION#[{dms} Address: #ADDRESS# Action taken: #ACTION_TAKEN# Hit accept reason: #HIT_ACCEPT_REASONS#{GroupKey/Field}			

The Genetec system is able store case investigation numbers to record ALPR data search entries.

Metadata can be added to entries and includes any information (i.e. Make, Model, Color, VIN, etc.) found on a Hotlist. In the event of an alert, a user can choose from a list of actions taken regarding the alert and enter a text note that will be associated with the plate capture. Please see screenshots below.


SECTION 3

STATEMENT OF WORK


Evidence Example

Print evidence

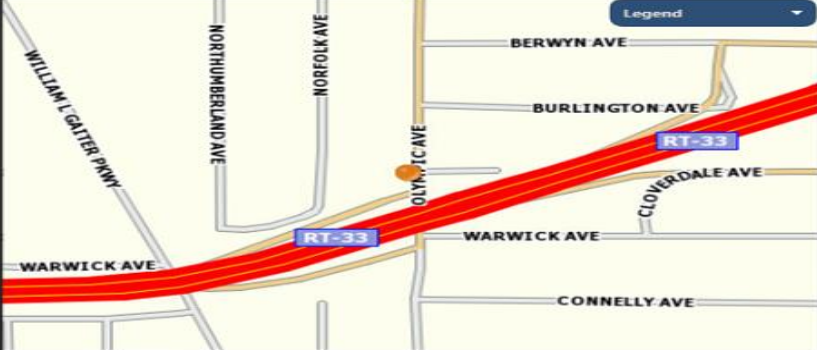
Context image



Hit type: **Hotlist**
 Category: **UUV E Dist**
 Patroller: **None**



HYM5842 Confirm



Cancel Print

During the last 3 days

Specific range

LPR units - Patrollers

WIN-NCVGTRK2LP

- Buffalo
- LPR 01 - East Amherst WEST at Berkshire
- LPR 02 - East Amherst EAST at Berkshire
- LPR 03 - Broadway East at Young
- LPR 04 - Broadway West at Young
- LPR 05 - Miller South 1/2 lane at Empire
- LPR 06 - Miller South 1/2 lane at Empire
- LPR 07 - Bailey South 1/2 lane at Broadway C
- LPR 08 - Bailey South 1/2 lane at Broadway C
- LPR 09 - Broadway West 1/2 lane at Bailey C
- LPR 10 - Broadway West 1/2 lane at Bailey C

Rule	Hit type	Reject reason	Accept reason	Plate road	Plate	Conte	Wheel	Address	Patroller	LPR unit	User	Event timestamp
UUV Ho...	Hotlist			HYM5...	HYM5842					LPR 38 - Olympic South at Cloverdale		4/1/2019 3:46:10 PM
Scofflaw	Hotlist	Duplicate		HTG9323	HTG9323			226 E...	P...	Parking Enforcement Left-Right		4/2/2019 9:09:31 AM
Homicid...	Hotlist			HEN10...	HEN1075					LPR 03 - Broadway East at Young		4/2/2019 9:44:5...
Homicid...	Hotlist			HEN1075	HEN1075					LPR 08 - Bailey South 1/2 lane at Broadway C_Dist		4/2/2019 9:46:37 AM
Homicid...	Hotlist			HEN1075	HEN1075					LPR 09 - Broadway West 1/2 lane at Bailey C_Dist		4/2/2019 9:50:17 AM
Homicid...	Hotlist			HEN1075	HEN1075					LPR 04 - Broadway West at Young		4/2/2019 9:51:53 AM

Report an incident

Title:

Category:


Description:

References:


Incident time: 04 / 01 / 2019 03 : 46 : 15 PM More >

Cancel Create

LPR 11 - Bailey North 1/2 lane at Broadway C_Dist

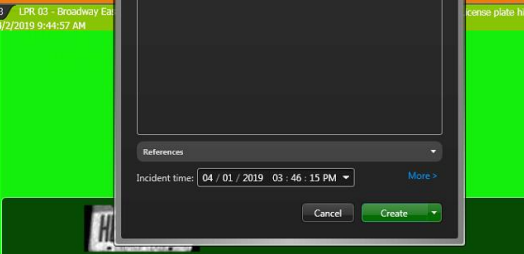


LPR 28 - Best St. West at Guilford




JAT9953, -, 4/4/2019 2:35:45 PM
Intel Unit / JAT9953

LPR 03 - Broadway East



LPR 38 - Olympic South at Cloverdale



HYM5842, -, 4/1/2019 3:46:10 PM
UUV Hotlist / HYM5842

SECTION 3

STATEMENT OF WORK

The Genetec system secures all data/evidence thereby meeting legal specifications established by the federal government and state of Illinois regarding rules of admissibility of evidence.

Several options of authentication are available, such as; Native Security Center authentication, Active Directory authentication, and ADFS active authentication (WS-Trust protocol). In addition, administrators can customize password policies to meet their needs as well as activate auto lock for client machines. Self-generated certificates can be replaced with a trusted Certificate Authority (CA) certificates if desired. If so configured, the system can meet CJIS certification requirements (dependent on local hosting environment) Archived data is stored in AES 128-bit encryption standard.

Data Presented in a Record: Plate photo, contextual photo, plate interpretation, time and date, location address, map of plate capture location, LPR unit name and number, type of event (e.g., plate capture, alert), alert category (e.g., stolen vehicle, AMBER Alert, wanted felon), a watermark indicating the plate capture has not been altered in the database, any metadata associated with a capture, reason for a "rejected" alert, and action taken for an "accepted" alert. Users can configure the display presentation;

System security and authorization settings are easily managed by a designated administrator without the need for additional programming.

There is a secondary administrative application (i.e. Configuration Tool) that is used to manage all Security Center users, and configure all Security Center entities such as areas, cameras, schedules, Patroller/LPR units, Servers and hardware devices.

SYSTEM PERFORMANCE

The Genetec system is protected from vibration, shock, humidity, dust, and water.

Sealing (Water/Dust Protection)

- IEC 60529: IP66/IP67

Vibration & Shock

- IEC 60068-2-64: 5~100Hz | 0.5 g rms
- IEC 60068-2-27: 10g | 16ms half-sine
- NEMA TS-2: 5~30 Hz | 0.5 g double-amplitude

The Genetec system is an easy to use, comprehensive, feature rich analytical program that allows for queries that facilitate crime solving and proactive crime prevention.

The system can run queries based on time, camera, region(s), partial or full plate, hit rules, actions taken. Data can be presented in tiles, various charts as well as exported for 3rd party applications or Excel.

