ARLINGTON COUNTY, VIRGINIA
OFFICE OF THE PURCHASING AGENT
2100 CLARENDON BOULEVARD, SUITE 500
ARLINGTON, VIRGINIA 22201

NOTICE OF AWARD OF CONTRACT

TO: ASG SECURITY LLC
12301 KILN COURT, SUITE A
BELTSVILLE, MD 20705

DATE ISSUED: MAY 2, 2011

CURRENT REFERENCE NO: 183-11

CONTRACT TITLE: DES/SECURITY SYSTEMS
MONITORING/MAINT.

PRIOR REFERENCE NO: 222-10

THIS IS A NOTICE OF AWARD OF CONTRACT AND NOT AN ORDER. NO WORK IS AUTHORIZED UNTIL THE VENDOR RECEIVES A VALID COUNTY PURCHASE ORDER ENCUMBERING CONTRACT FUNDS.

Your firm is awarded the above referenced contract in accordance with the response submitted by you on April 11, 2011. The contract term covered by this Notice of Award is effective JUNE 1, 2011 expires on MAY 31, 2012.

This is the NINTH year award notice of a possible TEN year contract.

The contract documents consist of the terms and conditions of Agreement No. 421-02, including any exhibits, attachments or amendments thereto.

CONTRACT PRICING:

REFER TO AGREEMENT NO. 421-02

ATTACHMENTS:

AGREEMENT NO. 421-02
AMENDMENTS
COG RIDER CLAUSE

EMPLOYEES NOT TO BENEFIT:

NO COUNTY EMPLOYEE SHALL RECEIVE ANY SHARE OR BENEFIT OF THIS CONTRACT NOT AVAILABLE TO THE GENERAL PUBLIC.

VENDOR CONTACT: HOFF INGLESBY

VENDOR TEL. NO.: 301-623-4048

VENDOR PAYMENT TERMS: NET 30 DAYS

VENDOR FAX. NO.: 866-900-3883

TAX IDENTIFICATION NUMBER (EIN/SSN): 52-1761309

EMAIL ADDRESS: HINGLESBY@ASGSECURITY.COM

COUNTY CONTACT: RICHARD KRUMENACKER

COUNTY TEL. NO.: 703-228-4395

CONTRACT AUTHORIZATION

PAMALA HAYES
ASSTANT PURCHASING AGENT
ARLINGTON COUNTY, VIRGINIA
AGREEMENT NO. 421-02
AMENDMENT NUMBER 8

REFERENCE NUMBER 183-11

This Amendment Number 8 ("Amendment") is made on the date of execution of the Amendment by the County and amends Agreement Number 421-02 dated May 29, 2003 as amended by Amendments No. 1 through 7 ("Main Agreement") and made between Secur-Tech Systems, Inc. ("Contractor") and the County Board of Arlington County, Virginia ("County").

Whereas the County and the Contractor desire to amend the work called for, the Contractor and the County, in consideration of the promises and other good and valuable consideration specified in this Amendment, amend the Main Agreement as follows.

CHANGE THE "TIME OF PERFORMANCE" PARAGRAPH TO READ AS FOLLOWS:

TIME OF PERFORMANCE
Work under this Agreement shall continue from June 1, 2011 until May 31, 2012 (Eight "Subsequent Term") subject to any modifications as provided for in the Contract Documents. Upon satisfactory performance of the Contractor and with the concurrence of the Contractor, the County may, through issuance of a Notice of Award, authorize continued operations of the Contractor under the same contract unit prices for not more than one (1) additional twelve (12) month periods (each period is referred to as "Subsequent Contract Term").

TERMS AND CONDITIONS
The work and payment called for under this Amendment shall be subject to all terms and conditions of the Agreement. All terms and conditions of the Agreement shall remain in full force and effect for the work covered by this Amendment unless specifically changed by the terms and conditions of this Amendment.

WITNESS THESE SIGNATURES:

THE COUNTY BOARD OF ARLINGTON COUNTY, VIRGINIA

SIGNED BY: [Signature]

PRINT NAME RICHARD D. WARREN, JR. AND TITLE: PURCHASING AGENT

DATE: 4-12-2011

ASG SECURITY, LLC

TAXPAYER ID NUMBER: 52-1761309

SIGNED BY: [Signature]

PRINT NAME AND TITLE: MICHAEL F. LOONEY

DATE: 4-12-2011
ARLINGTON COUNTY, VIRGINIA
AGREEMENT NO. 421-02
AMENDMENT NUMBER 7

REFERENCE NUMBER 222-10

This Amendment Number 7 ("Amendment") is made on the date of execution of the Amendment by the County and amends Agreement Number 421-02 dated May 29, 2003 as amended by Amendments No. 1 through 6 ("Main Agreement") and made between Accutech Systems, Inc. ("Contractor") and the County Board of Arlington County, Virginia ("County").

Whereas the County and the Contractor desire to amend the work called for, the Contractor and the County, in consideration of the promises and other good and valuable consideration specified in this Amendment, amend the Main Agreement as follows.

CHANGE THE "TIME OF PERFORMANCE" PARAGRAPH TO READ AS FOLLOWS:

TIME OF PERFORMANCE
Work under this Agreement shall continue from June 1, 2010 until May 31, 2011 (Seventh "Subsequent Term") subject to any modifications as provided for in the Contract Documents. Upon satisfactory performance of the Contractor and with the concurrence of the Contractor, the County may, through issuance of a Notice of Award, authorize continued operations of the Contractor under the same contract unit prices for not more than two (2) additional twelve (12) month periods (each period is referred to as "Subsequent Contract Term").

TERMS AND CONDITIONS
The work and payment called for under this Amendment shall be subject to all terms and conditions of the Agreement. All terms and conditions of the Agreement shall remain in full force and effect for the work covered by this Amendment unless specifically changed by the terms and conditions of this Amendment.

WITNESS THEIR SIGNATURES:

THE COUNTY BOARD OF ARLINGTON
COUNTY, VIRGINIA

SIGNED BY:

[Signature]

PRINT NAME: RICHARD O. WALLER, JR. AND TITLE: PURCHASING AGENT

DATE: 5/2/10

ASG SECURITY, LLC

TAXPAYER ID NUMBER: 52-1761309

SIGNED BY:

[Signature]

PRINT NAME: HEFF K. INHER, Account MANAGER

DATE: 5/7/10
This Amendment Number 5 ("Amendment") is made on the date of execution of the Amendment by the County and amends Agreement Number 421-02 dated May 29, 2003 as amended by Amendments No. 1 through 3 (Main Agreement) and made between Accutech Systems, Inc. ("Contractor") and the County Board of Arlington County, Virginia ("County").

Whereas the County and the Contractor desire to amend the work called for and the amounts to be paid under the Main Agreement, the Contractor and the County, in consideration of the promises and other good and valuable consideration specified in this Amendment, amend the Main Agreement as follows.

In addition to the work and payment called for under the Main Agreement, the Contractor agrees to perform the work called for under this Amendment in return for the payment called for in this Amendment.

Time of Performance
Work under this Agreement shall continue from June 1, 2008 until May 31, 2009 (sixth "Subsequent Term") subject to any modifications as provided for in the Contract Documents. Upon satisfactory performance of the Contractor and with the concurrence of the Contractor, the County may, through issuance of a Notice of Award, authorize continued operations of the Contractor under the same contract unit prices for not more than four (4) additional twelve (12) month periods (each period is referred to as "Subsequent Contract Term").

Payment
The County will pay the Contractor for the Contractor’s completion of the work described and required in this Amendment in accordance with amended Exhibit B, payable to the Contractor in the same manner as set forth in the Main Agreement.

Terms and Conditions
The work and payment called for under this Amendment shall be subject to all terms and conditions of the Agreement. All terms and conditions of the Agreement shall remain in full force and effect for the work covered by this Amendment unless specifically changed by the terms and conditions of this Amendment.
WITNESS THESE SIGNATURES:

THE COUNTY BOARD OF ARLINGTON COUNTY, VIRGINIA

SIGNED
BY: [Signature]
for PRINT NAME RICHARD D. WARREN, JR.
AND TITLE: PURCHASING AGENT
DATE: 4/9/08

ASG SECURITY, LLC

TAXPAYER ID NUMBER: 68-0505772

SIGNED
BY: Mark A. Grossman
PRINT NAME Mark A. Grossman
AND TITLE: V.P. & General Manager
DATE: 4/9/08
AMENDED EXHIBIT B

CONTRACT PRICE AND RATE SCHEDULE

Contract Prices for the provision of all specified labor, parts and equipment for the design, installation, service, preventative maintenance and monitoring of County/ACPS security and life safety systems:

MONITORING

**BASE STANDARD CENTRAL STATION (Intrusion)**
Fire Alarm System (in addition to Base System) $27.50/Mo.
Duress System (in addition to Base System) $3.15/Mo.
Card Reader/Base $2.10/Mo.
Card Reader/Additional $109.52/Mo.

Cell Back-Up Units (in addition to Base System) $27.50/Mo.
IP-based Monitoring $41.52/Mo.
Emergency Elevator Phone Monitoring $60.75/Mo.

The above rates are based on no hard copy monthly reports related to monitoring status. County shall provide and maintain all phone lines needed.

PREVENTIVE MAINTENANCE
Card Reader/Base $221.00/Mo.
Card Reader/Additional $55.25/Mo.

CONTRACT LABOR RATES

Installation (Security Related Installation Projects) $89.50/Hour
Installation (Standard Fire Alarm Related Installation Projects) $58.00/Hour
Service Technician $89.50/Hour
Engineering, Design & Project Management $99.09/Hour
Programming (Security Related Installation Projects) $123.85/Hour
Programming (Standard Fire Alarm Related Installation Projects) $85.00/Hour

Rate adjustments:
Monday through Friday, 5:00 p.m. to 1-1/2 X Hourly Rate
7:30 a.m., and Saturday 2 X Hourly Rate
Sundays & Holidays

CONTRACT EQUIPMENT/PARTS DISCOUNT:

22% off manufacturer’s published list price.

If other discount would apply for a specific equipment or parts order, the Contractor shall notify the County Project Officer in writing and obtain his/her approval before placing any order.
ARLINGTON COUNTY, VIRGINIA
AGREEMENT NO. 421-02
AMENDMENT NUMBER 4
REFERENCE NUMBER 125-07

This Amendment Number 4 ("Amendment") is made on the date of execution of the Amendment by the County and amends Agreement Number 421-02 dated May 29, 2003 as amended by Amendment 1, 2 and 3 (Main Agreement) and made between Accutach Systems, Inc. ("Contractor") and the County Board of Arlington County, Virginia ("County").

Whereas the County and the Contractor desire to amend the work called for and the amounts to be paid under the Main Agreement, the Contractor and the County, in consideration of the premises and other good and valuable consideration specified in this Amendment, amend the Main Agreement as follows.

CHANGE THE NAME AND ADDRESS OF THE CONTRACTOR TO READ:

ASG SECURITY, LLC
12301 KILMDR COURT
SUITE A
BELTSVILLE, MARYLAND 20705

Terms and Conditions
The work and payment called for under this Amendment shall be subject to all terms and conditions of the Agreement. All terms and conditions of the Agreement shall remain in full force and effect for the work covered by this Amendment unless specifically changed by the terms and conditions of this Amendment.

WITNESS THESE SIGNATURES:

THE COUNTY BOARD OF ARLINGTON COUNTY, VIRGINIA

SIGNED
BY: Mary F. Whitley
PRINT NAME: RICHARD D. WARRIN, JR.
DATE: 5/24/2007
AND TITLE: PURCHASING AGENT

ASG SECURITY, LLC, CONTRACTOR

SIGNED
BY: Robert H. Ryan
PRINT NAME: Robert H. Ryan
DATE: 5/21/07
AND TITLE: VP Sales & Marketing

TAXPAYER ID NUMBER: 88-0503272
This Amendment Number 2 ("Amendment") is made on the date of execution of the Amendment by the County and amends Agreement Number 421-02 dated May 29, 2003 as amended by Amendment 1 (Main Agreement) and made between Accutech Systems, Inc. ("Contractor") and the County Board of Arlington County, Virginia ("County").

Whereas the County and the Contractor desire to amend the work called for and the amounts to be paid under the Main Agreement, the Contractor and the County, in consideration of the promises and other good and valuable consideration specified in this Amendment, amend the Main Agreement as follows.

In addition to the work and payment called for under the Main Agreement, the Contractor agrees to perform the work called for under this Amendment in return for the payment called for in this Amendment.

Time of Performance
Work under this Agreement shall continue from June 1, 2007 until May 31, 2008 (Fifth "Subsequent Term") subject to any modifications as provided for in the Contract Documents. Upon satisfactory performance of the Contractor and with the concurrence of the Contractor, the County may, through issuance of a Notice of Award.

Payment
The County will pay the Contractor for the Contractor's completion of the work described and required in this Amendment in accordance with amended Exhibit B, payable to the Contractor in the same manner as set forth in the Main Agreement.

Terms and Conditions
The work and payment called for under this Amendment shall be subject to all terms and conditions of the Agreement. All terms and conditions of the Agreement shall remain in full force and effect for the work covered by this Amendment unless specifically changed by the terms and conditions of this Amendment.
AMENDED EXHIBIT B

CONTRACT PRICE AND RATE SCHEDULE

Contract Prices for the provision of all specified labor, parts and equipment for the design, installation, service, preventative maintenance and monitoring of County/ACPS security and life safety systems:

MONITORING

BASE STANDARD CENTRAL STATION (Intrusion) $26.50/ Mo.
Fire Alarm System (in addition to Base System) $3.15/ Mo.
Duress System (in addition to Base System) $2.10/ Mo.
Card Reader/Base $105.00/ Mo.
Card Reader/Additional $26.50/ Mo.
Cell Back-Up Units (in addition to Base System) $40.00/ Mo.
IP-based Monitoring $58.25/ Mo.
Emergency Elevator Phone Monitoring $26.50/ Mo.

The above rates are based on no hard copy monthly reports related to monitoring status. County shall provide and maintain all phone lines needed.

PREVENTIVE MAINTENANCE

Card Reader/Base $212.00/ Mo.
Card Reader/Additional $55.00/ Mo.

CONTRACT LABOR RATES

Installation (Security Related Installation Projects) $85.50/ Hour
Installation (Standard Fire Alarm Related Installation Projects) $56.00/ Hour
Service Technician $85.50/ Hour
Engineering, Design & Project Management $95.50/ Hour
Programming (Security Related Installation Projects) $118.75/ Hour
Programming (Standard Fire Alarm Related Installation Projects) $81.50/ Hour

Rate adjustments:
Monday through Friday, 5:00 p.m. to
7:30 a.m., and Saturday
Sundays & Holidays
1-½ X Hourly Rate
2 X Hourly Rate

CONTRACT EQUIPMENT/PARTS DISCOUNT:

22% off manufacturer’s published list price.

If other discount would apply for a specific equipment or parts order, the Contractor shall notify the County Project Officer in writing and obtain his/her approval before placing any order.
This Amendment Number 2 ("Amendment") is made on the date of execution of the Amendment by the County and amends Agreement Number 421-02 dated May 29, 2003, as amended by Amendment 1 (Main Agreement) and made between Accutech Systems, Inc. ("Contractor") and the County Board of Arlington County, Virginia ("County").

Whereas the County and the Contractor desire to amend the work called for and the amounts to be paid under the Main Agreement, the Contractor and the County, in consideration of the promises and other good and valuable consideration specified in this Amendment, amend the Main Agreement as follows.

In addition to the work and payment called for under the Main Agreement, the Contractor agrees to perform the work called for under this Amendment in return for the payment called for in this Amendment.

Time of Performance
The Time of Performance for work under this Amendment will commence on June 1, 2006 and end on May 31, 2007, subject to any modifications in the Amendment Documents.

Payment
The County will pay the Contractor for the Contractor's completion of the work described and required in this Amendment in accordance with amended Exhibit B, payable to the Contractor in the same manner as set forth in the Main Agreement.

Terms and Conditions
The work and payment called for under this Amendment shall be subject to all terms and conditions of the Agreement. All terms and conditions of the Agreement shall remain in full force and effect for the work covered by this Amendment unless specifically changed by the terms and conditions of this Amendment.

WITNESS THESE SIGNATURES:

THE COUNTY BOARD OF ARLINGTON COUNTY, VIRGINIA

Accutech Systems, Inc., CONTRACTOR
TAXPAYER ID NUMBER: 52-1761309

SIGNED BY: RICHARD D. WARREN, JR.
PRINT NAME: TIMOTHY G. MILLER
AND TITLE: PURCHASING AGENT
AND TITLE: PRESIDENT
DATE: 6-1-06
DATE: May 30, 2006
EXHIBIT B

CONTRACT PRICE AND RATE SCHEDULE

Contract Prices for the provision of all specified labor, parts and equipment for the design, installation, service, preventative maintenance and monitoring of County/ACPS security and life safety systems:

MONITORING

BASE STANDARD CENTRAL STATION (Intrusion) $26.00/Mo.
Fire Alarm System (in addition to Base System) $3.12/Mo.
Duress System (in addition to Base System) $2.08/Mo.
Card Reader/Base $104.00/Mo.
Card Reader/Additional $26.00/Mo.
Cell Back-Up Units (in addition to Base System) $39.52/Mo.
IP-based Monitoring $57.20/Mo.
Emergency Elevator Phone Monitoring $26.00/Mo.

The above rates are based on no hard copy monthly reports related to monitoring status. County shall provide and maintain all phone lines needed.

PREVENTIVE MAINTENANCE
Card Reader/Base $208.00/Mo.
Card Reader/Additional $52.00/Mo.

CONTRACT LABOR RATES

Installation (Security Related Installation Projects) $83.98/Hour
Installation (Standard Fire Alarm Related Installation Projects) $55.00/Hour
Service Technician $83.98/Hour
Engineering, Design & Project Management $93.86/Hour
Programming (Security Related Installation Projects) $123.50/Hour
Programming (Standard Fire Alarm Related Installation Projects) $80.00/Hour

Rate adjustments:
Monday through Friday, 5:00 p.m. to 1 - ½ X Hourly Rate
7:30 a.m., and Saturday 2 X Hourly Rate
Sundays & Holidays

CONTRACT EQUIPMENT/PARTS DISCOUNT:

22% off manufacturer’s published list price.

If other discount would apply for a specific equipment or parts order, the Contractor shall notify the County Project Officer in writing and obtain his/her approval before placing any order.
ARLINGTON COUNTY, VIRGINIA
AGREEMENT NO. 421-02
AMENDMENT NUMBER 1
FILE REFERENCE NO. 177-04

This Amendment Number 1 ("Amendment") is made on the date of execution of the Amendment by the County and amends Agreement Number 421-02 ("Main Agreement") and made between AccuTech Systems, Inc., 704 E. Gade Drive, Suite A, Rockville, MD 20850 ("Contractor") and the County Board of Arlington County, Virginia ("County").

Whereas the County and the Contractor desire to amend the work called for and the amounts to be paid under the Main Agreement, the Contractor and the County, in consideration of the promises and other good and valuable consideration specified in this Amendment, amend the Main Agreement as follows.

IN EXHIBIT A (SCOPE OF WORK) ADD TO ITEM 3.8.1.a.1 THE FOLLOWING:

In lieu of using a discount from manufacturer's price list, the Contractor may provide the materials used for installations or repairs at a GSA Schedule price. This method can be used only if a manufacturer does not have a published price list but does have a GSA Schedule price list.

ADD TO "MONITORING" SECTION OF EXHIBIT B (CONTRACT PRICE AND RATE SCHEDULE) THE FOLLOWING:

Elevator Emergency Phones $25.00/Mo.

Terms and Conditions
The work and payment called for under this Amendment shall be subject to all terms and conditions of the Agreement. All terms and conditions of the Agreement shall remain in full force and effect for the work covered by this Amendment unless specifically changed by the terms and conditions of this Amendment.

WITNESS THESE SIGNATURES:

THE COUNTY BOARD OF ARLINGTON COUNTY, VIRGINIA

AUTHORIZED SIGNATURE:

NAME AND RICHARD D. WARREN, JR.
TITLE: PURCHASING AGENT
DATE: 4/26/04

ACCUTECH SYSTEMS, INC.

AUTHORIZED SIGNATURE:

NAME AND TAXPAYER ID NUMBER: 52-1761309
TITLE: President
DATE: April 19, 2004
THIS AGREEMENT is made, on the date of execution by the County, between AccuTech Systems, Inc., 704 E. Gude Drive, Suite A, Rockville, MD 20850 (Contractor), a Maryland corporation authorized to do business in the Commonwealth of Virginia, and the County Board of Arlington County, Virginia (County). The County and the Contractor, for the consideration hereinafter specified, agree as follows:

CONTRACT DOCUMENTS
The Contract Documents consist of this Agreement, Exhibit A (Scope of Work), Exhibit B (Contract Price and Rate Schedule), and Exhibit C (Confidentiality Agreement). Where the terms and provisions of this Agreement vary from the terms and provisions of the other Contract Documents, the terms and provisions of this Agreement shall prevail over the other Contract Documents, and Exhibit A shall prevail over Exhibits B and C.

The Contract Documents set forth the entire Agreement between the County and the Contractor. The County and the Contractor agree that no representative or agent of either of them has made any representation or promise with respect to this Agreement which is not contained in the Contract Documents, and that all terms and conditions with respect to this Agreement are expressly contained herein. The Contract Documents shall constitute the Contract.

SCOPE OF WORK
The Contractor agrees to perform the services described in the Contract Documents (alternatively, the “Work”). The primary purpose of the Work is to provide to the County security system monitoring, maintenance, provision and installation of new security systems, and provision and installation of upgrades of existing security systems. The Contract Documents set forth the minimum Work estimated by the County and the Contractor to be necessary to complete the Work. It shall be the Contractor’s responsibility, at the Contractor’s sole cost, to provide the specific services set forth in the Contract Documents and sufficient services to fulfill the purposes of the Work. Nothing in the Contract Documents shall be construed to limit the Contractor’s responsibility to manage the details and execution of its Work.

PROJECT OFFICER
The performance of the Contractor required by this Agreement is subject to the review and approval of the County Project Officer, who shall be appointed by the Director of the Arlington County Office of Support Services or designee. However, it shall be the responsibility of the Contractor to manage the details of the execution and performance of its Work under this Contract.

CONTRACT TERM
Work under this Agreement will commence upon execution of this Agreement by the County and shall continue (renewable annually) until May 31, 2006
("Initial Contract Term"), subject to any modifications as provided for in the Contract Documents. Upon satisfactory performance of the Contractor and with the concurrence of the Contractor, the County may, through issuance of an amendment executed by the parties, authorize continued operations of the Contractor under the same contract unit prices for not more than seven (7) additional twelve (12) month periods from June 1, 2006 to May 31, 2013. (Each period is referred to as "Subsequent Contract Term"). Notwithstanding anything herein to the contrary, the Contract Amount for each extension period shall be in an amount not to exceed the funds appropriated for the Contract by the County Board of Arlington County, Virginia for the Subsequent Contract Term.

**CONTRACT AMOUNT**

The County will pay the Contractor in accordance with the terms of the Payment paragraph and at the prices and rates identified in Exhibit B for the Contractor's completion of the Work described and required in the Contract Documents subject to the terms and conditions in those documents. The Contractor agrees that it shall complete the Work for at the prices and rates set forth in Exhibit B unless such prices and/or rates are modified as provided in this Agreement. The Contract Prices and Rates include all of Contractor's costs and fees (profit).

**PAYMENT**

The Contractor will be paid monthly. Within 10 days after the last day of each month the Contractor shall submit, for approval by the Project Officer, an invoice describing the total Work done, by Task, during the preceding month. The Project Officer shall either approve the invoice or require corrections. The County will pay the Contractor within 30 days after the date of receipt of a correct (as determined by the Project Officer) invoice approved by the Project Officer. The amount paid shall be based on the estimate of the percentage of the total Work under each Task completed during the month, subject to the Project Officer's acceptance of the Work and the estimate. If the Contractor has been paid ninety percent (90%) of the Contract Amount for any Task and Work under that Task is not complete, the remaining amount due for that Task will be paid to the Contractor only after all Work on that Task is completed. The total amount paid for each Task shall not exceed the amount allocated for the Task, regardless of the number of hours spent or the amount of expenses incurred by the Contractor in the performance of the Work. The number of the Purchase Order by which authority shipments have been made or services performed shall appear on all invoices. Invoices shall be submitted in duplicate.

**ADDITIONAL SERVICES**

The Contractor shall not be compensated for any goods or services provided except those included in Exhibit A and paid for by the Contract Amount unless those goods or services are covered by a written Amendment to this Agreement signed by the County and the Contractor and a County Purchase Order is issued covering the expected cost of such services.

Additional services agreed upon by the parties will be billed at the rates set forth in Exhibit B unless otherwise agreed.
ARLINGTON COUNTY BUSINESS LICENSES
The Contractor must comply with the provisions of Chapter 11 (Business Licenses) of the Arlington County Code.

NON-DISCRIMINATION NOTICE
Arlington County does not discriminate against faith-based organizations.

COUNTY EMPLOYEES
No employee of Arlington County, Virginia shall be admitted to any share or part of this Contract or to any benefit that may arise therefrom which is not available to the general public.

EMPLOYMENT DISCRIMINATION BY CONTRACTOR PROHIBITED
During the performance of this contract, the contractor agrees as follows:

A. The contractor will not discriminate against any employee or applicant for employment because of race, religion, color, sex, sexual orientation, national origin, age, disability or any other basis prohibited by state law related to discrimination in employment except where there is a bona fide occupational qualification reasonably necessary to the normal operation of the contractor. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.

B. The contractor, in all solicitations or advertisements for employees placed by or on behalf of the contractor, will state that such contractor is an Equal Opportunity Employer.

C. Notices, advertisements and solicitations placed in accordance with federal law, rule or regulation shall be deemed sufficient for the purpose of meeting the requirements of this section.

D. The contractor will comply with the provisions of the Americans with Disabilities Act of 1990 which prohibits discrimination against individuals with disabilities in employment and mandates their full participation in both publicly and privately provided services and activities.

E. The contractor will include the provisions of the foregoing paragraphs in every subcontract or purchase order of over $10,000, so that the provisions will be binding upon each subcontractor or vendor.

DRUG-FREE WORKPLACE TO BE MAINTAINED BY CONTRACTOR
During the performance of this contract, the contractor agrees to (i) provide a drug-free workplace for the contractor's employees; (ii) post in conspicuous places, available to employees and applicants for employment, a statement notifying employees that the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana is prohibited in the contractor's workplace and specifying the actions that will be taken against employees for violations of such prohibition; (iii) state in all solicitations or advertisements for employees placed by or on behalf of the contractor that the contractor maintains a drug-free workplace; and (iv) include the provisions of the foregoing clauses in every subcontract or purchase order of over $10,000, so that the provisions will be binding upon each subcontractor or vendor.
For the purposes of this section, "drug-free workplace" means a site for the performance of work done in connection with a specific contract awarded to a contractor in accordance with the Arlington County Resolution, the employees of whom are prohibited from engaging in the unlawful manufacture, sale, distribution, dispensation, possession or use of any controlled substance or marijuana during the performance of the contract.

**INDEMNIFICATION**
The Contractor covenants to save, defend, hold harmless, and indemnify the County, and all of its elected and appointed officials, officers, employees, agents, departments, agencies, boards, and commissions (collectively the "County") from and against any and all claims, losses, damages, injuries, fines, penalties, costs (including court costs and attorney's fees), charges, liability, or exposure, however caused, resulting from, arising out of, or in any way connected with the Contractor's intentional, negligent, or grossly negligent acts or omissions in performance or nonperformance of its work called for by the Contract Documents. This indemnification shall survive the termination of this Contract. The Contractor shall not be liable for losses resulting from County's negligence.

**COUNTY PURCHASE ORDER REQUIREMENT**
County purchases of goods over $2,000.00 per transaction and purchases of services over $1,000 per transaction are authorized only if a County Purchase Order is issued in advance of the transaction, indicating that the ordering agency has sufficient funds available to pay for the purchase. A purchase order will be issued for any purchase if the vendor requires a purchase order for its records. The County will not be liable for payment for any purchases of goods over $2,000 per transaction or purchases of services over $500 per transaction made by its employees without appropriate purchase authorization issued by the County Purchasing Agent. Contractors providing goods or services without a signed County Purchase Order do so at their own risk and must satisfy themselves that the ordering person or agency is authorized to purchase goods or services in the name of the County. Please direct questions regarding this requirement to the County Procurement Officers at 703-228-3410.

**FAILURE TO DELIVER**
In case of failure to deliver goods or services in accordance with the Contract terms and conditions and fails, within three (3) working days after receipt of written notice from the County, to commence and continue correction of such default or neglect with diligence and promptness, the County may, after three (3) days following delivery of an additional written notice of default to the Contractor, make good such deficiencies and may deduct the reasonable cost of doing so from payments then or thereafter due the Contractor under this Agreement. This remedy shall be in addition to any other remedies, which the County may have.

**ETHICS IN PUBLIC CONTRACTING**
This Contract incorporates by reference Article 9 of the Arlington County, Virginia, Purchasing Resolution, as well as any state or federal law related to ethics, conflicts of interest, or bribery, including by way of illustration and not limitation, the Virginia State and Local Government Conflict of Interests Act, the Virginia Governmental Frauds Act, and Articles 2 and 3 of Chapter 10 of Title 18.2 of the Virginia Code, as amended. The
Contractor certifies that its offer is made without collusion or fraud and that it has not offered or received any kickbacks or inducements from any other offeror, supplier, manufacturer, or subcontractor and that it has not conferred on any public employee having official responsibility for this purchase any payment, loan, subscription, advance, deposit of money, services, or anything of more than nominal value, present or promised unless consideration of substantially equal or greater value was exchanged.

LIABILITY
The Contractor shall not be held responsible for failure to perform the duties and responsibilities imposed by this Contract if such failure is due to strikes, fires, riots, rebellions, or Force Majeure, beyond the control of the Contractor, that make performance impossible or illegal, unless otherwise specified in the Contract.

The County shall not be held responsible for failure to perform the duties and responsibilities imposed by the Contract if such failure is due to strikes, fires, riots, rebellions, or Force Majeure, beyond the control of the County, that make performance impossible or illegal, unless otherwise specified in the Contract.

ASSIGNMENT
The Contractor shall not assign, transfer, convey, sublet, or otherwise dispose of any award, or any or all of its rights, obligations, or interests under this Contract, without the prior written consent of the County.

APPLICABLE LAW
This Contract and the work performed hereunder shall be governed in all respects by the laws of the Commonwealth of Virginia and the venue for any litigation with respect thereto shall be in the Circuit Court for Arlington County, Virginia. In performing the Work under this Contract, the Contractor shall comply with applicable federal, state, and local laws, ordinances and regulations.

AUTHORITY TO TRANSACT BUSINESS
In accordance with §13.1-613 of the Code of Virginia, any firm submitting a bid or proposal in response to this solicitation must be authorized to transact business in the Commonwealth of Virginia.

IMMIGRATION REFORM AND CONTROL ACT OF 1986
The Contractor certifies that it does not, and will not during the performance of the Contract, employ illegal alien workers or otherwise violate the provisions of the federal Immigration Reform and Control Act of 1986.

ANTITRUST
By entering into this Contract, the Contractor conveys, sells, assigns and transfers to the County all rights, title, and interest in and to all causes of action the Contractor may now have or hereafter acquire under the antitrust laws of the United States or the Commonwealth of Virginia, relating to the goods or services purchased or acquired by the County under said Contract.
RELATION TO COUNTY
The Contractor will be legally considered as an independent contractor and neither the Contractor nor its employees will, under any circumstances, be considered employees, servants or agents of the County. The County will not be legally responsible for any negligence or other wrongdoing by the Contractor, its employees, servants or agents. The County will not withhold payments to the Contractor for any federal or state unemployment taxes, federal or state income taxes, Social Security tax, or any other amounts for benefits to the Contractor. Further, the County will not provide to the Contractor any insurance coverage or other benefits, including Workers' Compensation, normally provided by the County for its employees.

DELIVERY
All goods are purchased F.O.B. point of delivery in Arlington County. All costs for handling and transportation charges to the designated point of delivery shall be borne by the Contractor. Transportation, handling and all related charges shall be included in the unit prices or discounts bid for each item.

ARLINGTON COUNTY PURCHASING RESOLUTION
The Contract is governed by the applicable provisions of the Arlington County Purchasing Resolution. The time limit for final written decision by the County Manager in the event of a contractual dispute, as that term is defined in the Purchasing Resolution, is fifteen (15) days. Procedures for contractual disputes, administrative appeals, and protests are available upon request from the Office of the Purchasing Agent.

ARBITRATION
It is expressly agreed that nothing under the Contract shall be subject to arbitration, and any references to arbitration are expressly deleted from the Contract.

PATENTS AND ROYALTIES
The Contractor covenants to save, defend, hold harmless, and indemnify the County, and all of its officers, officials, departments, agencies, agents, and employees (collectively the "County") from and against any and all claims, losses, damages, injuries, fines, penalties, costs (including court costs and attorney's fees), charges, liability, or exposure, however caused, for or on account of any trademark, copyright, patented or unpatented invention, process, or article manufactured or used in the performance of this Contract, including its use by the County. If the Contractor uses any design, device, or materials covered by letters patent or copyright, it is mutually agreed and understood, without exception, that the Contract price includes all royalties or costs arising from the use of such design, device, or materials in any way involved with the work.