SECTION 3 STATEMENT OF WORK

Hotlist Hit Statistics

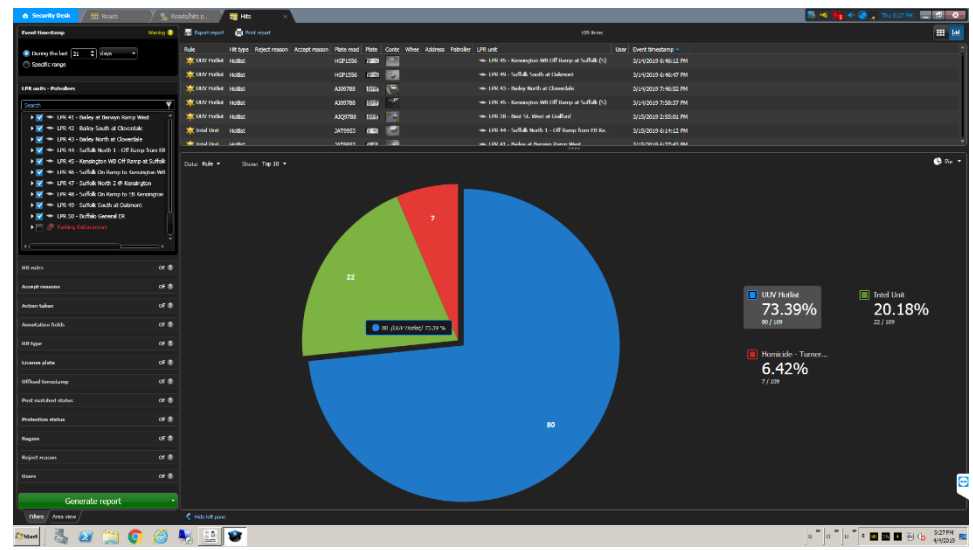
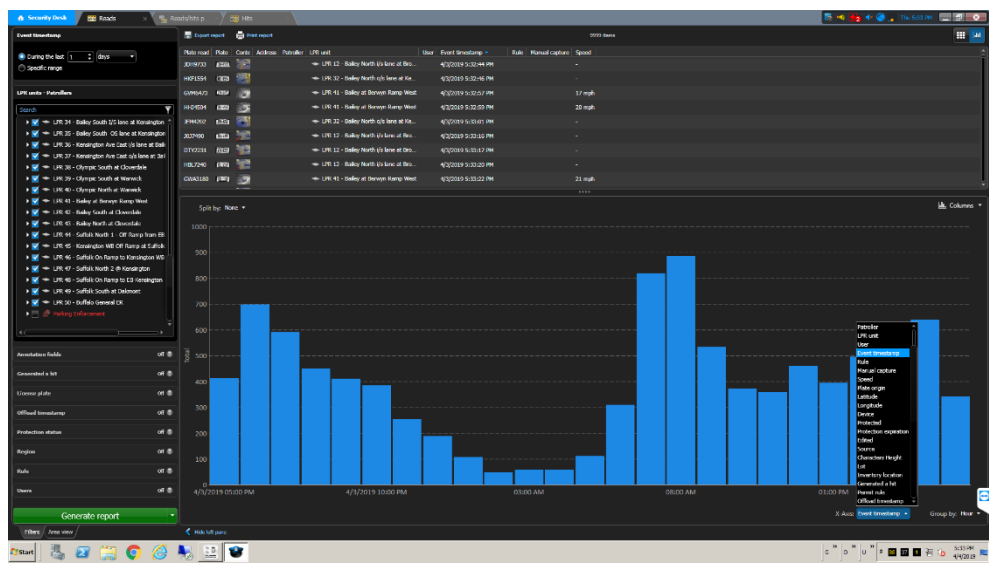


Plate Read Charts



SECTION 3

STATEMENT OF WORK

Multi-read Zone Report (Geo-Fence)

Plate read	Address	Patroller	LPR unit	User	Event timestamp	Rule	Manual capt.
37290CV	7837 DIVISION ST, RIVER FOREST, 60305	Unit 6	Unit 6 Left-Right		4/15/2017 1:30:20 PM		
37290CV	944 BONNIE BRAE PL, RIVER FOREST, 60	Unit 6	Unit 6 Left-Right		4/18/2017 7:49:06 AM		
37290CV	944 BONNIE BRAE PL, RIVER FOREST, 60	Unit 6	Unit 6 Left-Right		4/18/2017 8:04:29 AM		

Analytics Features:

- **Hotlists:** Users can create, import, and maintain hotlists;
- **Alerts:** Alerts pop up in the GUI. Users can configure types of hotlist alerts with specific colors and sounds. E-mail notifications can be sent to recipients assigned either to a particular hotlist or specific entries on the hotlist;
- **Data Presented in a Record:** Plate photo, contextual photo, plate interpretation, time and date, location address, map of plate capture location, LPR unit name and number, type of event (e.g., plate capture, alert), alert category (e.g., stolen vehicle, AMBER Alert, wanted felon), a watermark indicating the plate capture has not been altered in the database, any metadata associated with a capture, reason for a "rejected" alert, and action taken for an "accepted" alert. Users can configure the display presentation;
- **Information Displayed for Plate Captures:** Plate photo, contextual photo, LPN, time and date, location address, map of plate capture location, LPR unit name and number, type of event (e.g., plate capture, alert), alert category, (e.g., stolen vehicle, AMBER Alert, wanted felon), a watermark indicating the plate capture has not been altered in the database, and any metadata associated with an alert;
- **Number of Cameras Monitored Simultaneously:** Dependent on bandwidth and processing power of server hardware
- **Types of Reports:** Plate capture reports showing all plate captures matching search criteria, hit reports showing all alerts matching search criteria, reports showing statistical data on plate captures and alerts over a period of time, route playback reports showing a map of all areas through which a mobile LPR vehicle traveled, and reports showing log ins per mobile unit.

SECTION 3

STATEMENT OF WORK

The Genetec system will utilize an IL hosted LPR server restricted to use by law enforcement agencies.

Minuteman Security Technologies has a Hosted Regional Server that has a dedicated certified shared data server platform managed on Microsoft's azure cloud that includes City of Chicago plate reads, among many others. Genetec is also able to export LPR data to third party systems including; Vigilant, IBM, Conduent Inrix and many others.

The Genetec system allows for the sharing of ALPR data amongst other local law enforcement agencies.

With our certified Data Sharing platform, the Village of Downers Grove will be able to receive/search reads or hits from any participating government agency.

The Genetec system uses a common national database of license plates for both mobile and fixed ALPR.

The system can process the NCIC, SOS and ISP extracts. Once configured no end user interaction is necessary. In addition to the state wide/nationwide databases it is very easy to create/maintain local hotlists.

The Genetec system allows for the easy output of data in multiple formats (i.e. lists, maps, etc.).

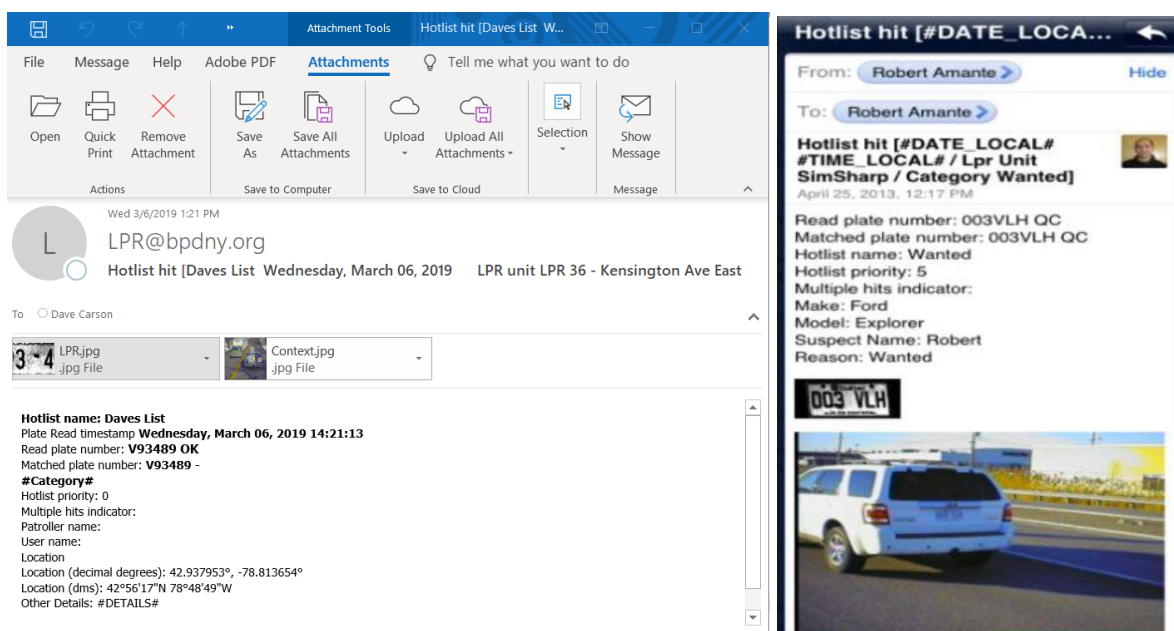
Minuteman's proposed solution is in compliance with this requirement. Reports can be generated in Excel or PDF format. LPR data can also be exported to 3rd parties via XML.

The Genetec system allows for specific alerts to be routed to specific users (i.e. detectives) and specific devices (i.e. detective's mobile devices or tablets).

User Roles and Access Privilege levels can be configured for each user, or in groups of users, to very specific levels of access and capabilities within the database sending E-mail and Text notifications to recipients assigned either to a particular hotlist or specific entries on the hotlist. Example, stolen vehicle information might go to the traffic team and BOLO information might go to detectives. The system is completely configurable for these actions.

SECTION 3

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Genetec SharpV is a dual lensed camera equipped with a high-resolution HD ALPR and HD context color camera. The SharpV covers a wide field-of-view and provides high-quality images and video, day or night. Additionally, the color overview camera can be used as a video surveillance camera while capturing images of vehicles.

AutoVu™ SharpV

- Easily portable from vehicle-to-vehicle
- On-board video compression and analytics
- Plate capture up to differential speeds of 140 MPH (225 km/h)
- All-in-one solution with limited wiring required



SECTION 3

STATEMENT OF WORK

The Genetec systems allows for notification to the communications center and/or investigations work station when a hotlist hit is registered on either mobile or fixed ALPR.

The hit notifications can be populated on a local client machine situated in the communications center and/or investigations from a Mobile or Fixed camera.

Genetec's mobile ALPR has the ability to concurrently read a minimum of 4 different license plates moving in different directions, at different speeds, in each camera's field of view, as well as the ability to read parked vehicles on either side of the patrol vehicle.

Minuteman would welcome a head-to-head test with any camera manufacturer on the market today to test performance against the proposed Sharp cameras. These cameras are able to read license plates in two to three lanes to the left of the vehicle and two lanes to the right of the vehicle while also capturing 45 & 90 degree parked vehicles virtually any speed.

The screenshot displays the Genetec ALPR software interface. At the top, there are tabs for 'Security Desk', 'SOS Hits Re...', 'Leads Hit Re...', and 'Reads Per Day'. Below the tabs, there are options for 'Event timestamp', 'Time range mode' (Relative/Absolute), and 'During the last' (13 days). A table shows the results of a query, with the following data:

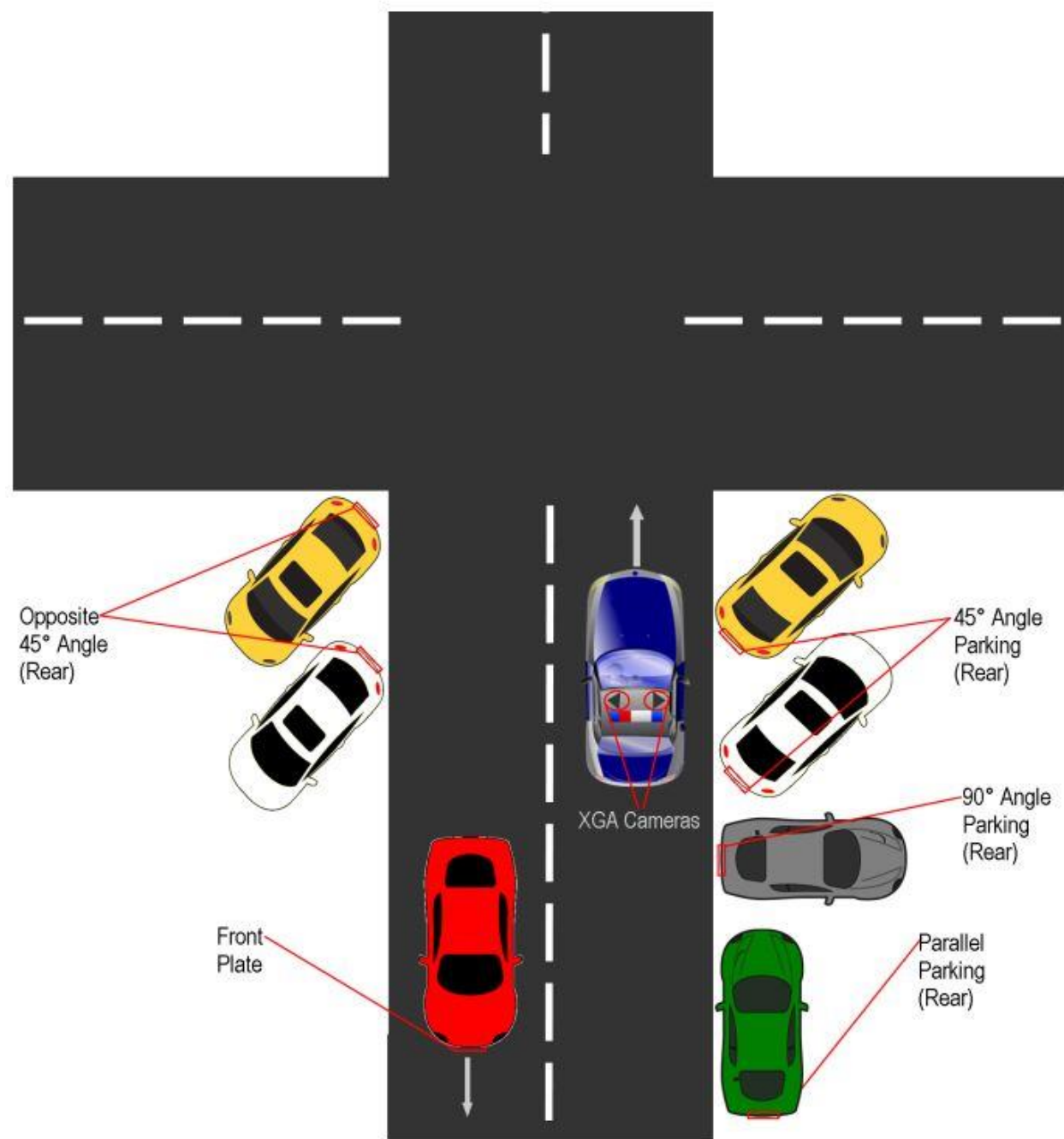
Plate read	Plate image	Context image	Address	Patroller	Unit	User	Event timestamp	Rule	Manual capture
S302351			940 W ELDORADC	Unit 1	Unit 1 Right		2/25/2014 12:16:35 PM		
82169Y			954 W ELDORADC	Unit 1	Unit 1 Left		2/25/2014 12:16:37 PM		

Below the table, there is a video feed showing a car with a license plate that has been identified as S302351. The text 'Using the XGA cameras will allow for both height and width from 4' to 30' at any speed. The driver is insured to grab very high and low displayed license plates.' is overlaid on the video. Below the video, the license plate number 'S302351' and the address '940 W ELDORADO ST' are displayed. The interface also includes a sidebar with 'LPR units - Patrollers' and a list of 'Annotation fields' (License plate, Offload timestamp, Region, Rule, Users) which are currently turned off. A 'Generate report' button is visible at the bottom left of the main window.

SECTION 3

STATEMENT OF WORK

Two XGA ALPR Camera System



SECTION 3

STATEMENT OF WORK

Fixed ALPR has the ability to support an in vehicle alerting system for patrol vehicles with or without installed mobile ALPR equipment.

Client software can be loaded onto patrol vehicle laptop for in vehicle alerts of fixed ALPR reads.

The Genetec system has the ability to support special hot lists managed by the Village.