CONFIDENTIALITY AND RETURN OF RECORDS
The Contractor agrees that all findings, memoranda, correspondence, documents or records of any type, whether written or oral, and all documents generated by the Contractor or its subcontractors as a result of the County's request for services under this Contract, are confidential records ("Record" or "Records"), and neither the Records nor their contents shall be released by the Contractor, its subcontractors, or other third parties, nor shall their contents be disclosed to any person other than the Project Officer or
designee. The Contractor agrees that all oral or written inquiries from any person or entity regarding the status of any record generated as a result of the existence of this Contract shall be referred to the Project Officer or designee for response. At the County's request, the Contractor shall deliver all records to the Project Officer, including "hard copies" of computer records, and at the County's request, shall destroy all computer records created as a result of the County's request for services under this Contract.

The Contractor agrees to include the provisions of this section as part of any contract or agreement the Contractor enters into with subcontractors or other third parties for work related to work pursuant to this Agreement.

No termination of this Agreement shall have the effect of rescinding, terminating or otherwise invalidating this section.

COPYRIGHT
The Contractor hereby irrevocably transfers, assigns, sets over and conveys to the County all right, title and interest, including the sole exclusive and complete copyright interest, in any and all copyrightable works created pursuant to this Agreement. The Contractor further agrees to execute such documents as the County may request to effect such transfer or assignment.

Further, the Contractor agrees that the rights granted to the County by this paragraph are irrevocable. Notwithstanding anything else in this Agreement, the Contractor's remedy in the event of termination of or dispute over the terms of this Agreement shall not include any right to rescind, terminate or otherwise revoke or invalidate in any way the rights conferred pursuant to the provisions of this paragraph. Similarly, no termination of this Agreement shall have the effect of rescinding, terminating or otherwise invalidating the rights acquired pursuant to the provisions of this "Copyright" paragraph.

The use of subcontractors or third parties in developing or creating input into any copyrightable materials produced as a part of this Agreement is prohibited unless the County approves the use of such subcontractors or third parties in advance and such subcontractors or third parties agree to include the provisions of this paragraph as part of any contract they enter into with the Contractor for work related to work under this Contract.

PAYMENT OF SUBCONTRACTORS
The Contractor is obligated to take one of the two following actions within seven (7) days after receipt of amounts paid to the Contractor by the County for work performed by any subcontractor under this Contract:

a. Pay the subcontractor for the proportionate share of the total payment received from the County attributable to the work performed by the subcontractor under this Contract; or

b. Notify the County and the subcontractor, in writing, of the Contractor's intention to withhold all or a part of the subcontractor's payment with the reason for nonpayment.

The Contractor is obligated to pay interest to the subcontractor on all amounts owed by the Contractor that remain unpaid after seven (7) days following receipt by the Contractor of payment from the County for work

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performed by the subcontractor under this Contract, except for amounts withheld as allowed in b., above. Unless otherwise provided under the terms of this Contract, interest shall accrue at the rate of one percent (1%) per month.

The Contractor shall include in each of its subcontracts a provision requiring each subcontractor to include or otherwise be subject to the same payment and interest requirements with respect to each lower-tier subcontractor.

The Contractor’s obligation to pay an interest charge to a subcontractor pursuant to the above provisions may not be construed to be an obligation of the County. A Contract modification may not be made for the purpose of providing reimbursement for such interest charge. A cost reimbursement claim may not include any amount for reimbursement for such interest charge.

AUDIT
The Contractor agrees to retain all books, records and other documents related to this procurement for at least five (5) years after final payment, or until audited by the County, whichever is sooner. The County or its authorized agents shall have full access to and the right to examine any of the above documents during this period. If the Contractor wishes to destroy or dispose of records (including confidential records to which the County does not have ready access) after the County’s audit but within five (5) years after final payment, the Contractor shall notify the County at least thirty (30) days prior to such disposal, and if the County objects, shall not dispose of the records.

PROJECT STAFF
The County will, throughout the Contract Term and any renewal term, have the right of reasonable rejection and approval of staff or subcontractors assigned to the project by the Contractor. If the County reasonably rejects staff or subcontractors, the Contractor must provide replacement staff or subcontractors satisfactory to the County in a timely manner and at no additional cost to the County. The day-to-day supervision and control of the Contractor’s employees shall be solely the responsibility of the Contractor.

SUPERVISION BY CONTRACTOR
The Contractor shall at all times enforce strict discipline and good order among the workers performing under this Contract, and shall not employ on the work any person not reasonably proficient in the work assigned.

SAFETY
The Contractor shall comply with, and ensure that the Contractor's personnel and subcontracted personnel comply with, all current applicable local, state and federal policies, regulations and standards relating to safety and health, including, by way of illustration and not limitation, the standards of the Virginia Occupational Safety and Health Administration for the General Industry and for the Construction Industry, the Federal Environmental Protection Agency Standards and the applicable standards of the Virginia Department of Environmental Quality.

The Contractor shall provide, or cause to be provided, all technical expertise, qualified personnel, equipment, tools and material to safely accomplish the work specified to be performed by the Contractor and subcontractor(s).
The Contractor shall identify to the County Project Officer at least one on-site person who is the Contractor’s competent, qualified, and authorized person on the work site and who is, by training or experience, familiar with policies, regulations and standards applicable to the work being performed. The competent, qualified and authorized person must be capable of identifying existing and predictable hazards in the surroundings or working conditions which are unsanitary, hazardous or dangerous to employees, shall be capable of ensuring that applicable safety regulations are complied with, and shall have the authority and responsibility to take prompt corrective measures, which may include removal of the Contractor’s personnel from the work site.

The Contractor shall provide to the County, at the County’s request, a copy of the Contractor’s written safety policies and safety procedures applicable to the scope of work. Failure to provide this information within seven (7) days of the County’s request may result in cancellation of the award.

CONTRACT EXTENSION WITH PRICE ADJUSTMENTS NEGOTIATED UP TO CPI-U
This is a Contract with a Contract Term of ten (10) years. The Contract unit price(s) shall remain firm for the Initial Contract Term. The Contract unit price(s) for each Subsequent Contract Term, if the County elects to extend the Contract, shall be negotiated by the County and the Contractor. Increases in the price(s) for ensuing years shall not exceed the percentage of change in the U.S. Department of Labor, Consumer Price Index, All Items, Unadjusted, Urban Areas (CPI-U) for the twelve (12) month period ending in of each Contract Year.

If the Contractor and the County do not agree on a price using the procedure set forth above by the thirtieth (30th) day prior to the end of the initial Contract Term or the end of ensuing renewal term or terms, the County will terminate the Contract whether or not the County has previously elected to extend the term. The Contract unit price(s) changed as a result of this procedure shall become effective on the anniversary date of the Contract and shall be binding on the Contractor for the ensuing renewal term or terms.

ADJUSTMENTS FOR CHANGE IN SCOPE
The County may order changes in the work within the general scope of the work consisting of additions, deletions or other revisions. No claim may be made by the Contractor that the scope of the project or of the Contractor’s services has been changed requiring adjustments to the amount of compensation due the Contractor unless such adjustments have been made by a written amendment to the Contract signed by the County and the Contractor. If the Contractor believes that any particular work is not within the scope of the project or is a material change or otherwise will call for more compensation to the Contractor, the Contractor must immediately notify the Project Officer in writing of this belief. Within ten (10) days after any change or event which the Contractor believes calls for more compensation, the Contractor must provide to the Project Officer a proposal which sets forth the amount of additional compensation claimed, together with the basis therefor and supportive documentation for the amount. The Contractor will not be compensated for performing any work unless a proposal complying with this paragraph has been submitted in the time specified above and a written amendment has been signed by the County and the Contractor and a County purchase order is issued covering the cost of the services to be provided under the amendment. If the Project Officer believes that the work is within the scope of the Contract as written, the Contractor will be ordered to
continue work.

NONAPPROPRIATION
All funds for payments by the County under this Contract are subject to the availability of an annual appropriation for this purpose by the County Board of Arlington County. In the event of nonappropriation of funds by the County Board of Arlington County for the goods or services provided under this Contract or substitutes for such goods or services which are as advanced or more advanced in their technology, the County will terminate the Contract, without termination charge or other liability to the County, on the last day of the then current fiscal year or when the appropriation made for the then current year for the services covered by this Contract is spent, whichever event occurs first. If funds are not appropriated at any time for the continuation of this Contract, cancellation will be accepted by the Contractor on thirty (30) days prior written notice, but failure to give such notice shall be of no effect and the County Board of Arlington County shall not be obligated under this Contract beyond the date of termination.

TERMINATION FOR DEFAULT
The Contract will remain in force for the full period specified and until the County determines that all requirements and conditions have been satisfactorily met and the County has accepted the Work, and thereafter until the Contractor has met all requirements and conditions relating to the Work under the Contract Documents following the Initial Contract Term and all Subsequent Contract Terms, including warranty and guarantee periods. However, the County will have the right to terminate this Contract sooner if the Contractor has failed to perform satisfactorily the Work required, as determined by the County in its discretion.

In the event the County decides to terminate this Contract for failure to perform satisfactorily, the County will give the Contractor at least forty-five (45) days written notice before the termination takes effect. Such forty-five (45) day period will begin upon the mailing of notice by the County. If the Contractor fails to cure the default within the fifteen (15) days specified in the notice and the Contract is terminated for the Contractor's failure to provide satisfactory Contract performance, the Contractor will be entitled to receive compensation for all Contract services satisfactorily performed by the Contractor and allocable to the Contract and accepted by the County prior to such termination. However, an amount equal to all additional costs required to be expended by the County to complete the Work covered by the Contract, including costs of delay in completing the project, shall be either subtracted from any amount due the Contractor or charged to the Contractor in the event the County terminates the Contract.

Except as otherwise directed by the County, or in the case of termination for default (in which event the Contractor may be entitled to cure, at the option of the County), the Contractor shall stop Work on the date of receipt of notice of the termination or other date specified in the notice, place no further orders or subcontracts for materials, services, or facilities except as are necessary for the completion of such portion of the Work not terminated, and terminate all vendors and subcontracts and settle all outstanding liabilities and claims.
In the event any termination for default shall be found to be improper or invalid by any court of competent jurisdiction, then such termination shall be deemed to have been a termination for convenience.

**TERMINATION FOR THE CONVENIENCE OF THE COUNTY**

The performance of work under this Contract may be terminated by the Purchasing Agent in whole or in part whenever the Purchasing Agent shall determine that such termination is in the County's best interest. Any such termination shall be effected by the delivery to the Contractor of a written notice of termination at least ninety (90) days before the date of termination, specifying the extent to which performance of the work under this Contract is terminated and the date upon which such termination becomes effective.

After receipt of a notice of termination and except as otherwise directed the Contractor shall stop all work on the date of receipt of the notice of termination or other date specified in the notice; place no further orders or subcontracts for materials, services or facilities except as are necessary for the completion of such portion of the work not terminated; immediately transfer all documentation and paperwork for terminated work to the County; and terminate all vendors and subcontracts and settle all outstanding liabilities and claims.

**REQUIREMENTS CONTRACT (ESTIMATED QUANTITIES)**

During the Contract Term, the Contractor will furnish all of the items or services described in the Contract Documents. The Contractor understands and agrees that this is a requirements contract and the County will have no obligation to the Contractor if no items or services are required. Any quantities which are included in the Contract Documents are the present expectations of those who are planning for the County for the period of the contract. The amount is only an estimate and the Contractor understands and agrees that the County is under no obligation to the Contractor to buy any amount as a result of having provided this estimate or of having had any normal or otherwise measurable requirement in the past. The Contractor further understands that the County may require services in excess of the estimated annual Contract amount and that such excess shall not give rise to any claim for compensation other than at the unit prices in this Contract.

**INSURANCE REQUIREMENTS**

The Contractor shall provide to the County Purchasing Agent a Certificate of Insurance indicating that the Contractor has in force the coverage below prior to the start of any Work under this Contract. The Contractor agrees to maintain such insurance until the completion of this Contract. All required insurance coverages must be acquired from insurers authorized to do business in the Commonwealth of Virginia and acceptable to the County. The minimum insurance coverage shall be:

Workers Compensation - Virginia Statutory Workers Compensation (W/C) coverage including Virginia benefits and employers liability with limits of $100,000/100,000/500,000. The County will not accept W/C coverage issued by the Injured Worker's Insurance Fund, Towson, MD.

Commercial General Liability - $1,000,000 combined single limit coverage with $1,000,000 general aggregate covering all premises and
operations and including Personal Injury, Completed Operations, Contractual Liability, Independent Contractors, and Products Liability. The general aggregate limit shall apply to this Contract. Evidence of Contractual Liability coverage shall be typed on the certificate.

Additional Insured - Arlington County, its officers, elected and appointed officials, and employees shall be named as an additional insured in the Contractor's Commercial General Liability policy; evidence of the Additional Insured endorsement shall be typed on the certificate.

Cancellation - All insurance policies required hereunder shall be endorsed to include the following provision: "It is agreed that this policy is not subject to cancellation, non-renewal, material change, or reduction in coverage until thirty (30) days prior written notice has been given to the Purchasing Agent, Arlington County, Virginia." Therefore, the words "endeavor to" and "but failure to mail such notice shall impose no obligation of liability of any kind upon the company, its agents or representatives" are to be eliminated from the cancellation provision of standard ACORD certificates of insurance.

Contract Identification - The insurance certificate shall state this Contract's number and title.

Business Automobile Liability - $500,000 Combined Single Limit (Owned, non-owned and hired).

The Contractor assumes all risks for direct and indirect damage or injury to the property or persons used or employed on or in connection with the Work contracted for, and of all damage or injury to any person or property wherever located, resulting from any action, omission, commission or operation under the Contract.

No acceptance or approval of any insurance by the County shall be construed as relieving or excusing the Contractor from any liability or obligation imposed upon the Contractor by the provisions of the Contract Documents.

The Contractor shall be responsible for the Work performed under the Contract Documents and every part thereof, and for all materials, tools, equipment, appliances, and property of any description used in connection with the Work. The Contractor shall be as fully responsible to the County for the acts and omissions of its subcontractors and of persons employed by them as it is for acts and omissions of persons directly employed by it.

Notwithstanding any of the above, the Contractor may satisfy its obligations under this section by means of self insurance for all or any part of the insurance required, provided that the alternative coverages are submitted to and acceptable to the County.

NONEXCLUSIVITY OF REMEDIES

All remedies available to the County under this contract are cumulative and no such remedy shall be exclusive of any other remedy available to the County at law or in equity.
AMENDMENTS
This Contract shall not be amended except by written amendment executed by persons duly authorized to bind the Contractor and the County.

SEVERABILITY
The sections, paragraphs, sentences, clauses and phrases of this Contract are severable, and if any phrase, clause, sentence, paragraph or section of this Contract shall be declared invalid by the valid judgement or decree of a court of competent jurisdiction, such invalidity shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this Contract.

WITNESS these signatures:

THE COUNTY BOARD OF ARLINGTON COUNTY, VIRGINIA

AUTHORIZED SIGNATURE:

NAME AND TITLE: RICHARD D. MARREY, JR. PURCHASING AGENT

DATE: 7/29/03

FOR: ARLINGTON COUNTY PUBLIC SCHOOLS

RICHARD DAVIS PURCHASING AGENT

SIGNATURE

DATE 7/29/03

ACCUTECH SYSTEMS, INC.

TAXPAYER ID NUMBER, EIN: 52-1761309

AUTHORIZED SIGNATURE:

NAME AND TITLE: Timothy S. Miller, President

DATE: 7/25/03
EXHIBIT A

SCOPES OF SERVICES

1. GENERAL

1.1. SCOPE

The Contractor shall furnish, install, monitor, inspect, service and maintain Electronic Security Systems ("System" or "Systems") at Arlington County (County) and Arlington County Public Schools (ACPS) facilities. Additionally, the Contractor shall integrate employee picture identification/badging system for use with the existing electronic card access system to be compatible with all new systems required by the County.

The requirements noted below identify the minimum County's and ACPS's requirements. It shall be the Contractor's responsibility to provide sufficient services to fulfill the purposes of the work.

Upon execution of this contract, the County will transfer to the Contractor the monitoring and maintenance of the 35 existing Systems in various County buildings and facilities. ACPS will transfer to the Contractor for monitoring and testing of the existing 42 facility and 47 equipment monitoring Systems in the various ACPS buildings and facilities. Contractor shall provide all necessary services to transfer all monitoring and service related to the Systems at all facilities as specified. Additionally, upon inspection and evaluation of the Systems at the existing facilities, the Contractor shall provide to the County Project Officer design(s) and proposal(s) to facilitate the upgrade, perform preventative maintenance and inspections of facilities to provide consistently operating and regularly maintained Systems to meet the specifications described herein. At a minimum, the Contractor shall provide installation, servicing, preventative maintenance, inspections and monitoring, as appropriate, on the following existing County/ACPS owned intrusion, fire, duress, CCTV, and electronic card access Security Systems equipment:

1. Radionics Detection Systems (Bosch Security Systems)
2. Northern Computers
3. Wiegand Systems (HID)
4. Indala (HID)
5. Dual Tec (IntelliSense)
6. Adamsco
7. Aiphone
8. Kalatel
9. Pelco
10. Perimeter Products
11. Silent Witness
12. Inovonics

The Contractor shall start the Work by providing all services needed to transfer the monitoring of all existing Systems located at County/ACPS facilities. The Contractor shall evaluate all existing Systems, document equipment and coverage currently in place, and operating condition of all Systems covered by this contract. The System transfer
and evaluation process shall be performed at Contract Labor Rates.

Upon completion of the Systems evaluation and assessment, Contractor shall provide to the County Project Officer a detailed proposal to address the recommended upgrade/replacement, or other recommendation, of all necessary System components and/or infrastructure and provide recommended scope of work to bring the existing Systems to County standards specified within the scope of this Contract with the intent of having each and all County/ACPS owned Systems with consistent operating system configurations and scope of coverage, along with the appropriate inspection and preventative maintenance programs. From submitted, detailed proposal County/ACPS may elect to initiate upgrade process at the Contract Labor Rates and parts/equipment discounts specified in the contract.

1.2. REFERENCE STANDARDS

1.2.1. Reference standards or recommended practices referred to herein shall be the latest edition or revision of the item referenced.

1.2.2. Equipment and materials for which there are Underwriter's Laboratories (UL) standard testing requirements or listings shall have the appropriate UL label indicating compliance with the UL requirements.

1.2.3. Equipment and materials for which there are American National Standards Institute (ANSI) standard testing requirements or listings shall have the appropriate ANSI label indicating compliance with the ANSI requirements.

1.2.4. Systems shall be designed, manufactured, tested and installed in accordance with NFPA 70 (National Electrical Code / NEC), state codes, local codes, requirements of Authorities Having Jurisdiction (AHJ), and in particular:

1. SBCCI (Southern Building Code Congress International) requirements
2. ADA (Americans with Disabilities Act, Public Law 101-336) requirements
4. NSPAA (National Burglar & Fire Alarm Association) standards
5. Manufacturer's requirements
6. Standard industry practices
7. HIPAA (Health Insurance Portability and Accountability Act) requirements

In the event that any codes disagree with one another, or are in conflict, the Contractor shall use the more restrictive code.

1.3. DEFINITIONS

1.3.1. 24-Hour Zone is a zone that is always active.

1.3.2. Access Control is the method of regulating or restricting personnel movement in an area to those personnel previously authorized to be there.
1.3.3. Accessible components or devices are those which are readily available to unauthorized personnel and which may be vulnerable to tampering or compromise. Components or devices are considered accessible if they are:

a) Located lower than ten feet from the floor on a finished or unfinished wall inside a building.

b) Mounted to the finished surface of a suspended ceiling inside a building.

c) Mounted on the exterior surface of a building.

d) Mounted to any surface or structure outside a building.

Note: Components or devices that are located completely inside a locked enclosure or which are normally concealed by building structure are generally considered to be inaccessible.

1.3.4. Any is a generic term used for a person or organization that has some form of joint sovereignty. This term is commonly used to refer to local governments or local/state Fire Marshall or Building Inspectors.

1.3.5. Alarm Point is a connection to an alarm input on the alarm control panel. Alarm points are always normally-closed contact devices (contacts open on alarm.) Each alarm point has a unique identity on the panel and may be custom programmed.

1.3.6. Anti-Passback is a system designed to prevent or discourage a user from using a card to gain entry and then pass the same card back to another to allow them entry.

1.3.7. Card Access is a method used to provide access control at designated doors. The County and ACPS use proximity and magnetic swipe cards.

1.3.8. Central Monitoring Station (CMS) is a business in which alarms are signaled automatically to, recorded, maintained and supervised from a central location having trained operators in attendance at all times.

1.3.9. Close is the act of arming a security system.

1.3.10. Commercial Power Outage refers to the condition where a reduction of available commercially provided voltage at the load does not permit the equipment to function as designed.

1.3.11. Control refers to either a magnetic switch assembly used to detect door status or to a relay output from alarm initiation devices, security control panels or fire alarm control panels.

1.3.12. Controllers, both access control and alarm input, are
microprocessor-based, digital technology and distributed intelligence architecture. Controllers collect data from the field devices and provide the information to the file server and operate independently of one another with all database information stored at the control panel level.

1.3.13. Control Panel is the part of a security system that handles control and communication and to which initiating devices are connected. The Control Panel will seize the connected telephone line, dial a predesignated number to connect to the Central Monitoring Station, and transmit signals indicating a status change of the initiating device.

1.3.14. Closed Circuit means that the camera image is displayed via a complete or closed path from the camera to a specific display and/or recording device.

1.3.15. Delayed Zone is a zone configured to provide a time delay, when activated, before an alarm is generated.

1.3.16. Door Open Time is the time allowed for a controlled door to remain open after a valid entry. At the expiration of this time, the system records a transaction that may be defined as an alarm. If the alarm bypass relay were used, it would also de-energize at this time.

1.3.17. Drop # refers to the room(s) or location(s) housing the RTU, PIP and associated equipment serving the building or a major area of the building. The security head end equipment generally requires ten (10) feet of unobstructed wall space and a minimum five (5) foot clearance for equipment access. The head end may share space with telecommunications equipment if necessary.

1.3.18. Durress is the presence of one or more persons trying to force an individual to enter a facility against the individual’s will.

1.3.19. Electronic Digital Locks is a method used to provide access control at some doors. The County and ACPs use a stand-alone, fully keypad programmable type for all applications. The lever set complies with the 1992 Americans with Disability Act and is equipped with key override.

1.3.20. Electric Strike refers to a method of automatic opening and securing a door with a strike plate that retracts into the door jamb allowing the door to open in conjunction with an electronic card reader.

1.3.21. Embarrassment Alarm is a local door annunciation assembly used to control the use of certain doors by authorized or unauthorized personnel. This assembly includes a local sounder that can be bypassed through the system software.

1.3.22. Emergency Power refers to electrical supply circuits that continue to provide power in the event of a commercial power outage. Emergency power may be supplied by generator.
or UPS and may be momentarily interrupted during the transition from commercial power to emergency power.

1.3.23. Entry/Exit Zone is a delayed zone on the protected premises. These zones are usually associated with perimeter devices although interior devices or zones may be "followers" to the perimeter devices.

1.3.24. Fail-Safe is when, on loss of power, access points automatically electronically unlock thereby allowing free access. The card access system would automatically be notified of a device malfunction or loss of power. Power is applied constantly to the lock hence the door is unlocked when power is lost. Also known as "fail open". In all cases free egress must be maintained. Doors using Fail Safe mode must be rated for Continuous Duty.

1.3.25. Fail Secure is when, on loss of power, access points remain mechanically locked. The card access system would automatically be notified of a device malfunction or loss of power. Provision should be made to allow for manual unlocking of the door hardware by using a key. Power is sent to the lock to unlock and in the event of power failure the door remains locked and requires a manual unlock (override) until the power is restored. In all cases free egress must be maintained.

1.3.26. FIP is a Field Interface Panel that is the termination point (usually a locked enclosure) for copper and fiber optic cable entering and/or leaving a facility. Only the County and ACPS use the cable in a FIP and the door to the FIP enclosure is always monitored as an alarm point. The FIP always requires a dedicated quad receptacle with 115 VAC emergency power mounted inside the enclosure. The FIP must be tampered.

1.3.27. Follower Zone is a non entry/exit zone, typically an interior zone located on an entry/exit path, that is treated as an entry/exit zone during an Entry or Exit delay time.

1.3.28. Homeward cable and conduit must be separate from other cable and conduit runs for their entire length. Devices required being homeward to a FIP or RTU (see definitions) must use a separate conduit system and cable from each device back to the FIP or RTU. No splices of any kind are permitted in any cable used in a Security System.

1.3.29. Inaccessible components or devices are those that are located completely inside another locked enclosure or which are normally concealed by building structure are generally considered to be inaccessible.

1.3.30. Magnetic Lock is a locking device that consists of a metal plate that is fastened to the door and an electromagnet is attached to the door frame. When the electromagnet is energized, it holds the plate, and by extension, the door
to which it is attached, together.

1.3.31. Open is the act of disarming the intrusion system.

1.3.32. Partition is a defined area within the security system that can be armed or disarmed independent of the other areas, but is operated under a single system control. (Dedicated or shared user interfaces may be used to operate a system.)

1.3.33. Point is an electronically addressable sensor, sometimes used interchangeably with the term's sensor or device.

1.3.34. Protected indicates the area which requires the greater degree of security or the higher level of restriction. Details of door contacts and other security devices should always indicate which side is the protected side.

1.3.35. Reader is the card access assembly that detects the presence of an access control card presented by an individual and transmits the card data to the associated card access controller.

1.3.36. Remote Terminal Unit (RTU). An RTU is the termination point for alarm monitoring and low-voltage power supply cables servicing the building or major area of the building. Only the County and ACPS may use the cables in an RTU. The door to the RTU enclosure is always monitored as an alarm point. The RTU is the point of homerun termination for all security devices and components in the area it serves. (Exception: All video and camera control signals are routed to the FIP.) The RTU must be large enough to accommodate the Security System devices that receive the alarm point inputs and must be a locked enclosure. The RTU always requires a dedicated quad receptacle with 115 VAC emergency power mounted inside the enclosure.

1.3.37. Request To Exit (RTE) is a device that allows egress through an access control door without setting off an alarm by providing input to the access control system authorizing the egress.

1.3.38. Strike is a plate mortised into or mounted on the doorjamb to accept and restrain a bolt when the door is closed. (Also known as a "keeper")

1.3.39. Tampered indicates that the device or enclosure has been provided with a switch which reports to the County and ACPS Security System as an alarm point. Removal or opening of the component will immediately transmit an alarm to security personnel. All FIP's, RTU's, and similar equipment enclosures must be tampered.

1.3.40. Tamperproof refers to the use of screws or fasteners that cannot be removed with readily available hand tools. The County and ACPS use spanner-type screws to tamperproof all accessible junction boxes, key switches and similar
1.3.41. Unprotected indicates the area which requires the lesser degree of security or the lower level of restriction. Details of door contacts and other security devices should always indicate which is the unprotected side.

1.3.42. UPS Power refers to electrical supply circuits that continue to provide power in the event of a commercial power outage. UPS power differs from emergency power in that it is not momentarily interrupted during the transition from commercial power to emergency power. (Note: The County and ACPS do not normally provide separate UPS systems for the security components.)

1.3.43. Zone is a dedicated input to the control panel containing one or more sensor devices which will trip that input upon activation of any one sensor device.

1.4. CONTRACTOR QUALIFICATIONS

1.4.1. Due to the nature of the work covered by this contract, in addition to the various certification requirements set forth in the solicitation documents, County staff will evaluate the ability of any Offeror considered for award of this contract to assure that the Offeror has the necessary facilities and abilities to furnish the services specified herein in a satisfactory manner. Access to Intrusion system specifications and construction documents will be provided to the Contractor only after County's completion of such evaluation.

1.4.2. The County and ACPS realize that the Contractor is an expert in the installation of Intrusion Systems. Therefore, it is the responsibility of the Contractor to effect a properly functioning and safe Intrusion Systems. This responsibility shall include any items that may or may not be specifically noted in this document.

1.4.3. The Contractor shall:

1.4.3.1. Act as an independent Contractor and not as an agent or employee of the County and ACPS.

1.4.3.2. Be solely responsible for compliance with all applicable laws governing the employment of its employees and for Contractor's own acts and those of Contractor's employees, agents and contractors during the performance of Contractor's obligations hereunder.

1.4.3.3. Be responsible for all taxes, permits or other fees imposed due to the work of the Contractor.

1.4.3.4. Execute a Confidentiality Agreement (see Attachment 1) with the County and ACPS prior to the start of any work.

1.4.3.5. Be regularly engaged in installing security and related
components, and shall have been engaged in such work for a period of not less than three (3) years prior to submittal of this proposal.

1.4.3.6. At the time of submission of their proposal be licensed by the Virginia Department of Criminal Justice Services (DCJS). Offerors who have this license pending, will not be considered for award of this contract.

1.4.3.7. At the time of submission of their proposal, be licensed by the State of Virginia as an Electrical Contractor. Offerors who have this license pending, will not be considered for award of this contract.

1.4.3.8. Include in the proposal copies of the DCJS and Electrical Contractor licenses.

1.4.3.9. All personnel employed by the Contractor shall be registered with the appropriate levels of State or Municipal Licensing Board as provided for by current Virginia State statutes.

1.4.3.10. Include in the proposal a copy of Offeror’s current business license as issued by the State of Virginia.

1.4.3.11. Contractor shall immediately notify the County and ACPS, in writing, of any Judgment, Disqualification, Permit Revocation or any other similar action taken against the Contractor by any legitimate Regulating Authority or Licensing Agency that may occur during the course of the work that the Contractor performs for the County and ACPS.

1.4.3.12. Provide upon request the contact person name, and location of a similar project which would be available for inspection by the County and ACPS in order to verify the competency of the Contractor to perform within the scope of this project.

1.5. NEW/UPGRADE WORK ASSIGNMENTS

1.5.1. The County and/or ACPS will provide to the Contractor for any new system to be added to the Contract, or for an upgrade of any existing system, specifications for such new system and description of services required. The Contractor shall inspect the facility and test any security system already in place. The Contractor shall then prepare and provide to the Project Officer a written estimate based on the contract unit prices and labor rates. Such proposal shall include the following:

a. Description and cost to install the new system. If a modification of any existing system is required, description and cost of such modification.

b. Description and cost to install any upgrades of an existing system to meet additional requirements specified by the County or ACPS.

c. A fixed monthly cost to provide preventive maintenance,
repairs, and replacement parts necessary to maintain the system.

d. A description of the system's existing or recommended schedule for manual testing, inspection and maintenance, and a method to record all such testing and inspections.

e. A proposed Central Monitoring Agreement and the monthly cost for that service.

f. Estimate of the total time to install, repair or modify the system and bring it on line at the Central Monitoring Station.

Lump sum proposals for this work will not be accepted.

The County and ACPS will evaluate each proposal received. The County and ACPS reserve the right to negotiate with the Contractor any proposal deemed excessive. If such negotiations do not result in a proposal acceptable to the County or ACPS, the County and ACPS reserve the right to solicit proposals for provision and installation of such new systems from other sources. However, the maintenance and monitoring of any such new system shall be performed by the Contractor.

Upon acceptance of Contractor's proposal, the County or ACPS, will issue a separate Purchase Order for any such new system or upgrade of an existing system. The Contractor shall, upon receipt of the Purchase Order, proceed with the installation and monitoring.

1.5.2. The provisions of the following Sections 1.6 through 3.4 are applicable for the provision, installation, maintenance, and monitoring of any new system and/or of any upgrade of an existing system.

1.6. DOCUMENT PREPARATION AND CONTROL

1.6.1. All design guides, design development documents, construction drawings and record drawings are extremely confidential. Access to these documents shall be restricted to authorized County and ACPS personnel and the Contractor. Parties receiving these documents shall take every reasonable precaution to protect these documents from unauthorized access.

1.6.2. Drawings and documents relating to this project which are no longer required shall be disposed of by complete destruction. The Contractor shall provide to the County and/or ACPS a certificate of destruction of such documents.

1.6.3. Distribution of any Section of these specifications to other persons or companies shall not be made without prior written approval of the County and ACPS.

1.7. SUBMITTALS

1.7.1. The Contractor shall submit, with each proposal for new system or an upgrade of an existing system the submittal documentation specified below. The appropriate County or
ACPS Project Officer will review the submittals. The review of submittals shall not be interpreted as a checking of detailed dimensions or approval of deviations from contract documents.

1.7.2. Within thirty (30) calendar days of completion of a work assignment, the Contractor shall provide the following submittal documentation:

1.7.2.1. Layout drawings for all Intrusion and related components in the project. The layout drawings shall indicate in detail the labeling of each component including any electrical connections, power supplies, terminal strips, switches or other similar components.

1.7.2.2. Shop drawings to include point-to-point wiring diagrams for each building. Point-to-point diagrams shall detail each device location and all associated wire runs.

1.7.2.3. Manufacturer's product data sheets for all equipment and components provided for in this project. Data sheets shall include equipment specifications, code compliance and listings, certifications and other pertinent information as required for proper evaluation.