Hotlists: Users can create, import, and maintain their own hotlists.

The Genetec system has the ability to automatically distribute and manage hotlists, and update software via wireless methods.

In Illinois, NCIC, SOS and ISP lists arrive via email/attachments. The local Outlook client can be configured to automatically save the attachments to a designated folder. Once the Server sees the new timestamp, it will automatically compile and distribute the new list. Once configured, no end user interaction is necessary.

Automated License Plate Readers include the ability to document the GPS location of each plate recorded.

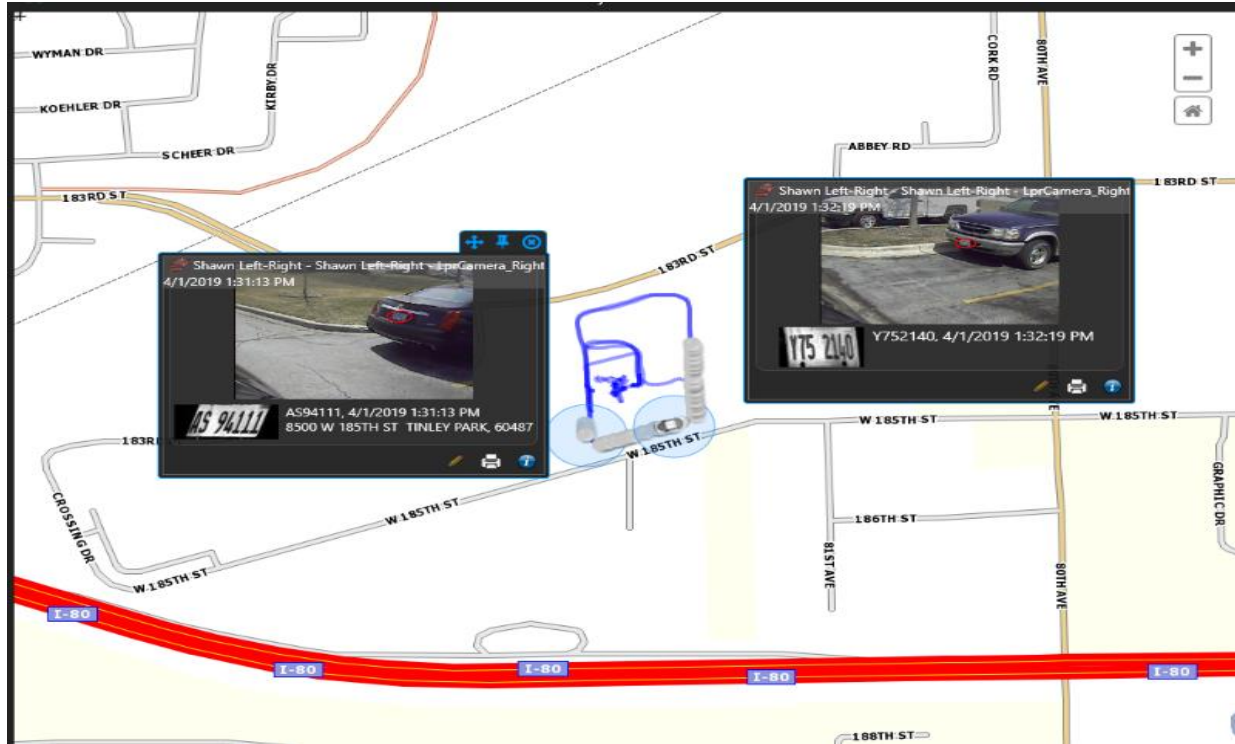
Information Displayed for Plate Captures: Plate photo, contextual photo, LPN, time and date, location address, map of plate capture location, LPR unit name and number, type of event (e.g., plate capture, alert), alert category, (e.g., stolen vehicle, AMBER Alert, wanted felon), a watermark indicating the plate capture has not been altered in the database, and any metadata associated with an alert.



SECTION 3

STATEMENT OF WORK

Patroller Tracking



All recorded data should be governed by a management system that allows for automatic purging of files after user definable specified time periods if it is not specifically identified for retention.

Minuteman’s proposed solution is in compliance with this requirement. Data retention is configurable/customizable based on reads, hits, images, as well as events. Data can be purged or archived to another location.

SECTION 3 STATEMENT OF WORK

ACCEPTANCE TESTING-TEST PLAN

LPR Installation Inspection

LPR Number Street Location

Pole Box is securely closed and fastened to the pole in approved location
 Pass
 Fail

Cellular Antenna is not block other devices from above or
 Pass
 Fail

AC Voltage in Pole Box is between 99 and 121 VAC Measured

Pass
 Fail

Throughput of modem is >1Mbps UL and DL
 Pass
 Fail

UL Throughput (Mbps) DL Throughput (Mbps) time of measur

Notes

Technician Name Date

LPR Installation Data Collection

LPR Number Street Location

Lane Direction Lane width (ft) Lane Number(s) Captured - (Lane closest to pole with LPR is #1)

Camera install Height (ft) Camera Distance From Edge of Lane (ft) Latitude of LPR Pole Longitude of LPR Pole

Notes

Car count start time and date Car count stop time Total Car count

Notes

Technician Name Date

Sample Acceptance Testing Plan

8 AUTOVU PERFORMANCES ANALYZER RESULTS

Insert the Read Report results saved by the AutoVu Performance Analyzer tool under this section.

Example:
 User: Admin
 Date: 2/14/2014 11:28:43 AM
 Number of query results returned: 235
 Number of images returned: 235
 LPR info - Plate(s): System configuration

Element	Plate	Control	Address	Processor	Unit	User	Event	Timestamp	Rule	Manual capture
P789YE		image	105 MOONACHE AVE	Unit 2	Unit	Unit	2/14/2014 9:07:35 AM	2/14/2014 9:07:35 AM	False	P
SM72M		image	108 MOONACHE AVE	Unit 2	Unit	Unit	2/14/2014 9:07:36 AM	2/14/2014 9:07:36 AM	False	S
MG785Z		image	110 MOONACHE AVE	Unit 2	Unit	Unit	2/14/2014 9:07:41 AM	2/14/2014 9:07:41 AM	False	k
8776W		image	MOONACHE AVE	Unit 2	Unit	Unit	2/14/2014 9:08:03 AM	2/14/2014 9:08:03 AM	False	B
GD7526		image	111 MOONACHE AVE	Unit 2	Unit	Unit	2/14/2014 9:08:04 AM	2/14/2014 9:08:04 AM	False	C
PT7N1		image	111 MOONACHE AVE	Unit 2	Unit	Unit	2/14/2014 9:08:07 AM	2/14/2014 9:08:07 AM	False	B
UP720U		image	111 MOONACHE AVE	Unit 2	Unit	Unit	2/14/2014 9:08:08 AM	2/14/2014 9:08:08 AM	False	L
WDP5A		image	MOONACHE AVE	Unit 2	Unit	Unit	2/14/2014 9:08:10 AM	2/14/2014 9:08:10 AM	False	V
SKU9T		image	MOONACHE AVE	Unit 2	Unit	Unit	2/14/2014 9:08:13 AM	2/14/2014 9:08:13 AM	False	S
WYP2DM		image	MOONACHE AVE	Unit 2	Unit	Unit	2/14/2014 9:08:14 AM	2/14/2014 9:08:14 AM	False	V
M8AWF		image	MOONACHE AVE	Unit 2	Unit	Unit	2/14/2014 9:08:15 AM	2/14/2014 9:08:15 AM	False	k
YTT7TE		image	MOONACHE AVE	Unit 2	Unit	Unit	2/14/2014 9:08:20 AM	2/14/2014 9:08:20 AM	False	Y
B8VP		image	116 MOONACHE AVE	Unit 2	Unit	Unit	2/14/2014 9:08:46 AM	2/14/2014 9:08:46 AM	False	B
B43DP		image	276 MOONACHE AVE	Unit 2	Unit	Unit	2/14/2014 9:09:35 AM	2/14/2014 9:09:35 AM	False	B
XY28B		image	289 MOONACHE AVE	Unit 2	Unit	Unit	2/14/2014 9:10:22 AM	2/14/2014 9:10:22 AM	False	B
CN8CH		image	293 MOONACHE RD	Unit 2	Unit	Unit	2/14/2014 9:10:26 AM	2/14/2014 9:10:26 AM	False	C
CS28SM		image	MOONACHE RD	Unit 2	Unit	Unit	2/14/2014 9:10:28 AM	2/14/2014 9:10:28 AM	False	C
P7APN		image	288 MOONACHE RD	Unit 2	Unit	Unit	2/14/2014 9:10:28 AM	2/14/2014 9:10:28 AM	False	P
ZTY12C		image	286 MOONACHE RD	Unit 2	Unit	Unit	2/14/2014 9:10:29 AM	2/14/2014 9:10:29 AM	False	Z