1.7.2.4. Detailed descriptions of all equipment locations, coverage areas and mounting particulars.

1.7.2.5. A schedule of the electrical requirements for the proposed equipment.

1.7.2.6. Where AC or DC power supplies are used for Class 1, 2, or 3 Power-Limited Circuits as defined in NEC Article 725, the Contractor shall provide evidence that the power capacity is sufficient for the proper operation of the powered devices under maximum load. Detailed calculations of the power requirements shall be acceptable for this purpose.

1.7.2.7. A description of any coordination efforts that have been made or need to be made, either by the contractor, owner or any other party, for the installation to proceed on schedule in the manner described.

1.8 SERVICES PROVIDED BY OTHERS

1.8.1. The County and ACPS will provide and maintain telephone services to all monitored facilities. These include access to trunk telephone lines meeting applicable code requirements for the connection to and transmission of signals originated in the on-site electronic security system to a Central Monitoring Station. These telephone services include local, but do not include long distance toll charges.

1.8.2. ACPS reserves the right to perform routine testing, maintenance and simple repairs. The County and ACPS will maintain a written record of all such activities at each site, accessible to the Contractor.

1.8.3. In several existing facilities fire detection/suppression
systems and access control or other security systems have been, or may be, installed and maintained by others. These systems will be transferred to the Contractor for maintenance and monitoring. Contractor may be required to provide additional equipment and software required for the transmission of alarm and trouble signals to the Contractor’s monitoring station(s) and central station monitoring of other equipment. Offerors shall provide in their proposal identification and cost of any such additional equipment or software the County would be required to obtain.

2. INSTALLATION

2.1. SCOPE

2.1.1. This section provides requirements for an Electronic Access Control system, maintenance and monitoring for a County and ACPS facility. Detailed design, construction documents, scope of work or other supplementary data may be attached to this document to provide the Contractor with additional information pertinent to a specific site or project.

2.1.2. The requirements noted in this document shall be understood to be the minimum County and ACPS requirements. These requirements shall be expanded by the Contractor as necessary to ensure fully functioning system however, a written approval from the County or ACPS must be obtained prior to deleting or revising a requirement contained herein.

2.1.3. It shall be the responsibility of the Contractor to verify the system design with the local AHJ.

2.1.4. The County and ACPS shall make final approval of the Electronic Access Control system design and its suitability for the application. The Contractor should seek design input and comments from the County or ACPS at all design stages.

2.1.5. Provide electronic door hardware at access control doors. Door hardware shall consist of an electrified locking device, electric hinge or similar transfer device, lock power supply, and associated hardware required for installation. Doors that are not designated as access control doors do not require electronic door hardware, but certain doors may be required to be provided with conduit or raceway in anticipation of the addition of electronic door hardware at some future point.

2.2. PURPOSE

2.2.1. An Electronic Access Control system is designed to control access to and provide an audit trail of personnel entering a building or a specific area of a building. One of the primary goals is to prevent or deter unauthorized entry while allowing freedom of movement for employees and other authorized visitors.
2.3. **GENERAL**

2.3.1. The specifications and the drawings provided to the Contractor with the work assignment represent an outline of the desired system. Ensuring the compatibility of the equipment described is the responsibility of the Contractor. These documents are not intended to list all parts, interfaces and miscellaneous equipment that may be needed. It is the responsibility of the Contractor to identify and provide the work, equipment, and parts necessary to provide a properly functioning system.

2.3.2. All work shall be completed in a neat, organized and professional manner.

2.3.3. The Contractor shall provide all wiring, connectors, power supplies, interfaces and other hardware as necessary to effect a normally operating system.

2.3.4. Compression type terminal strips shall be used whenever terminations are made at points other than on the components. There shall be no splices in any cable except where necessary to interface with pre-wired devices. Repairs to damaged cables or extending cables by splicing will not be permitted. The Contractor shall be responsible for all materials and labor necessary to replace cables that have been installed improperly or damaged in installation.

2.3.5. The Contractor shall provide at least two tools to the County and ACPS to remove tamper proof screws for service. Tamper resistant fasteners shall be such that they cannot be removed without special computer designed wrenches provided for that specific purpose by the manufacturer. Allen head, Phillips head, torque and other similar fasteners shall not be acceptable.

2.3.6. Lightning and surge protection shall be provided as required by industry standards and the manufacturer's recommendation.

2.3.7. Color-coding shall be used on all wiring and cabling and shall be used in a consistent manner.

2.3.8. The Contractor shall provide all incidental conduit, boxes, enclosures, wiring, 120 VAC power extensions, terminations, materials and connections to all equipment unless specified as being provided by others.

2.3.9. Connections of all equipment and devices shall be made in the manner recommended by the manufacturer and must meet the approval of the County and ACPS as a condition of the acceptance of this project.

2.3.10. The Contractor shall be responsible for all materials and labor necessary to replace any components that have been
improperly installed or damaged during installation.

2.3.11. A separate suitable ground wire shall be connected to all lightning protection devices installed.

2.3.12. System components and control devices shall be wired to the appropriate RTU or FIP as hom runs.

2.3.13. Controllers, power supplies and similar components shall always be installed in a secure room or area (phone or electrical closet, above ceiling and other similar locations).

2.3.14. When installed such that components are exposed to environmental effects such as rain, snow or other inclement weather conditions, all fixtures and other equipment should be protected from a deterioration of the system due to weather related causes.

2.3.15. Alarm point wiring shall be minimum 18 AWG twisted-pair shielded or as specified by manufacturer's published installation procedures, whichever is the more stringent specification. Jacket material shall be suitable for the application.

2.3.16. All alarm inputs shall be configured as normally closed loops.

2.3.17. Programming of any existing security or access control system and new system components necessary to provide a fully operational system shall be included in the scope of this work.

2.3.18. Supervised inputs shall be supervised by installing the end-of-line device as close to the input device as possible. End-of-line devices shall not be located at the controller inputs or inside the control enclosure(s).

2.3.19. Recessed contacts shall match the color of the surrounding surface as closely as practical. White contacts shall be used in aluminum or light-colored door frames. Brown contacts shall be used in bronze or dark-colored door frames.

2.3.20. End-of-line devices shall be located at the initiating device as described in the manufacturer's installation instructions.

2.3.21. Electronic Access Control system wiring shall not be run in the same conduit with Class 1, power or lighting circuits.

2.3.22. Conduit, PVC or other similar method shall be used to protect the telephone line, at the demarcation point, against casual or inadvertent damage.

2.3.23. Lightening and surge protection shall be provided at points of connection to the telephone system.

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2.3.24. All zones shall report separately in a format which permits distinguishing individual zones and their conditions.

2.4. MATERIALS

2.4.1. Quality Assurance

2.4.1.1. Materials and equipment shall be new, unused and conform to grade, quality and standards specified.

2.4.1.2. Materials and equipment shall be of the most recent version or production design available at the time of installation.

2.4.1.3. Substitution of other Manufacturers / Vendors products for those specified shall not be permitted without prior review and written approval by the County and ACPS.

2.4.1.4. Any firewall penetrations must be sealed with 2-hour intumescent UL approved firestop material. U.L. Penetration Detail Diagrams shall be available on site for review by the Building Inspector. In all cases the seal must meet the applicable fire code.

2.4.1.5. Any holes or visible damage created while retrofitting hardware will be properly corrected and patched to the Owner's satisfaction.

2.4.1.6. Doors shall be designed as fail-secure unless otherwise directed.

2.4.2. Cable and Conductors

2.4.2.1. Alarm point wiring and interconnect wiring between system components shall be minimum 18 AWG shielded twisted-pair or as specified by manufacturer’s published installation procedures. Jacket material shall be suitable for the application.

2.4.2.2. Data communications wiring between the card access controller and the card reader shall be wired as homewires or as specified by the manufacturers published installation procedures.

2.4.2.3. All jacket material used shall be suitable for the application in which it is to be used.

2.4.2.4. All wiring shall be installed as specified by the manufacturer’s published procedures.

2.4.2.5. Coaxial cable shall be minimum RG-59 with solid copper center conductor and with copper braid shield providing not less than 90% coverage.

2.4.2.6. Coaxial cable connectors shall be permanently fastened to the cable with a crimp-type connection. Screw-on or “speed” connections shall not be acceptable.
2.4.2.7. Cable installed in exterior duct banks shall be suitable for direct burial, with an overall foil shield and water- and UV-resistant jacket. The cable shall be filled to prevent the entry of moisture between the conductors.

2.4.2.8. Low-voltage power supply wiring to alarm devices shall be minimum 18 AWG shielded twisted-pair or as specified by manufacturer's published installation procedures. Jacket material shall be suitable for the application.

2.4.2.9. Color-coding shall be used on all wiring and cabling and shall be used in a consistent manner.

2.4.2.10. When mechanical means of connecting wires do not otherwise exist (e.g. pre-wired devices), the connection may be made by twisting, "hot" soldering and covering the connection with listed electrical tape or secured with either a crimp or solder type spade lug. Solderless crimp connectors shall be crimped only with a tool recommended by the manufacturer.

2.4.2.11. Pulling Cable

2.4.2.11.1. Swivel type pulling grips shall be used for all cable pulls to avoid cable twisting.

2.4.2.11.2. The manufacturer's recommended maximum pulling tension shall not be exceeded during any cable pull. A tensiometer shall be used during installation to monitor pulling tension.

2.4.2.11.3. Pulling winches with a calibrated maximum tension setting may be used in lieu of a tensiometer. Hand pulls do not require tension monitoring.

2.4.2.11.4. Equal pulling tension shall be applied to all cables pulled during the cable pull.

2.4.2.11.5. The manufacturer's rated minimum cable bend radius requirements shall be followed both while the cable is under pulling tension and while the cable is in a non-tension (operating) condition.

2.4.2.11.6. No residual tension shall remain on any cable after installation except the weight of the cable in a vertical rise.

2.4.2.11.7. Care shall be taken when dressing cables such that manufacturer's tension and minimum bend radius requirements are maintained.

2.4.3. Hardware

2.4.3.1. Miscellaneous hardware required for installation shall be suitable for the purpose for which it is used. Hardware
includes such items as nuts, bolts, screws, washers, miscellaneous fasteners, terminals, terminal strips, tie wraps and other related parts.

2.4.3.2. Manufacturer’s specific requirements on hardware or other components shall be adhered to.

2.4.3.3. The finish on all hardware and fasteners shall be suitable for the environment in which it will be used and shall be selected to minimize corrosion or deterioration due to moisture, sunlight, temperature extremes and other similar environmental concerns.

2.4.4. Painting and Finish

2.4.4.1. All surfaces to be painted shall be prepared and cleaned in compliance with the paint manufacturer’s instructions for surface conditions and as herein specified. Do not apply paint over dirt, rust, scale, grease, moisture, scuffed surfaces or conditions otherwise detrimental to a durable and uniform finish. Do not paint over any code-required labels, such as Underwriters’ Laboratories and Factory Mutual, or any component identification, performance rating, name or nomenclature plates.

2.4.4.2. Where the surface has been prime coated by the manufacturer, recoat the primed surface where there is evidence of suction spots or other unsealed areas due to insufficient sealing. Equipment primed by the manufacturer which exhibits evidence of having been improperly stored or exposed to the effects of weather shall have the primer coat removed and be prepared and painted as if it had not been primed.

2.4.4.3. Where the surface is ferrous metal, the minimum acceptable degree of surface preparation shall be as indicated in the schedule by the applicable SSPC specification number. The bottom coat shall be a rust penetrating or encapsulating oil-based primer. If the surface is galvanized, the surface shall be solvent cleaned and the bottom coat shall be an oil-based primer.

2.4.4.4. Where the surface is aluminum or other nonferrous metal, the surface shall be solvent cleaned and the bottom coat shall be an oil-based primer.

Where the surface is non-metallic and has not been primed by the fabricator, the bottom coat shall be a latex acrylic primer and shall be selected for maximum adhesion to the substrate. The primer selected shall contain no oils or solvents that will damage the substrate and shall be an appropriate base for the finish coats.

2.4.4.5. The second and third coats shall be a quick-drying enamel with a satin finish. A minimum of two separate coats shall be applied over the bottom coat, allowing sufficient time between coats for uniform curing of the paint. Additional
coats shall be applied as required to provide an opaque, smooth surface of uniform finish, color, appearance and coverage.

2.4.5. Software

2.4.5.1. Software shall be new and the most recent version of production design available at the time of installation.

2.4.5.2. Where software licensing is required, the software shall be licensed directly to the County or ACPS with automatic notification being made directly to the County and ACPS of any patches, upgrades or other issues affecting the operation of the system. Any annual fees required by the software manufacturer or other entity for usage, updates, licensing or other similar reasons will be paid directly by the County and ACPS.

2.4.5.3. The Contractor shall provide a copy of the software on electronic media to the County and ACPS prior to system acceptance.

2.4.6. Cabinets and Boxes

2.4.6.1. Tamperproof screws shall be used on all cabinets, boxes and other similar enclosures that are easily accessible by employees or the general public.

2.4.6.2. All enclosures containing electronic equipment or bypass switches shall have a permanent, engraved label affixed to the front of each enclosure to show which device, point or area it controls.

2.4.6.3. Cabinets and enclosures containing Intrusion system components shall be provided with tamper switches. The tamper switches shall report an alarm condition to the security system if the enclosure is opened. Cabinets and enclosures that contain only cable do not require tamper switches if attempts to damage or compromise the cables would generate an alarm or trouble condition.

2.4.6.4. Cabinets, boxes and other similar enclosures containing control components or cabling and which are easily accessible to employees or the general public shall also be provided with an integral lock or a hasp for a padlock. The County and ACPS shall provide any required padlocks.

2.4.6.5. Any cabinet, box or other enclosure that is mounted above a ceiling, or is mounted more than ten (10) feet above the floor in an interior location, may be deemed as being inaccessible to employees or the general public.

Labeling

2.4.6.6. All enclosures containing electronic equipment or bypass switches shall have a permanent, engraved label affixed to the front of each enclosure to show which device, point or
area it controls (e.g. Computer Room, Door #7, Side Door, etc.)

2.4.6.7. The Security Contractor shall provide consistent labeling and numbering required for all components and wiring for the project.

2.4.6.8. Each terminal strip and screw terminal in each cabinet, rack or panel shall be individually labeled.

2.4.6.9. Wiring conductors connected to terminal strips shall be individually numbered and each cable or wiring group being extended from a panel or cabinet to a building mounted device shall be identified with the name and number of the particular device as shown.

2.4.6.10. Each wire connected to building mounted devices shall not be required to be numbered at the device if the color of the wire is consistent with the associated wire connected and numbered within the panel or cabinet.

2.4.6.11. Cable must be labeled at both ends as well as in junction boxes.

2.4.7. Power Supplies

2.4.7.1. All power supply equipment (batteries, battery chargers, rectifiers, switching facilities, transformers, voltage regulators, emergency generating equipment and other similar devices) shall be installed in accordance with the requirements of NFPA 70 (National Electrical Code / NEC) for such equipment, except as otherwise noted in this solicitation.

2.4.7.2. All low-voltage power supply equipment, wiring, and installation shall be in accordance with the specific requirements of Article 725 of the NEC, except where otherwise noted in this document.

2.4.7.3. Where multiple devices are powered from a single low-voltage AC or DC power supply, each leg of the supply circuit to each device shall be provided with overcurrent protection. The intent of this design is to reduce the likelihood that damage to a single device could render other devices inoperative by damaging the common power supply. Permanently mounted fuse-blocks are preferred for overcurrent protection.

2.4.7.4. The primaries of low-voltage power transformers may be hardwired directly to an electrical circuit, using SJ or other appropriate flexible cord to connect to a standard receptacle, or plug directly into a receptacle. Where a receptacle is used to make the connection, the receptacle shall be inside a secure enclosure to prevent tampering. Where transformers are provided with a retaining screw or strap, this device shall be used.

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2.4.7.5. Where batteries are used as the secondary power supply, the batteries should be sealed lead-acid or gelled electrolyte construction. Batteries should have a minimum estimated operating life of not less than five years under normal operating conditions. The manufacturer, type, size, capacity, model number and recommended schedule of replacement shall be included in the required system O&M manuals described elsewhere in this document.

2.4.7.6. Where system design permits, low-voltage power supplies shall be remotely monitored for AC and battery status. The failure of a low-voltage power supply shall create a supervisory or trouble condition on at least one system device, which will immediately generate a response to determine the source of the problem.

2.4.7.7. Low-voltage power supply wiring to alarm devices and electronic door locks shall be minimum 18 AWG twisted-pair or as specified by manufacturer's published installation procedures. Jacket material shall be suitable for the application.

2.4.7.8. Controllers, power supplies and similar components shall always be installed in a secure room or area (phone or electrical closet, above ceiling and other similar locations).