Innovative Solution

section

Training

4

SECTION 4

TRAINING

TRAINING

Successful system implementation as well as ongoing system management and maintenance can be greatly enhanced by the careful transfer of knowledge from our in-house experts to system managers, technicians, and end users. Critical elements of knowledge transfer include knowledgeable instructors, well-designed courseware, lab activities, and system hardware and software that closely parallel your operating environment integrated with proper system documentation.

Minuteman will conduct training courses that are designed to provide technical and functional knowledge on all systems that the first responder organizations will be required to operate. Training will be provided to Administrators, Operators and Technicians personnel assigned to the Village of Downers Grove Dispatch Centers or requiring interfacing with system. Training shall be delivered based on an established training schedule and shall be scheduled to have minimal impact on day-to-day operations. Training facilities shall be provided by Village of Downers Grove.

Documentation shall be provided in sufficient quantity to furnish each trainee with one operations guide for the product or service being trained. Village of Downers Grove personnel shall be trained on how to develop and generate standard and ad-hoc reports and files that are within system capabilities. Training that allows Village of Downers Grove personnel to reconfigure the systems as well as perform diagnostics, fault determination and resolution, and performance analysis shall be provided within the limitations of warranty protection.

This training shall be limited to those personnel with specialized education sufficient enough to prevent damage and failures of the systems and components. An electronic copy shall be provided to allow the Village of Downers Grove to provide future training.

Responsibility Matrix

Task	Responsibility	Deliverable
Provide Scheduling of Training	Minuteman	Training Schedule and publication to interested attendees
Classrooms or Locations to Provide Training	Village of Downers Grove	Locations to conduct training
Training Materials	Minuteman	Written documents for participants and an electronic copy for future training
Training on Report Capabilities of System	Minuteman	Training to allow personnel to develop and generate standard and ad-hoc reports and files
Training on configuring the system as well as to perform diagnostics, fault determination, resolution, and performance analysis	Minuteman	Training to specialized personnel from the Village of Downers Grove on system.

section

Ongoing Technical Support

5

SECTION 5

ONGOING TECHNICAL SUPPORT

The following is a description of Minuteman's capability to provide the Village with technical support during and after implementation. These descriptions include:

- Extended warranties or maintenance agreements provided by the Minuteman
- Time periods in which technical support is available on-site or online.
- Description of how software updates and patches are provided.

Minuteman's Central Region Office is located in Tinley Park with a staff of fully certified Genetec technicians. Minuteman will have a team member log into the system daily in the beginning to insure the health of the system with a proactive approach. Following stability, Minuteman insures a staff member will continue monitoring the system weekly/biweekly to insure the health of the system.

EXTENDED WARRANTIES OR MAINTENANCE AGREEMENTS:

Minuteman offers support in three (3) levels; Level 1 - Remote Maintenance/Support, Level 2 - Remote/Scheduled Onsite visits, and Level 3 - Onsite 24/7/365 Maintenance/Support. For this project, we propose starting with our proactive remote support that would allow troubleshooting remotely. Should something arise requiring an on-site visit, we would deploy a local representative and invoice accordingly. Please see our Level 1 and Level 2 Support Service summaries below:

LEVEL 1 - REMOTE MAINTENANCE / SUPPORT SERVICE:

Level 1 Service Agreement is a basic service agreement. Level 1 provides a remote support maintenance program that offers economy for customers:

- Response times is approximately one day
- Access to technical support

Level 1 Support Service Agreement provides remote technical support where you have access to our support technicians to troubleshoot and support your software and hardware needs. If a technician is needed to inspect or make a repair after troubleshooting the issue remotely, the expense for labor, truck, or bucket truck is invoiced to the customer via an hourly or daily rate. If your hardware requires replacement, and is outside of the standard factory warranty excluding an extended warranty, Minuteman shall supply the hardware and invoices accordingly.

LEVEL 2 - REMOTE / ON-SITE MAINTENANCE:

Level 2 Support Service Agreement is highly recommended and designed to meet the needs of most customers. This comprehensive on-site maintenance program includes a variety of services designed to keep the customer's system running at its optimum level while providing maximum protection for the customer's equipment investment. Level 2 includes Level 1, in addition to the following:

- Priority remote technical support within 4 hours
- Proactive system network support
- Weekly system health checks
- Scheduled on-site preventative maintenance every 4 months
- SMA/ADV-software updates

Hardware and firmware updates, Server and software updates. Includes the expense of labor and trucks, required hardware, outside of factory warranty and without extended warranty. Minuteman supplies the hardware and invoices accordingly.

SECTION 5

ONGOING TECHNICAL SUPPORT

Time periods in which technical support is available on-site or online

Minuteman's Central Region Office is located in Tinley Park. Therefore, we can guarantee same day technical support via onsite, online portal or remote service.

Description of how software updates and patches are provided.

Updates are provided by Genetec to certified installers periodically without system disruption. When updates need to be applied, Minuteman will contact the Village of Downers Grove system administrator and notify them what is new and/or changing on this update and make arrangements to apply them. Minuteman performs updates during non-business hours and we will always work with you to minimize any downtime.

section

Timeline

6

SECTION 6

TIMELINE

The following is a detailed timeline describing major milestones from award of contract to post implementation follow up for fixed ALPR.

ACTIVITIES	WEEKS						
	1	2	3	4	5	6	7
Contract award received by Village of Downers Grove Minuteman orders parts and supplies.							
Minuteman makes arrangements with local IT for server software installation and network infrastructure.							
Minuteman finalize installation details with IT, Traffic Control, Police Dept., end-users and stakeholders.							
Minuteman configures hardware, sets installation dates, and makes arrangements for admin/user training.							
Installation and commissioning services (assume 1 day per site for pre-existing poles/electric).							

SYSTEM "GO LIVE" DATE - FEBRUARY 1, 2022

section

Cost

7



We have prepared a quote for you

Fixed LPR

Quote # 010999
Version 3

Prepared for:

Downers Grove Police Department

Joshua Dausener
wbudds@downers.us

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Tinley Park, IL 60487
<https://www.minutemanst.com>
331-3013302



July 19, 2021

Downers Grove Police Department
Joshua Dausener
825 Burlington Ave
Downers Grove, IL 60515
wbudds@downers.us

Dear Joshua,

I wanted to take a moment to send you over the quote I put together for your Genetec Fixed LPR Solution.

Please take a look and let me know if you have any questions or would like to see any adjustments made.

I'm available any time via phone or email to answer questions or address concerns.

As always, thank you for trusting Minuteman Security with your life-safety and security needs.

Shawn O'Connell

Shawn O'Connell
Executive Account Manager
Illinois

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Scope of Work

Scope: Minuteman Security Technologies propose to install (19) Fixed Genetec LPR cameras throughout the Village of Downers Grove at the following locations:

E/B Butterfield Rd., East of Rt 53

- 1 LPR camera mounted on MST pole to capture 2 lanes of Eastbound traffic on Butterfield Rd.
- MST will install one new 14ft above ground pole with solar panels and batteries for power
- All LPR data will be transmitted to Minuteman's Regional Server via cell modem
- Minuteman to provide sim card and cellular data plan

S/B Finley Rd., from Butterfield Rd.

- 1 LPR camera mounted on MST pole to capture 2 lanes of Southbound traffic on Finley Rd., from Butterfield Rd.
- MST will install one new 14ft above ground pole with solar panels and batteries for power
- All LPR data will be transmitted to Minuteman's Regional Server via cell modem
- Minuteman to provide sim card and cellular data plan

S/B Downers Drive, North of Butterfield Rd.

- 1 LPR Camera mounted on Downers Grove owned traffic signal arm mast to capture 2 lanes of Southbound traffic leaving Finley Square Shopping Center
- MST will pull power from this pole to operate our LPR camera and auxillary devices
- All LPR data will be transmitted to Minuteman's Regional Server via cell modem
- Minuteman to provide sim card and cellular data plan

S/B Highland Ave, South of 31st Street

- 1 LPR Camera mounted on a Downers Grove owned Street Light to capture 2 lanes of of Southbound traffic on Highland Ave.
- MST will pull power from this pole to operate our LPR camera and auxillary devices
- All LPR data will be transmitted to Minuteman's Regional Server via cell modem
- Minuteman to provide sim card and cellular data plan

1100 Block of Butterfield Frontage Rd.

- 1 LPR Camera mounted on Downers Grove owned Street Light pole at the 1200 block to capture 2 lanes of traffic on frontage
- MST will pull power from this pole to operate our LPR camera and auxillary devices
- All LPR data will be transmitted to Minuteman's Regional Server via cell modem
- Minuteman to provide sim card and cellular data plan

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Scope of Work

S/B Fairview Ave, North of 39th Street

- 1 LPR camera mounted on MST pole to capture 2 lanes of traffic entering from the Meyers Rd Corridor.
- MST will install one new 14ft above ground pole with solar panels and batteries for power
- All LPR data will be transmitted to Minuteman's Regional Server via cell modem
- Minuteman to provide sim card and cellular data plan

W/B Ogden Ave at Williams Street

- 1 LPR camera mounted on MST pole to capture 2 lanes of traffic entering the Village from the east via Ogden Ave.
- MST will install one new 14ft above ground pole with solar panels and batteries for power
- All LPR data will be transmitted to Minuteman's Regional Server via cell modem
- Minuteman to provide sim card and cellular data plan

E/B Ogden Ave at Walnut Street

- 1 LPR camera mounted on MST pole to capture 2 lanes of traffic entering the Village from I-355 via Ogden Ave.
- MST will install one new 14ft above ground pole with solar panels and batteries for power
- All LPR data will be transmitted to Minuteman's Regional Server via cell modem
- Minuteman to provide sim card and cellular data plan

E/B Maple Ave, West of Walnut Street

- 2 LPR Cameras mounted on a Downers Grove owned Street Light to capture 2 lanes of traffic entering the Village from I-355 via Maple Ave.
- MST will pull power from this pole to operate our LPR camera and auxillary devices
- All LPR data will be transmitted to Minuteman's Regional Server via cell modem
- Minuteman to provide sim card and cellular data plan

W/B 55th Street east of Victor Street

- 1 LPR camera mounted on MST pole to capture 2 lanes of traffic entering the Village from the east via 55th Street
- MST will install one new 14ft above ground pole with solar panels and batteries for power
All LPR data will be transmitted to Minuteman's Regional Server via cell modem
- Minuteman to provide sim card and cellular data plan

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Scope of Work

W/B Maple Ave at Cumnor Rd

- 1 LPR camera mounted on MST pole to capture 1 lane of traffic entering the Village from the east via Maple Ave.
- MST will install one new 14ft above ground pole with solar panels and batteries for power
- All LPR data will be transmitted to Minuteman's Regional Server via cell modem
- Minuteman to provide sim card and cellular data plan

E/B 63rd Street at Janes Ave.

- 1 LPR camera mounted on MST pole to capture 2 lanes of traffic entering the Village from I-355 via 63rd Street
- MST will install one new 14ft above ground pole with solar panels and batteries for power
- All LPR data will be transmitted to Minuteman's Regional Server via cell modem
- Minuteman to provide sim card and cellular data plan

W/B 63rd Street at Fairview Ave.

- 1 LPR camera mounted on MST pole to capture 2 lanes of traffic entering the Village from the east via 63rd Street
- MST will install one new 14ft above ground pole with solar panels and batteries for power
- All LPR data will be transmitted to Minuteman's Regional Server via cell modem
- Minuteman to provide sim card and cellular data plan

N/B Woodward Ave, North of Cambridge Rd

- 1 LPR camera mounted on MST pole to capture 2 lanes of traffic entering the Village via Woodward Ave.
- MST will install one new 14ft above ground pole with solar panels and batteries for power
- All LPR data will be transmitted to Minuteman's Regional Server via cell modem
- Minuteman to provide sim card and cellular data plan

W/B 75th Street at Gigi Lane

- 1 LPR camera mounted on MST pole to capture 2 lanes of traffic entering from the east via 75th Street
- MST will install one new 14ft above ground pole with solar panels and batteries for power
- All LPR data will be transmitted to Minuteman's Regional Server via cell modem
- Minuteman to provide sim card and cellular data plan

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Scope of Work

E/B 75th Street near Devereux Rd

- 1 LPR camera mounted on MST pole to capture 2 lanes of traffic entering the Village from I-355 via 75th Street
- MST will install one new 14ft above ground pole with solar panels and batteries for power
- All LPR data will be transmitted to Minuteman's Regional Server via cell modem
- Minuteman to provide sim card and cellular data plan

N/B Lemont Rd, South of Dunham Rd.

- 1 LPR Camera mounted on Downers Grove owned Street Light to capture 2 lanes of traffic entering the Village via Lemont Rd.
- MST will pull power from this pole to operate our LPR camera and auxillary devices
- All LPR data will be transmitted to Minuteman's Regional Server via cell modem
- Minuteman to provide sim card and cellular data plan

S/B Lemont Rd, North of 75th Street

- 1 LPR camera mounted on MST pole to capture 2 lanes of traffic entering the Village from I-355 via 75th Street
- MST will install one new 14ft above ground pole with solar panels and batteries for power
- All LPR data will be transmitted to Minuteman's Regional Server via cell modem
- Minuteman to provide sim card and cellular data plan

MINUTEMAN SECURITY TECHNOLOGIES AGREES TO THE FOLLOWING:

- If the fixed LPR camera devices fail because of lack of power from solar and/or battery, Minuteman will reconfigure the device to provide additional power, i.e. larger solar panel, larger battery, etc.
- Minuteman will attempt to locate suitable ComEd poles for the installation of the fixed LPR cameras, at locations that are agreed upon by both Minuteman and the Village of Downers Grove.
- Any design changes must be approved by Downers Grove prior to proceeding
- Initial system purchase includes the first 2 years of cellular data fees as required for each of the 18 locations.

Minuteman assumes:

- Assumes all work will be completed during normal business hours of Monday - Friday 7:00AM - 5:00PM.
- That there is not a requirement for prevailing wage and or union labor.

Customer Supplied Connections:

- A high-speed internet connection with a static IP address must be provided by the customer at the head-end location for remote access.

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Scope of Work

- A network connection must be provided at each specified location. An IP address may also be required.