2.4.7.9. Low-voltage power supply wiring to alarm devices and electronic door locks shall be minimum 18 AWG twisted-pair or as specified by manufacturer's published installation procedures. Jacket material shall be suitable for the application.

2.4.7.10. Wiring between a battery or power supply to an audible signal shall be of sufficient gauge to keep the voltage drop below 15%. The voltage measured at the device shall not drop below the manufacturer's specifications including when operating on standby power.

2.4.7.11. The standby power supply shall cause a local annunciation when standby power falls below the manufacturer's recommended specifications.

2.4.8. Conduit

2.4.8.1. Wiring and cabling should be in conduit and all conduit installation shall conform to the County electrical standards. Color-coding shall be used throughout for all wiring and cabling. Plenum cable is allowed in areas where applicable.

2.4.8.2. Major conduit runs, boxes, electrical circuits and enclosures will be provided by the County's Electrical Contractor under the direct supervision of the Security Contractor. The Electrical Contractor may not install any security system devices without prior approval of the County or ACPS.
2.4.8.3. The Security Contractor shall provide all incidental conduit, wiring, terminations, materials, and connections to all equipment unless specified as being provided by others.

2.4.8.4. Every conduit should have a pull-wire for use in future pulling projects and maintenance.

2.4.8.5. The fill rate of conduit should not exceed 40%.

2.4.8.6. Bushings must be used where cabling runs over conduit edges.

2.4.9. Communications

2.4.9.1. The County and ACPS Security Network uses an Ethernet communications network to interconnect operator workstations, Controllers and file servers. All Network devices are capable of real-time communications with all other devices and all devices are fully supervised. Alarm processing and dispatch takes place at workstations located in the Central Monitoring Station. Dial-up or locally programmed control units are permitted only if Ethernet is not available at the particular site.

2.4.9.2. Controllers will use TCP/IP where either Ethernet or fiber optic cable is provided. PSTN dial-up may be used if neither Ethernet nor fiber optic cable is available.

2.4.9.3. The Contractor must initiate and coordinate requests for network services through the County or ACPS.

2.4.9.4. All devices placed on the LAN will require approval of the County Department of Technology Services.

2.5. SPECIFIC COMPONENTS

2.5.1. Controllers

2.5.1.1. Shall have a 12VDC back-up battery that provides not less than 2 hours operation upon loss of AC power. The power supply shall have trouble contacts—A.C. Power fail, Low Battery and a low battery cutout relay to prevent the battery from entering a non-rechargeable state. These trouble conditions shall be connected as separate inputs and report to the Central Monitoring Station.

2.5.1.2. Power shall be by a 110VAC direct connect with emergency or UPS power backup where possible.

2.5.1.3. Shall be installed in a secure, dry environment, preferably temperature controlled. A plywood backboard to facilitate the mounting of the controllers and associated power supplies shall be provided and installed by the Contractor. The plywood shall be a minimum 3/4" thickness and fire-treated material. The backboard shall be painted white.
without painting the fire rated stamp. The backboard shall be of sufficient size to accommodate the appropriate components.

2.5.1.4. Shall be configured for a minimum of 8 readers, 16 output relays and 16 alarm inputs. Additional expansion of the controller shall be accomplished by adding the appropriate cards.

2.5.1.5. The controllers shall support class B rated alarm inputs by providing supervised inputs via end-of-line resistors. Supervised inputs shall report alarm, normal and trouble conditions. Supervised input points shall be normally opened (NO) or closed (NC).

2.5.1.6. The controller shall be provided with a 12VDC back-up battery for not less than three-hour operation upon loss of AC power.

2.5.1.7. Alarm inputs shall be connected to the controllers and shall be configured as normally closed loops.

2.5.2. Digital Electronic Locks (Stand Alone Type)

2.5.2.1. These units contain a reader or keypad, lock, processor and power supply.

2.5.2.2. The units shall be stand-alone capable with keypad programmable functions and the units shall be equipped with key override. Cylinders for the locks will be provided by the County and installed by the Security Contractor.

2.5.2.3. The lever sets shall comply with ADA requirements.

2.5.3. Doors

2.5.3.1. Access control doors are generally personnel doors meeting one or more of the following criteria:

2.5.3.1.1. Building exterior doors in regular use by authorized personnel. (Doors used only for emergency egress are not provided with card access.)

2.5.3.1.2. Interior doors to restricted areas such as drug storage vaults, facilities control rooms, archive rooms, and computer rooms.

2.5.3.1.3. Interior doors to areas where excessive personnel traffic may create problems.

2.5.3.1.4. Doors that require an audit trail of personnel access.

2.5.3.1.5. Other doors as required.

2.5.3.2. Exterior doors shall have strike guards installed.
2.5.4. Readers & Cards

2.5.4.1. Readers shall be proximity and may be flush mount, surface mount, mullion mount, interior use or exterior use. The mounting conditions and type of operation shall determine the specific type of reader models.

2.5.4.2. The reader shall be powered by the local door controller’s internal regulated power supply.

2.5.4.3. The card reader is mounted adjacent to the access controlled door on the unprotected side.

2.5.4.4. Access control doors are equipped with electronic door hardware as described in Basis of Design documents specific to the project. All access doors shall be programmed for a 8 second "Open Time" and a 20-second "Forgive Time" before going into alarm or supervisory status.

2.5.4.5. All exterior access control doors and some interior access control doors are also equipped with local door annunciation systems.

2.5.4.6. The County and ACPS use proximity and swipe cards for card access applications. The card access readers at all locations are fully integrated into the Contractor’s monitoring center.

2.5.5. Door Hardware

2.5.5.1. Each access control door shall have electronic door hardware installed. Door hardware shall consist of an electrified locking device, electric hinge or similar transfer device, lock power supply, and all associated hardware required for installation.

2.5.5.2. Doors that are not designated as access control doors do not require electronic door hardware, but conduit or raceway may be required to be installed at selected doors in anticipation of the addition of electronic door hardware at some future point.

2.5.5.3. All locks shall be configured for fail-secure operation unless otherwise specified by the County or ACPS.

2.5.5.4. The Contractor shall be responsible for all aspects of door preparation, provision and installation of electrified locks and transfer hinges.

2.5.5.5. The Contractor shall coordinate his efforts with the Electrical Contractor to ensure that the raceway from the transfer hinge to the card access unit is properly installed.

2.5.5.6. Electronic door hardware power supplies should be provided with emergency or UPS power circuits.

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2.5.5.7. Coordinate the adjustment of automatic door closers and the door hardware on all card access doors with Hardware Contractor to ensure proper operation with the Security System.

2.5.5.8. The Contractor shall connect all wiring for the door hardware and ensure a properly operating system.

2.5.6. Door Contacts

2.5.6.1. All perimeter doors shall have a door contact installed that is appropriate to the specific door (steel, recessed, overhead, wide gap and other similar aspects) with a recessed contact being the preferred contact.

2.5.6.2. Failure of the Contractor to coordinate the installation of conduit and devices with other contractors shall not be sufficient reason to substitute the surface-mount contacts for the preferred recessed contacts.

2.5.6.3. The color of the contacts shall be as close as possible to the doors in which they are installed.

2.5.6.4. Both leaves of a double door shall have a door contact installed in them.

2.5.7. Local Door Annunciator

2.5.7.1. Provide and install a pleasant sounding door chime on all exterior access controlled doors and specified interior access controlled doors. The device shall be mounted above the door and shall annunciate for its programmed duration upon opening of the door. In some cases the annunciation may be programmed to start after a specified delay interval.

2.5.7.2. The door annunciator assembly shall be provided with a tamper switch that is wired as an alarm point. The tamper switch shall cause an alarm signal to be transmitted to the Central Monitoring Station anytime the enclosure door is opened. The switches shall also cause the sounder to sound anytime that the door is armed and the enclosure door is opened.

2.5.7.3. If the keyswitch is mounted on the unprotected side of the door, provide a tamper switch on the enclosure.

2.5.7.4. Red and green LED's on the plate shall indicate the status of the sounder interface. The assembly shall function as follows:

a) When sounder is armed, red LED shall be lit.

b) When sounder is disarmed, green LED shall be lit.

c) With sounder armed, sounder will immediately sound if door is opened and will continue to sound for two minutes after
door is closed. After sounding for two minutes, the sounder interface shall automatically reset. The interface shall provide for the reset time to be adjusted from a minimum of 15 seconds to a maximum of 10 minutes. The door contact shall also report door status to the CMS.

d) With sounder disarmed, sounder shall not sound if door is opened, but the door contact shall still report door status to the CMS.

e) Operation of the keyswitch shall immediately silence the sounder and reset the interface following an activation. It shall be possible to leave the keyswitch in either the armed or disarmed position as required by the County or ACPS.

f) Placing the keyswitch in the disarmed position shall not disconnect the door contact from the CMS or prevent the door status from being remotely monitored.

2.5.8. Audible Devices

2.5.8.1. At least one (1) interior audible activated by the alarm system is required.

2.5.8.2. At least one (1) exterior speaker/strobe assembly is required. The speaker shall be enclosed in a weather-resistant, tampered metal box constructed of 16-gauge steel and fastened securely to the building. The strobe unit shall produce a minimum of 100-candela output.

2.5.8.3. All audible devices shall automatically silence after no more than five (5) minutes after activation.

2.5.9. Cards

2.5.9.1. Proximity cards are standard for all applications.

2.5.10. Cellular Phone Communicators

2.5.10.1. Where cellular phone units are used for backup communication purposes, the cellular phone shall be specifically designed for this purpose and only those units with a UL Grade A Commercial Burglary Listing shall be used. In addition to the standard functions, the cellular phone shall be programmed to send a daily automatic test signal by the cellular phone to the monitoring facility. In no case shall this test signal be sent by the Control Panel communicator.

2.5.11. Locks

2.5.11.1. Each door has a Fire Rating and the selected lock must maintain this Fire Rating.

2.5.11.2. Penetrations for wiring and mounting can affect the Fire Rating. Check with the AHJ before drilling into
Doors or Door Frames.

2.5.11.3. Electric Strike

2.5.11.3.1. This method of unlocking a door makes use of the door lock's strike to hold the door closed until the door lock is released or the strike is released. The strike is embedded in the door frame, has a moveable keeper operated by a solenoid, is available as either a fail-secure or a fail-safe type, and the doorknob may serve as a mechanical means of egress.

2.5.11.4. Magnetic Lock

2.5.11.4.1. If a Magnetic Lock must be used, The County and ACPS require that it be of the “direct contact” type as opposed to the “shear” type. Magnetic Locks are always “fail safe”.

2.5.11.5. Electric Doorknob Lock

2.5.11.5.1. These are “standard” doorknobs, although offered in a variety of shapes, that is electrically released (fail secure) or locked (fail-safe). When activated, electrical current releases the lock allowing the knob to be turned and the door opened. This type of lock requires special wiring methods, an electric hinge and a horizontal drilling of the door. The three main types are cylindrical, mortise and deadbolt.

2.5.11.5.2. Shall have a custom monitor switch that monitors the turning of the protected side knob or lever. This switch should be activated by the turning of the inside handle and is to be used as input for a valid egress (REX). Prep door as needed. Provide and install additional hardware as necessary to effect an operating system. Where conditions do not permit the installation of a conduit raceway for an electric hinge for the mortise lock, coordinate installation with the Owner prior to proceeding.

2.5.12. Remote Release

2.5.12.1. A device, usually a button, that sends a signal to the controller to open a door or set of doors. Often used at receptionist’s desks.

2.5.13. Delayed Egress

2.5.13.1. In unusual circumstances there may be a need to have a time delay egress feature built into the lock system. This is done only at the specific written request of the County and ACPS and must be approved in writing by the appropriate AHJ.

2.5.13.2. The wording on any delayed egress device shall read

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"Push To Exit". When the button or bar is pushed the controller times the event typically for 15 seconds unless special permission is granted by the AHJ to extend to a maximum of 30 seconds. A local alarm would begin sounding after 5 seconds and the door is released after the full delay time has expired.

2.5.14. Request To Exit (REX) Devices

2.5.14.1. Motion sensors may be used as a REX device only when the electronic door hardware is not equipped with a built-in REX switch. Care must be taken to reduce false activations from heat sources, air currents or other similar causes.

When there is no mechanical alternative, install a PIR motion detector on the protected side of the door as a Request-To-Exit device for inputting a valid egress to the access control system. Provide accessory hardware as necessary to retrofit existing doors. Prep door for raceway as needed and provide and install additional hardware as necessary to effect an operating system. Where conditions do not permit the installation of a conduit raceway for an electric hinge, coordinate installation with Owner prior to proceeding.

2.5.14.2. Push Button

2.5.14.2.1. Usually a palm type button, and shall be wired directly to the power supply for power cut-off.

2.5.14.3. Touch Sensitive Exit Bar

2.5.14.3.1. Provide and install a crash bar with electronic, touch sensitive REX option with a push plate monitor switch. This switch should be used as input for a valid egress. Provide accessory hardware as necessary to retrofit existing doors. Prep door for raceway as needed and provide and install additional hardware as necessary to effect an operating system. Where conditions do not permit the installation of a conduit raceway for an electric hinge, coordinate installation with Owner prior to proceeding.

2.5.14.4. Mechanical Exit Bar

2.5.14.4.1. Provide and install a crash bar with REX option with a push plate monitor switch. This switch should be used as input for a valid egress. Provide accessory hardware as necessary to retrofit existing doors. Prep door for raceway as needed and provide and install additional hardware as necessary to effect an operating system. Where conditions do not permit the installation of a conduit raceway for an electric hinge, coordinate installation with Owner prior to proceeding.
2.5.15. System Programming

2.5.15.1. The Contractor shall provide the development, loading and checking of the software and/or databases for the complete and proper operation of the systems involved.

2.5.15.2. When the Contractor is required to provide software, it shall be of the most current type and revision.

2.5.15.3. Where licensing of the software is required, the license shall be assigned to the County or ACPS unless specifically prohibited by the software manufacturer.

2.5.15.4. A copy of the software on electronic media shall be provided to the County and ACPS prior to system acceptance.

2.5.15.5. Where appropriate, Contractor shall establish a Source Code Escrow to protect the County's and ACPS interests.

2.5.15.6. The County, ACPS or the Contractor personnel shall perform routine card database updates and access level assignments following the importation and creation of the initial card holder database.

2.5.15.7. Prior to performing any programming on the system, the Contractor shall coordinate with the County and ACPS and shall obtain the County's specific programming requirements. The Contractor shall advise the County and ACPS in writing of the scheduled date for commencement of programming.

2.5.15.8. System software development shall include all items necessary to provide proper system operation and shall include, but not be limited to, the following:

a. Assignment of new inputs and outputs to the system.

b. Necessary time and day interval programming.

c. All control by event sequences to assure system operation is as specified.

d. Selective logging and report programming.

e. Access interval and access group programming for the card access system.

f. Alarm message generation programming.

g. Assignment of new card readers into the system.

h. Assignment of basic (default) access levels to initial cardholder population.
1. Importation of floor plans in electronic file format.

j. Placement of system devices on floor plans and graphics.

2.6 CENTRAL STATION MONITORING SERVICES

The following applies to monitoring services of existing Systems and to monitoring of new System(s) provided and installed by the Contractor.

2.6.1 The Contractor shall provide a U.L. approved Central Monitoring Station with trained personnel on duty twenty four (24) hours a day and seven (7) days a week for fifty two (52) weeks a year. That station shall continuously monitor all alarms and trouble signals from all facilities assigned by the County or ACPS to the Contractor.

2.6.2 The Central Monitoring Station shall be capable of reading, understanding, interpreting and reporting all signals from all existing Radionics brand equipment including, but not limited to, models 8112, 8112G2, 6112, 4112 and attached facility equipment. It shall also be capable of reporting alarms and trouble signals by zone and zone description. This station shall have the capability of displaying and recording any and all logic of selected command and control centers.

2.6.3 Every monitored system and shall be automatically tested at least once every twenty four (24) hours to determine operational status and any trouble conditions transmitted from the on-site equipment. The results of all tests shall be recorded in the Central Monitoring Station system monitoring report. Trouble signals shall also be reported.

2.6.4 The Central Monitoring Station shall furnish to the County and ACPS continuous monitoring reports of all system activity for each facility monitored. The reports shall include all recorded facility openings, closings, and valid/invalid signals. The reports shall certify that all systems are in working order. Monthly hard copy reports are the minimum requirement.

3. POST-INSTALLATION

3.1. SCOPE

3.1.1. This section provides the general requirements for the written documentation of the installation, manufacturer’s Operation & Maintenance manuals, system acceptance testing, warranty issues and operator training.

3.2. DOCUMENTATION

3.2.1. Drawings of Record

3.2.1.1. The Contractor shall maintain at the installation site one record copy of all contract drawings, specifications, addenda, change orders and other modifications, in good order and marked up-to-date with a record of all changes made during construction.
3.2.1.2. Upon completion of work, the Contractor shall deliver three copies of the shop drawings, system testing, mechanical and electrical equipment schematics and diagrams to the County.