Existing Devices:

- This proposal assumes that any & all existing conduit, wire, devices & hardware to be used are in satisfactory condition and meet minimum requirements.
- Replacement, repairs and or changes to equipment will require change order authorization by both the customer & Minuteman Security Technologies, Inc.

Project Exclusions:

- Infectious Disease Control Measures.

Payment Info:

- Payment Terms: [Net30].
- Progress payments per AIA form will be submitted.
- Final Payment due upon completion of project.

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Section 1

Description	Price	Qty	Ext. Price
Head End Equipment & Software			
MST COOP LAW Connection for 1-Year. Per camera	\$500.00	19	\$9,500.00
Genetecm Advantage For 1 Autovu Fixed Camera Co	\$63.84	19	\$1,212.96
Minuteman Managed Services setup fee	\$500.00	1	\$500.00
1 Genetec Security Desk Client Connection (Incl.	\$239.40	3	\$718.20
Hotlist - Permit List Updater Through Ftp/Http/S	\$100.00	1	\$100.00
Field Devices			
Black Autovu Sharpv Camera Kit Which Includes: S	\$3,982.00	19	\$75,658.00
14ft above ground poles to mount cameras on	\$666.67	13	\$8,666.71
Green Planet 200 watt solar panel and pole mount	\$3,200.00	13	\$41,600.00
Lift Rental	\$650.00	3	\$1,950.00
Two man hydraulic auger	\$535.71	1	\$535.71
Cabling & Misc.			
Cat6 Outdoor Rated	\$0.75	400	\$300.00
Misc Security Installation Materials	\$357.14	1	\$357.14
Shipping & Handling	\$1,320.00	1	\$1,320.00

Subtotal: **\$143,718.72**

LPR Camera Assemblies

Description	Price	Qty	Ext. Price
Cell modem & antenna	\$428.57	5	\$2,142.85
IPCAM-CELL-R240	\$1,200.00	13	\$15,600.00

Subtotal: **\$25,242.85**

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Labor

Description	Price	Qty	Ext. Price
Install Labor	\$27,945.00	1	\$27,945.00
Programming Labor	\$15,965.00	1	\$15,965.00
Project Management	\$3,100.00	1	\$3,100.00
Subtotal:			\$47,010.00

Recurring Services

Description	Recurring	Qty	Ext. Recurring
MST COOP LAW Connection for 1-Year. Minuteman Per Camera Annual Managed Services Fee. Includes software and firmware updates.	\$500.00	19	\$9,500.00
Genetec Advantage For 1 Autovu Fixed Camera Connection. Annual connection fee for each camera to connect to Minuteman Managed Services Software.	\$63.84	19	\$1,212.96
Recurring Subtotal:			\$10,712.96

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Fixed LPR

Prepared by:

Illinois
 Shawn O'Connell
 3314549656
 soconnell@minutemanst.com

Prepared for:

Downers Grove Police Department
 825 Burlington Ave
 Downers Grove, IL 60515
 Joshua Dausener
 (630) 434-5490
 wbudds@downers.us

Quote Information:

Quote #: 010999
 Version: 3
 Delivery Date: 07/19/2021
 Expiration Date: 10/29/2021

Quote Summary

Description	Amount
Section 1	\$143,718.72
LPR Camera Assemblies	\$25,242.85
Labor	\$47,010.00
Total: \$215,971.57	

Recurring Expenses Summary

Description	Amount
Recurring Services	\$10,712.96
Recurring Total: \$10,712.96	

Payment Terms: Net 30 Days

Illinois

Signature: Shawn O'Connell
 Name: Shawn O'Connell
 Title: Executive Account Manager
 Date: 07/19/2021

Village of Downers Grove

Signature: _____
 Name: Joshua Dausener
 Date: _____

Indemnification:

Each party shall indemnify and hold harmless the other, their trustees, officers, professional staff, employees and agents from and against any loss, damage, claim or liability, including reasonable attorneys' fees (collectively "liabilities"), arising out of the performance of this Agreement to the extent that such liabilities arise from the acts or omissions, negligence, gross or reckless misconduct, or intentional wrongdoing of the indemnifying party, its trustees, officers, professional staff, employees or agents.

Minuteman Security Technologies, Inc Full One Year Limited Warranty:**What is Covered:**

This warranty covers any defects in materials or workmanship, including installation, with the exceptions stated below.

How Long Coverage Lasts:

This warranty runs for one year from the date your system was installed and accepted.

What is not covered:

This warranty does not cover intentional or un-intentional misuse or of any of the system components or software. The warranty does not cover damage as a result of acts of god (lighting, floods, storms, etc...) or electric surge.

What Minuteman Will Do:

Minuteman will repair any part of the system that is proved to be defective in materials or workmanship. In the event repair is not possible on certain system components, Minuteman will replace said component with similar specification and price.

How To Get Service:

Contact our service department at your nearest service center. A service representative will review your system and take any necessary action to correct problems covered by this warranty.

How State Law Applies:

This warranty gives you specific legal rights, and you may also have other rights which vary from state to state.

Certifications:

- MST certifies that no Village of Downers Grove elected official, officer, or employee who participates in the procurement, management or administration of contracts or subcontracts has, directly or indirectly, any financial or other interest in connection with the proposed contracts or subcontracts.
- MST certifies that no person or entity performing services for Village of Downers Grove has, directly or indirectly, any financial or other interest in any real property to be acquired for the project.
- MST certifies the firm has no suspension and debarment actions as specified in State of Illinois regulation 2 CFR Part 1200 and 2 CFR Part 180.

AGENCY CUSTOMER ID: MINUSEC-01

BJACKSON

LOC #: 1



ADDITIONAL REMARKS SCHEDULE

Page 1 of 1

AGENCY Mesirow Insurance Services, Inc.		NAMED INSURED Minuteman Security Technologies, Inc. 1 Connector Rd Andover, MA 01810	
POLICY NUMBER SEE PAGE 1		EFFECTIVE DATE: SEE PAGE 1	
CARRIER SEE PAGE 1	NAIC CODE SEE P 1		

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
 FORM NUMBER: ACORD 25 FORM TITLE: Certificate of Liability Insurance

Description of Operations/Locations/Vehicles:

Waiver of Subrogation applies in favor of the Additional Insured on the General Liability, Automobile Liability and Workers Compensation policies, where required by written contract.

Excess/Umbrella liability policy follows underlying form subject to policy provision and exclusion.

Notice of Cancellation applies in favor of the certificate holder.



"Your trusted security partner"

V. PROPOSAL/CONTRACT FORM

*****THIS PROPOSAL, WHEN ACCEPTED AND SIGNED BY AN AUTHORIZED SIGNATORY OF THE VILLAGE OF DOWNERS GROVE, SHALL BECOME A CONTRACT BINDING UPON BOTH PARTIES.**

Entire Block Must Be Completed When A Submitted Proposal Is To Be Considered For Award

PROPOSER:	
Minuteman Security Technolgoes	Date: July 19, 2021
8200 W. 185th St. Suite L	soconnell@minutemanst.com Email Address
Tinley Park, IL 60487	Shawn O'Connell Contact Name (Print)
331-301-4748 Business Phone	331-454-9656 24-Hour Telephone
_____	<i>Shawn O'Connell</i> _____ Signature of Officer, Partner or Sole Proprietor
Fax	Shawn O'Connell Business Development Manager
ATTEST: If a Corporation	

Signature of Corporation Secretary	

VILLAGE OF DOWNERS GROVE:

Authorized Signature

Title

Date

ATTEST:

Signature of Village Clerk

Date

In compliance with the specifications, the above-signed offers and agrees, if this Proposal is accepted within **90** calendar days from the date of opening, to furnish any or all of the services upon which prices are quoted, at the price set opposite each item, delivered at the designated point within the time specified above.

Village of Downers Grove



VENDOR W-9 REQUEST FORM

The law requires that we maintain accurate taxpayer identification numbers for all individuals and partnerships to whom we make payments, because we are required to report to the I.R.S all payments of \$600 or more annually. We also follow the I.R.S. recommendation that this information be maintained for all payees including corporations.

Please complete the following substitute W-9 letter to assist us in meeting our I.R.S. reporting requirements. The information below will be used to determine whether we are required to send you a Form 1099. Please respond as soon as possible, as failure to do so will delay our payments.

BUSINESS (PLEASE PRINT OR TYPE):

NAME: Minuteman Security Technologies

ADDRESS: 8200 W. 185th Street, Suite L

CITY: Tinley Park

STATE: IL

ZIP: 60487

PHONE: 331-454-9656 **FAX:** _____

TAX ID #(TIN): 04-3025865

(If you are supplying a social security number, please give your full name)

REMIT TO ADDRESS (IF DIFFERENT FROM ABOVE):

NAME: _____

ADDRESS: _____

CITY: _____

STATE: _____ **ZIP:** _____

TYPE OF ENTITY (CIRCLE ONE):

- Individual
- Sole Proprietor
- Partnership
- Corporation
- Government Agency
- Limited Liability Company – Member-Managed
- Limited Liability Company- Manager-Managed
- Medical
- Charitable/Nonprofit

SIGNATURE: Shawn O'Connell

DATE: 7/19/21

Village of Downers Grove

PROPOSER’S CERTIFICATION (page 1 of 3)

With regard to ^{Automated License Plate Reader Camera}
Program, Proposer Minuteman Security Technologies hereby
(Name of Project) (Name of Proposer)
certify the following:

1. Proposer is not barred from bidding this contract as a result of violations of Section 720 ILCS 5/33E-3 (Bid Rigging) or 720 ILCS 5/33E-4 (Bid-Rotating);
2. Proposer certifies that it has a written sexual harassment policy in place and is in full compliance with 775 ILCS 5/2-105(A)(4);
3. Proposer certifies that it is in full compliance with the Federal Highway Administrative Rules on Controlled Substances and Alcohol Use and Testing, 49 C. F.R. Parts 40 and 382 and that all employee drivers are currently participating in a drug and alcohol testing program pursuant to the Rules.
4. Proposer further certifies that it is not delinquent in the payment of any tax administered by the Department of Revenue, or that Proposer is contesting its liability for the tax delinquency or the amount of a tax delinquency in accordance with the procedures established by the appropriate Revenue Act. Proposer further certifies that if it owes any tax payment(s) to the Department of Revenue, Proposer has entered into an agreement with the Department of Revenue for the payment of all such taxes that are due, and Proposer is in compliance with the agreement.

BY: Shawn O'Connell
Proposer's Authorized Agent

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FEDERAL TAXPAYER IDENTIFICATION NUMBER

or _____
Social Security Number

Subscribed and sworn to before me
this ____ day of _____, 20__.

Notary Public

PROPOSER’S CERTIFICATION (page 2 of 3)

(Fill Out Applicable Paragraph Below)

(a) Corporation

The Proposer is a corporation organized and existing under the laws of the State of MA, which operates under the Legal name of Minuteman Security Technologies Inc., and the full names of its Officers are as follows:

President: Joe Lynch

Secretary: Joanne Lynch

Treasurer: Robert McQuade

and it does have a corporate seal. (In the event that this Proposal is executed by other than the President, attach hereto a certified copy of that section of Corporate By-Laws or other authorization by the Corporation which permits the person to execute the offer for the corporation.)

(b) Limited Liability Company (LLC)

The Bidder is a LLC organized and existing under the laws of the State of _____, which operates under the legal name of _____, and the full names of its managers or members are as follows:

Manager or Member: _____

Manager or Member: _____

Manager or Member: _____

Manager or Member: _____

(c) Partnership

Signatures and Addresses of All Members of Partnership:

Village of Downers Grove

PROPOSER'S CERTIFICATION (page 3 of 3)

The partnership does business under the legal name of: _____
 which name is registered with the office of _____ in the state of
 _____.

(d) Sole Proprietor

The Proposer is a Sole Proprietor whose full name is: _____
 and if operating under a trade name, said trade name is: _____
 which name is registered with the office of _____ in the state of
 _____.

5. Are you willing to comply with the Village's preceding insurance requirements within 13 days of the award of the contract? YES NO (circle one)

Insurer's Name Mesirow Insurance Services Inc

Agent _____

Street Address 353 N Clark St 11th Floor

City, State, Zip Code Chicago, IL 60654

Telephone Number 312-595-6200

I/We affirm that the above certifications are true and accurate and that I/we have read and understand them.

Print Name of Company: Minuteman Security Technologies

Print Name and Title of Authorizing Signature: Shawn O'Connell, Business Development Manager

Signature: *Shawn O'Connell*

Date: 7/19/21

Village of Downers Grove

Suspension or Debarment Certificate
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Non-Federal entities are prohibited from contracting with or making sub-awards under covered transactions to parties that are suspended or debarred or whose principals are suspended or debarred. Covered transactions include procurement for goods or services equal to or in excess of \$100,000.00. Contractors receiving individual awards for \$100,000.00 or more and all sub-recipients must certify that the organization and its principals are not suspended or debarred.

By submitting this offer and signing this certificate, the Proposer certifies to the best of its knowledge and belief, that the company and its principals:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any federal, state or local governmental entity, department or agency;
2. Have not within a three-year period preceding this Proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction, or convicted of or had a civil judgment against them for a violation of Federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
3. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (2) of this certification; and
4. Have not within a three-year period preceding this application/proposal/contract had one or more public transactions (Federal, State or local) terminated for cause or default.

If the Proposer is unable to certify to any of the statements in this certification, Proposer shall attach an explanation to this certification.

Company Name: Minuteman Security Technologies

Address: 8200 W. 185th Street Suite L

City: Tinley Park Zip Code: 60487

Telephone: (331) 454-9656 Fax Number: ()

E-mail Address: soconnell@minutemanst.com

Authorized Company Signature: *Shawn O'Connell*

Print Signature Name: Shawn O'Connell Title of Official: Business Development Manager

Date: 7/19/21

Village of Downers Grove

CAMPAIGN DISCLOSURE CERTIFICATE

Any contractor, proposer, bidder or vendor who responds by submitting a bid or proposal to the Village of Downers Grove shall be required to submit with its submission, an executed Campaign Disclosure Certificate.

The Campaign Disclosure Certificate is required pursuant to the Village of Downers Grove Council Policy on Ethical Standards and is applicable to those campaign contributions made to any member of the Village Council.

Said Campaign Disclosure Certificate requires any individual or entity bidding to disclose campaign contributions, as defined in Section 9-1.4 of the Election Code (10 ILCS 5/9-1.4), made to current members of the Village Council within the five (5) year period preceding the date of the bid or proposal release.

By signing the bid or proposal documents, contractor/proposer/bidder/vendor agrees to refrain from making any campaign contributions as defined in Section 9-1.4 of the Election Code (10 ILCS 5/9-1.4) to any Village Council member and any challengers seeking to serve as a member of the Downers Grove Village Council.

Under penalty of perjury, I declare:

Bidder/vendor has not contributed to any elected Village position within the last five (5) years.

Shawn O'Connell

Shawn O'Connell

Signature

Print Name

Bidder/vendor has contributed a campaign contribution to a current member of the Village Council within the last five (5) years.

Print the following information:

Name of Contributor: _____
(company or individual)

To whom contribution was made: _____

Year contribution made: _____ Amount: \$ _____

Signature

Print Name