3.2.1.3. All record drawings shall reflect the work as it was actually installed. Any equipment changes made during the project shall be clearly noted.

3.2.1.4. Record drawings shall be in a format and contain sufficient detail to permit the rapid and accurate troubleshooting of the system by a skilled technician with no previous knowledge of the specific installation. Providing record drawings on magnetic media in AutoCAD format shall be acceptable.

3.2.1.5. As-built documents shall be submitted only to the County Facilities Planning Section for verification and distribution to the appropriate personnel.

3.2.2. Operation and Maintenance Manuals

3.2.2.1. After completion of work, Contractor shall deliver three (3) system Operation and Maintenance (O&M) manuals.

3.2.2.2. O&M manuals shall include operating instructions specific to the installation and step-by-step directions for routine system operation.

3.2.2.3. O&M manuals shall include service and maintenance instructions for each major component installed. Equipment requiring periodic maintenance shall be clearly noted.

3.2.2.4. The manufacturer's standard catalog cut sheets shall not be acceptable for use as O&M manuals.

3.3. TESTING

The following applies to testing services of existing System(s) and to testing of new System(s) provided and installed by the Contractor.

3.3.1. General

3.3.2. The Contractor shall perform site tests with a representative of the County and ACPS in attendance.

3.3.3. The Contractor shall coordinate the scheduled time of testing and access to the site with the County or ACPS to minimize the disruption of the activities of the County and ACPS or other contractors.

3.3.4. The Contractor shall provide all test equipment, tools, recorders, connectors, cables, and other devices required for the completion of systems tests.

3.3.5. The Contractor shall provide or coordinate the availability of ladders, lifts, scaffolding, or other equipment required
to provide safe and ready access to all installed devices for the use of the County or ACPS representative.

3.3.6. The Contractor shall provide two-way radios, telephones, cellular telephones, or other communications devices necessary to communicate with any remote facility monitoring the security systems during the testing.

3.3.7. The Contractor shall demonstrate to the County that all sequences operate correctly and that all products, devices and system software operate as designed and specified.

3.3.8. The Contractor shall perform tests on each major component of the Electronic Access Control system.

3.3.9. The output of each low-voltage AC or DC power supply and transformer shall be measured under maximum system operating conditions to verify that the actual loads do not exceed those previously calculated by the Contractor. If the actual loads exceed those previously calculated, the Contractor shall submit new calculations demonstrating that the system as installed meets the requirements of the appropriate specifications.

3.3.10. Detection loops using end-of-line devices shall be removed from the control unit and measured for total circuit resistance in normal, alarm and trouble modes. Detection loops using end-of-line devices shall also be measured for loop voltage while connected to the control unit. The measured values for both tests shall be within manufacturer's recommendations and shall be recorded with a written copy provided to the County or ACPS.

3.3.11. Systems and devices with remote download and upload capabilities which use dial-up telephone lines shall be thoroughly tested in all modes. Testing shall include dialing the remote device from the Central Monitoring Station and successfully performing an upload/download session.

3.3.12. Sufficient replacement parts shall be available to allow for timely replacement of any parts that are found to be unsatisfactory in performance. For stock parts the time for replacement shall not exceed three (3) hours.

3.3.13. Alarm Inputs

3.3.13.1. All alarm points shall be tested back to the monitoring facility by activating the alarm devices to which they are attached. Activating or simulating an alarm condition at the control panel is not acceptable.

3.3.13.2. The proper programming of alarm points shall be verified and a hard copy of the signals provided by the monitoring facility (if monitored).
3.3.13.3. Magnetic switches and other similar alarm initiating devices shall be tested in the manner and method recommended by the manufacturer.

3.3.14. Card Access

3.3.14.1. All card readers shall be tested with cards previously loaded into the local controller database and with cards that have only been loaded into the system server files. Cards previously loaded into the local database should be validated and access granted within three seconds of presentation. Cards that have not been loaded into the local database should require no more than fifteen seconds from presentation to be validated through the server.

3.3.14.2. Card access doors shall be checked for proper operation of the electronic locking devices, including the internal monitor switch operation.

3.3.14.3. All associated tamper switches and trouble relays shall be tested back to the security console.

3.3.14.4. The proper programming of card readers shall be verified at the Central Monitoring Station. Programming items to be verified for each reader shall include, but not be limited to, the following:
   a. Assignment of new inputs and outputs to the system.
   b. Necessary time and day interval programming.
   c. All control by event sequences to assure system operation is as specified.
   d. Selective logging and report programming.
   e. Access interval and access group programming for the card access system.
   f. Alarm message generation programming.
   g. Assignment of new card readers into the system.

3.3.15. CCTV Interface

3.3.15.1. Card Access System/CCTV Matrix Switcher alarm call-up and PTZ preposition shall be tested for all programmed points such that an programmed alarm causes the CCTV matrix to call up the appropriate camera and monitor, and positions the PTZ camera to view the scene if appropriate.

3.3.16. Door Annunciator

3.3.16.1. Door annunciators shall be tested for proper operation in both the armed and unarmed state. Door status must be reported to the Monitoring Center regardless of whether the door annunciator is armed or unarmed. The "time-out" interval for the bell shall be within 15% of the time specified.

3.3.17. Electronic Locking Hardware

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3.3.17.1. Locks shall be checked for proper alignment and bolt operation and full engagement of the strike plate.

3.3.17.2. Doors equipped with electric locks shall be checked for the proper operation of an automatic door closing device. When released, the doors shall close completely and relatch automatically within the "door open time" programmed in the local controller.

3.4. TRAINING

3.4.1. The Contractor shall hold training session(s) at the job site at times mutually agreed upon between the County or ACPS and the Contractor. The number of training sessions shall be as appropriate to achieve the goal specified below. The Contractor shall identify the number of proposed training sessions and describe the proposed training methods in their proposal.

3.4.2. The Contractor shall thoroughly instruct, verbally and in writing, all users of the Electronic Access Control system about the proper operation of all equipment and the procedures to be followed.

3.4.3. Time spent on field set-up, start-up and testing shall not be considered as training time.

3.5. WARRANTY & SERVICE

3.5.1. The Contractor shall guarantee all equipment, parts, wiring and other components provided and installed by the Contractor under this contract (whether for a new system, upgrade, or maintenance of an existing system) to be free of defects in workmanship and material for one (1) years or for the manufacturer’s warranty period, whichever is longer, from the date of acceptance of Contractor’s work by the County or ACPS.

3.5.2. Warranty service by the Contractor shall include four (4) hour emergency response service during normal Contractor’s working hours and twelve-hour emergency response service after normal working hours, on weekends and on holidays. Response time shall be measured from the time of Contractor notification issued by the County or ACPS to the arrival of service personnel at the affected site to initiate repairs. The Contractor shall provide a method of requesting emergency service after normal working hours, on weekends and on holidays appropriate to the required response times.

3.5.3. Service requests are requests for work to repair or replace a system component or software application which has malfunctioned or been damaged. Service requests shall not include routine system additions, equipment relocations, or system upgrades.
3.6 SERVICE REQUIREMENTS

The following applies to maintenance of existing Systems and to maintenance of new System(s) provided and installed by the Contractor.

3.6.1 The Contractor shall provide maintenance and repair services as requested by the County or ACPS for all existing systems to be monitored under this Contract.

3.6.2 The County and ACPS reserve the right to add or exclude any facility system from this contract. It is anticipated that new systems for facilities not currently protected may be provided and installed by the Contractor, at the discretion of the County or ACPS.

3.6.3 In the event of a System failure during normal working hours (8:00 a.m. to 5:00 p.m., Monday through Friday), the Contractor shall provide "On Call" repair service within four (4) hours of receipt of a call from the County requesting the service.

In the event of a System failure after normal working hours, on weekends and on holidays, the Contractor shall provide "On Call" repair service within twelve (12) hours of receipt of a call from the County requesting the service.

Response time shall be measured from the time of Contractor notification issued by the County or ACPS to the arrival of service personnel at the affected site to initiate repairs. The County shall request repair services by calling the Contractor's service department via their main telephone number 301-738-8290. The contractor shall provide live response at this number for twenty-four hours a day, seven days a week.

On an annual basis, the County and the Contractor will review the above response times and negotiate their adjustment(s) as necessary.

3.6.4 The Contractor shall include in their proposal for new and/or upgrade assignments identification of the cost for a full-coverage service contract for the first and second years following the initial warranty period as separate optional line items. The service contract shall provide for service and response times identical to those specified for the initial warranty period. The County and ACPS shall be permitted to elect the service contract(s) anytime prior to the expiration of the initial warranty period at the contract price.

3.6.5 The Contractor shall provide preventive maintenance services for the existing Systems and for newly installed or upgraded Systems after expiration of warranty and/or full-coverage service contract. The Contractor shall provide the preventive maintenance at the rates identified in the Exhibit B.

The Contractor shall inspect, test and maintain the Systems bi-annually, at a minimum. If a more frequent schedule for inspection, testing, and maintenance is recommended by the manufacturer's specification the Contractor shall perform such
preventive maintenance functions in accordance with that schedule.

3.7 PAYMENT FOR SERVICES

3.7.1. Payments will only be made upon Contractor's completion of the work ordered, acceptance of the work by the Project Officer, and receipt of a correct invoice. Payment terms are Net 30 days.

Payments for work assignments involving the installation, upgrade or modification of existing systems in anticipated work assignment length to be beyond a 30 day period, will be made by the County in accordance with the following process:

The County will make monthly partial payments to the Contractor upon written application by the Contractor, on the basis of a written estimate of the work performed during the preceding calendar month as approved by the Project Officer. The schedules of Contract Prices, Contract Labor Rates, and Contract Equipment/Parts Discounts shall be used as a basis for preparing the estimates. Each progress payment shall represent the value, proportionate to the total amount of the work assignment, of completed work and materials on the site to be incorporated in the work, less the aggregate of previous payments and the retainage.

When calculating payment for materials on-site, the County shall not pay for materials which are not scheduled for incorporation into the work within sixty days from the date of the application for payment.

However, in making any partial payment, five percent (5%) of the amount of the estimate upon which the partial payment is based will be retained by the County until final completion and acceptance of all work covered by the work assignment. All materials and work covered by partial payments made by the County will become the property solely of the County at the time the partial payment is made, but this provision will not be construed as relieving the Contractor from having sole responsibility for all materials and work upon which payments have been made, and for the restoration of any damaged work, nor shall this provision be construed as a waiver of the County's right to require the fulfillment of all of the terms of the work assignment.

All time periods concerning warranties or guarantees shall be deemed to begin from the date of final acceptance of all work under the Contract. The date of final acceptance is the date on which the County issues the final payment for the work performed.

3.7.2. Central Station Monitoring services shall be provided at a monthly contract rate. Separate monthly fee(s) may be charged at that same rate to monitor all elevators and/or duress alarms at a
facility. The Contractor shall only submit invoices for services already provided, billing in advance is specifically prohibited.

3.7.3. All other services shall be provided at the contract labor rates. Those labor rates shall include the cost of incidental supplies (including by way of illustration and not limitation, fasteners, tapes, solder etc.), tools used in the performance of the work.

3.7.4. Charges for transportation, profit and all other things necessary for installation, maintenance and repair of the security systems must be included in the contract labor rates and discount schedules. No other charges than those identified in the contract, or specified in a proposal for work assignment, can be billed to the County or ACPS.

3.7.5. Separate labor rates are required in the proposal for Mechanics and Helpers. Offerors shall identify their proposed regular labor rates applicable on week days between 8:00 AM and 5:00 PM and a premium rates for each category applicable at all other times.

3.8 PAYMENT FOR MATERIAL AND PARTS

3.8.1. All equipment and parts purchased shall be provided by the Contractor F.O.B. destination at the County or ACPS facility and shall include all charges that may be imposed in fulfilling the terms of the Contract. The payment for equipment and parts used in the performance of work in this Contract, except as otherwise provided for in the labor rates, shall be as follow:

a. Materials covered by manufacturer’s price lists
   1. Materials used in installations or repairs that are covered by current published manufacturer’s price lists provided to the County and ACPS by the Contractor, shall be provided to the County and ACPS at a discount from the manufacturer’s published list price. In the proposal identify the discount offered from the pricing column of the manufacturer price lists specified. The proposed discounts shall remain firm for the entire contract term.
   2. If additional manufacturer must be used for materials required under this Contract, indicate the manufacturer’s name, the pricing column to be used, and the discount offered from that pricing column. The proposed discount shall remain firm for the entire contract term.
   3. During proposal evaluation, selected Offerors may be required to provide all price lists identified above along with catalogues describing all items in the price list. Failure to provide such price lists and catalogues within five (5) days from the date of the County or ACPS written request shall result in rejection of their proposal.
   4. During the Contract term, the Contractor shall update the price lists previously issued to the County on their expiration dates or when a new manufacturer’ price list replaces an existing price list. If the Contractor fails to provide new or current price lists, the only pricing reference applicable to the Contract shall be the last price list received from the Contractor. Five (5) sets of each
price lists applicable to the Contracts shall be submitted to the County Project Officer.

b. Materials not covered by a manufacturer’s published price list

1. Payments for materials from manufacturer(s) who do not publish price lists shall be made by the County or ACPS on a cost-reimbursement basis. Payment to the Contractor for materials under this contract on a cost-plus-a-percentage-of-cost basis is specifically prohibited. The cost for all materials provided to the County and ACPS not covered by the manufacturer’s published price lists shall be reimbursed to the Contractor in the following manner.

2. The Contractor will be reimbursed on completion and acceptance of each job, only for those materials actually used in the performance of such job. The Contractor’s request for payment shall be supported by a copy of invoices issued by the supplier’s of the Contractor, detailing the materials used on the assigned job. No surcharge shall be added to the supplier’s invoices or included in the Contractor’s invoice submitted to the County which would increase the dollar amount indicated on the supplier’s invoices for the materials used on the assigned job. Originals or certified copies of all suppliers invoices used in calculating the job cost shall be provided to the County on forty-eight (48) hours notice.
EXHIBIT C

CONFIDENTIALITY AGREEMENT

This Confidentiality Agreement ("Agreement") is executed effective between The County Board of Arlington County, Virginia ("County") and Arlington County Public Schools ("ACPS"), and AccuTech Services, Inc., its subsidiaries, parents, successors, assigns or other legal representative ("Contractor"), as consideration for the establishment and/or continuation of their relationship and sharing of Confidential Material. The parties agree as follows:

1. Length of Agreement. This Agreement becomes effective upon execution of this Agreement by all parties and shall remain in effect for a period of fifteen (15) years. This Agreement does not create any form of business relationship other than as set forth in a separate written contract signed and dated by the parties.

2. Confidentiality. Contractor hereby acknowledges that the County has made, or may make, available to Contractor certain employee lists, techniques, computerized data, maps, methods, design information, technical information, benchmarks, performance standards and other confidential and/or Proprietary Information of, or licensed to, the County and/or ACPS, including without limitation, copyrighted materials (collectively, the "Confidential Material"). The Contractor acknowledges that this information is not generally known to the public and its release could cause harm or invasion of privacy, and such information may have economic value, and that this information is subject to County’s and ACPS’s efforts to maintain its secrecy and confidentiality. The Contractor shall only use the Confidential Material to fulfill the requirements of the work required in a separate written contract signed and dated by the parties. The Contractor shall not disclose any of the Confidential Material to any other party. The Contractor shall not make any duplication or other copy of the Confidential Material. The Contractor shall not remove from County’s or ACPS’s site(s) any Confidential Material without written authorization by the County and/or ACPS. Immediately upon request from the County and/or ACPS, the Contractor shall return all Confidential Material to the County. The Contractor shall notify each person to whom disclosure of any Confidential Material is made that such disclosure is made in confidence, that the Confidential Material shall be kept in confidence by such persons, and that such persons shall be bound by the provisions of this Agreement. The Contractor further promises and agrees not to solicit Customers or potential Customers while making use of County’s Confidentiality Material.

3. Modifications. This Agreement may be modified only by a written Amendment executed by all parties to this Agreement.

4. Prior Understandings. This Agreement contains the entire agreement between the parties with respect to the subject matter herein. The County, ACPS, and the Contractor agree that no representative or agent of either of them has made any representation or promise with respect to this Agreement, and that all terms and conditions with respect to this Agreement are expressly contained herein.

5. Waiver. Any waiver of a default under this Agreement must be made in
writing and shall not be a waiver of any other default concerning the
same or any other provision of this Agreement. No delay or omission in
the exercise of any right or remedy shall impair such right or remedy
or be constructed as a waiver. A consent to or approval of any act
shall not be deemed to waive or render unnecessary consent to or
approval of any other or subsequent act.

6. Applicable Law. This Contract shall be governed in all respects by
the laws of the Commonwealth of Virginia and the venue for any
litigation with respect thereto shall be in the Circuit Court for
Arlington County, Virginia.

FOR: ACCUTECH SERVICES, INC. FOR: THE COUNTY BOARD OF ARLINGTON
COUNTY, VIRGINIA

By: Timothy G. Miller, President By: RICHARD D. WARRIEN, JR.
Name and Title PURCHASING AGENT

Signature

Date 5/23/03

Date 5/29/03

FOR: ARLINGTON COUNTY PUBLIC SCHOOLS

By: RICHARD DAVIS
PURCHASING AGENT

Signature

Date 5/29/03
CONDITIONS OF THE RIDER CLAUSE

Awardees have the option to extend any contract resulting from this solicitation to all or some of the member jurisdictions of the Metropolitan Washington Council of Governments and the Northern Virginia Cooperative Purchasing Council as set forth in the extension checklist contained in the Bid Form. The following conditions shall apply to the extension of an award to a designated jurisdiction:

1. A negative reply to inclusion of any jurisdiction shall not adversely affect consideration of a bid for award.

2. There shall be no obligation on the part of any designated jurisdiction to utilize an award extended to that jurisdiction.

3. The awardee is solely responsible for notification of the identified jurisdictions of the availability of the award.

4. Arlington County shall not be held liable for any costs or damages incurred by another jurisdiction as a result of any award extended to that jurisdiction by the awardee.

5. Participating jurisdictions will be permitted to purchase at Contract prices in accordance with contract terms. Participating jurisdictions will place their orders directly with the awardee and will be responsible for placing orders directly with the awardee, arranging deliveries, reconciling discrepancies and invoices, and issuing payments.

6. Each participating jurisdiction has the option of executing a separate contract with the awardee. Contracts entered into with a participating jurisdiction may contain general terms and conditions unique to that jurisdiction including, by way of illustration and not limitation, clauses covering minority participation, non-discrimination, indemnification, naming the jurisdiction as an additional insured under any required CGL policies, and venue. If, when preparing such a contract, the general terms and conditions of a jurisdiction are unacceptable to the awardee, the awardee may withdraw its extension of the award to that jurisdiction.

7. Any extension to another jurisdiction shall be at the unit prices identified in the bid. Bidders shall not, under the conditions of this extension, offer any adjustment, addition, modification or other change to the technical requirements of this solicitation or the unit prices awarded by Arlington County under this solicitation to any public body to which the award is extended.
EXTENSION OF THIS CONTRACT TO THE MEMBERS OF THE
METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS AND THE
NORTHERN VIRGINIA COOPERATIVE PURCHASING COUNCIL

If authorized by the bidder, resultant Contract(s) will be extended to any or all of the
listed jurisdictions designated by the bidder to purchase at Contract Prices in
accordance with Contract Terms. Any jurisdiction utilizing such Contract(s) will place
its own order directly with the Contractor(s). There shall be no obligation on the part
of any participating jurisdiction to utilize the Contract(s). A negative reply will not
adversely affect consideration of the bid. An awarded vendor is responsible for
notifying designated jurisdictions of the availability of the Contract(s). Each
jurisdiction shall be responsible for placing orders directly with the Contractor(s),
arranging all deliveries, reconciling discrepancies and invoices, and issuing payments.

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MARYLAND CONT.
MARYLAND NATL. CAP. PARK &
PLANNING COMMISSION
MONTGOMERY COMM COLLEGE
MONTGOMERY COUNTY
MONTGOMERY PUBLIC SCHOOLS
PRINCE GEORGE'S COUNTY
PRINCE GEORGE'S SCHOOLS
ROCKVILLE
TAKOMA PARK

DISTRICT OF COLUMBIA
D.C. SCHOOLS
D.C. WATER & SEWER AUTH.

OTHERS
METRO WASH. AIRPORTS AUTH.
COUNCIL OF GOVERNMENTS
METROPOLITAN TRANSIT AUTH.

WASH. SUBURBAN SAS. COMM.LEGAL NAME OF FIRM:

AUTHORIZED SIGNATURE: ________________________

PRINTED NAME OF SIGNATORY AND TITLE: ________________________
NOTICE OF AWARD OF CONTRACT

TO: ASG SECURITY LLC
12301 KILN COURT, SUITE A
BELTSVILLE, MD 20705

DATE ISSUED: MAY 7, 2010
CURRENT REFERENCE NO: 222-10

SECURITY SYSTEMS
MONITORING/MAINT.

PRIOR REFERENCE NO: 288-09

THIS IS A NOTICE OF AWARD OF CONTRACT AND NOT AN ORDER. NO WORK IS AUTHORIZED UNTIL THE VENDOR RECEIVES A VALID COUNTY PURCHASE ORDER ENCUMBERING CONTRACT FUNDS.

Your firm is awarded the above referenced contract. The contract term covered by this Notice of Award is effective JUNE 1, 2010 and expires on MAY 31, 2011.

This is the EIGHTH year award notice of a possible TEN year contract.

The contract documents consist of the terms and conditions of Agreement No. 421-02, including any exhibits, attachments or amendments thereto.

Vendor extends the Terms and Conditions of this contract to COG members.

CONTRACT PRICING:
REFER TO AGREEMENT No. 421-02

ATTACHMENTS:
AGREEMENT NO. 421-02
AMENDMENTS
COG RIDER CLAUSE

EMPLOYEES NOT TO BENEFIT:
NO COUNTY EMPLOYEE SHALL RECEIVE ANY SHARE OR BENEFIT OF THIS CONTRACT NOT AVAILABLE TO THE GENERAL PUBLIC.

VENDOR CONTACT: HOFF INGLESBY
VENDOR PAYMENT TERMS: NET 30 DAYS
TAX IDENTIFICATION NUMBER (EIN/SSN): 52-1761309
EMAIL ADDRESS: hinglesby@asgsecurity.com
COUNTY CONTACT: RICHARD KRUMENACKER

VENDOR TEL. NO.: 301-623-4048
VENDOR FAX. NO.: 866-900-3883
COUNTY TEL. NO.: 703-228-4395
COUNTY FAX: NO.: 703-228-4397

CONTRACT AUTHORIZATION

MARYAM ZAHORI
PROCUREMENT OFFICER

DATE 5/7/10

DISTRIBUTION
VENDOR: 1
BID FOLDER: 1
ARLINGTON COUNTY, VIRGINIA
AGREEMENT NO. 421-02
AMENDMENT NUMBER 7
REFERENCE NUMBER 222-10

This Amendment Number 7 ("Amendment") is made on the date of execution of the Amendment by the County and amends Agreement Number 421-02 dated May 29, 2003 as amended by Amendments No. 1 through 6 ("Main Agreement") and made between Accutech Systems, Inc. ("Contractor") and the County Board of Arlington County, Virginia. ("County").

Whereas the County and the Contractor desire to amend the work called for, the Contractor and the County, in consideration of the promises and other good and valuable consideration specified in this Amendment, amend the Main Agreement as follows.

CHANGE THE "TIME OF PERFORMANCE" PARAGRAPH TO READ AS FOLLOWS:

TIME OF PERFORMANCE
Work under this Agreement shall continue from June 1, 2010 until May 31, 2011 (Seventh "Subsequent Term") subject to any modifications as provided for in the Contract Documents. Upon satisfactory performance of the Contractor and with the concurrence of the Contractor, the County may, through issuance of a Notice of Award, authorize continued operations of the Contractor under the same contract unit prices for not more than two (2) additional twelve (12) month periods (each period is referred to as "Subsequent Contract Term").

TERMS AND CONDITIONS
The work and payment called for under this Amendment shall be subject to all terms and conditions of the Agreement. All terms and conditions of the Agreement shall remain in full force and effect for the work covered by this Amendment unless specifically changed by the terms and conditions of this Amendment.

WITNESS THESE SIGNATURES:

THE COUNTY BOARD OF ARLINGTON COUNTY, VIRGINIA

SIGNATURE OF:

[Signature]

PRINT NAME: RICHARD P. WARDEN, JR.
AND TITLE: PURCHASING AGENT

DATE: 5/24/10

ASG SECURITY, LLC

TAXPAYER ID NUMBER: 52-1761309

SIGNED:

[Signature]

_PRINT NAME:

H. K. INGLISH

_AND TITLE: ACCOUNT MANAGER

DATE: 5/11/10
ARLINGTON COUNTY, VIRGINIA
AGREEMENT NO. 421-02
AMENDMENT NUMBER 5
REFERENCE NUMBER 159-08

This Amendment Number 5 ("Amendment") is made on the date of execution of the Amendment by the County and amends Agreement Number 421-02 dated May 29, 2003 as amended by Amendments No. 1 through 3 (Main Agreement) and made between Accutech Systems, Inc. ("Contractor") and the County Board of Arlington County, Virginia ("County").

Whereas the County and the Contractor desire to amend the work called for and the amounts to be paid under the Main Agreement, the Contractor and the County, in consideration of the promises and other good and valuable consideration specified in this Amendment, amend the Main Agreement as follows.

In addition to the work and payment called for under the Main Agreement, the Contractor agrees to perform the work called for under this Amendment in return for the payment called for in this Amendment.

Time of Performance
Work under this Agreement shall continue from June 1, 2008 until May 31, 2009 (sixth "Subsequent Term") subject to any modifications as provided for in the Contract Documents. Upon satisfactory performance of the Contractor and with the concurrence of the Contractor, the County may, through issuance of a Notice of Award, authorize continued operations of the Contractor under the same contract unit prices for not more than four (4) additional twelve (12) month periods (each period is referred to as "Subsequent Contract Term").

Payment
The County will pay the Contractor for the Contractor's completion of the work described and required in this Amendment in accordance with amended Exhibit B, payable to the Contractor in the same manner as set forth in the Main Agreement.

Terms and Conditions
The work and payment called for under this Amendment shall be subject to all terms and conditions of the Agreement. All terms and conditions of the Agreement shall remain in full force and effect for the work covered by this Amendment unless specifically changed by the terms and conditions of this Amendment.
WITNESS THESE SIGNATURES:

THE COUNTY BOARD OF ARLINGTON COUNTY, VIRGINIA

SIGNED BY: [Signature]
PRINT NAME: RICHARD D. WARREN, JR.
AND TITLE: PURCHASING AGENT
DATE: 4/9/08

ASG SECURITY, LLC
TAXPAYER ID NUMBER: 68-0505772

SIGNED BY: [Signature] Mark A. Grossman
PRINT NAME: V.P. & General Manager
AND TITLE: 
DATE: 4/9/08
AMENDED EXHIBIT B

CONTRACT PRICE AND RATE SCHEDULE

Contract Prices for the provision of all specified labor, parts and equipment for the design, installation, service, preventative maintenance and monitoring of County/ACPS security and life safety systems:

MONITORING

BASE STANDARD CENTRAL STATION (Intrusion) $27.50/Mo.
Fire Alarm System (in addition to Base System) $3.15/Mo.
Duress System (in addition to Base System) $2.10/Mo.
Card Reader/Base $109.52/Mo.
Card Reader/Additional $27.50/Mo.
Cell Back-Up Units (in addition to Base System) $41.52/Mo.
IP-based Monitoring $60.75/Mo.
Emergency Elevator Phone Monitoring $27.50/Mo.

The above rates are based on no hard copy monthly reports related to monitoring status. County shall provide and maintain all phone lines needed.

PREVENTIVE MAINTENANCE

Card Reader/Base $221.00/Mo.
Card Reader/Additional $55.25/Mo.

CONTRACT LABOR RATES

Installation (Security Related Installation Projects) $89.50/Hour
Installation (Standard Fire Alarm Related Installation Projects) $58.00/Hour
Service Technician $89.50/Hour
Engineering, Design & Project Management $99.09/Hour
Programming (Security Related Installation Projects) $123.85/Hour
Programming (Standard Fire Alarm Related Installation Projects) $85.00/Hour

Rate adjustments:
Monday through Friday, 5:00 p.m. to 7:30 a.m., and Saturday 1-⅔ X Hourly Rate
Sundays & Holidays 2 X Hourly Rate

CONTRACT EQUIPMENT/PARTS DISCOUNT:

22% off manufacturer’s published list price.

If other discount would apply for a specific equipment or parts order, the Contractor shall notify the County Project Officer in writing and obtain his/her approval before placing any order.
ARLINGTON COUNTY, VIRGINIA
AGREEMENT NO. 421-02
AMENDMENT NUMBER 4
REFERENCE NUMBER 135-07

This Amendment Number 4 ("Amendment") is made on the date of execution of the Amendment by the County and amends Agreement Number 421-02 dated May 29, 2003 as amended by Amendment 1, 2 and 3 (Main Agreement) and made between Accutech Systems, Inc. ("Contractor") and the County Board of Arlington County, Virginia ("County").

Whereas the County and the Contractor desire to amend the work called for and the amounts to be paid under the Main Agreement, the Contractor and the County, in consideration of the promises and other good and valuable consideration specified in this Amendment, amend the Main Agreement as follows:

CHANGE THE NAME AND ADDRESS OF THE CONTRACTOR TO READ:

ASG SECURITY, LLC
12301 XL COURT
SUITE A
BELTSVILLE, MARYLAND 20705

Terms and Conditions
The work and payment called for under this Amendment shall be subject to all terms and conditions of the Agreement. All terms and conditions of the Agreement shall remain in full force and effect for the work covered by this Amendment unless specifically changed by the terms and conditions of this Amendment.

WITNESS THESE SIGNATURES:

THE COUNTY BOARD OF ARLINGTON COUNTY, VIRGINIA

SIGNED BY: RICHARD D. WARRIN, JR. PURCHASING AGENT

DATE: 5/24/2007

ASG SECURITY, LLC, CONTRACTOR

TAXPAYER ID NUMBER: 68-0503372

SIGNED BY: ROBERT H. RYAN

PRINT NAME: ROBERT H. RYAN, VP SALES & MARKETING

DATE: 5/21/07

MAR-24-2008 14:30  From:  ID: ACG - DMF
ARLINGTON COUNTY, VIRGINIA
AGREEMENT NO. 421-02
AMENDMENT NUMBER 3
REFERENCE NUMBER 136-07

This Amendment Number 2 ("Amendment") is made on the date of execution of the Amendment by the County and amends Agreement Number 421-02 dated May 29, 2003 as amended by Amendment 1 (Main Agreement) and made between Accutech Systems, Inc. ("Contractor") and the County Board of Arlington County, Virginia ("County").

Whereas the County and the Contractor desire to amend the work called for and the amounts to be paid under the Main Agreement, the Contractor and the County, in consideration of the promises and other good and valuable consideration specified in this Amendment, amend the Main Agreement as follows.

In addition to the work and payment called for under the Main Agreement, the Contractor agrees to perform the work called for under this Amendment in return for the payment called for in this Amendment.

Time of Performance
Work under this Agreement shall continue from June 1, 2007 until May 31, 2008 (Fifth "Subsequent Term") subject to any modifications as provided for in the Contract Documents. Upon satisfactory performance of the Contractor and with the concurrence of the Contractor, the County may, through issuance of a Notice of Award.

Payment
The County will pay the Contractor for the Contractor's completion of the work described and required in this Amendment in accordance with amended Exhibit B, payable to the Contractor in the same manner as set forth in the Main Agreement.

Terms and Conditions
The work and payment called for under this amendment shall be subject to all terms and conditions of the Agreement. All terms and conditions of the Agreement shall remain in full force and effect for the work covered by this Amendment unless specifically changed by the terms and conditions of this Amendment.
AMENDED EXHIBIT B

CONTRACT PRICE AND RATE SCHEDULE

Contract Prices for the provision of all specified labor, parts and equipment for the design, installation, service, preventative maintenance and monitoring of County/ACPS security and life safety systems:

MONITORING

**BASE STANDARD CENTRAL STATION (Intrusion)**
- Fire Alarm System (in addition to Base System) $3.15/Mo.
- Duress System (in addition to Base System) $2.10/Mo.
- Card Reader/Base $105.00/Mo.
- Card Reader/Additional $26.50/Mo.
- Cell Back-Up Units (in addition to Base System) $40.00/Mo.
- IP-based Monitoring $58.25/Mo.
- Emergency Elevator Phone Monitoring $26.50/Mo.

The above rates are based on no hard copy monthly reports related to monitoring status. County shall provide and maintain all phone lines needed.

PREVENTIVE MAINTENANCE
- Card Reader/Base $212.00/Mo.
- Card Reader/Additional $55.00/Mo.

CONTRACT LABOR RATES

- Installation (Security Related Installation Projects) $85.50/Hour
- Installation (Standard Fire Alarm Related Installation Projects) $56.00/Hour
- Service Technician $85.50/Hour
- Engineering, Design & Project Management $95.50/Hour
- Programming (Security Related Installation Projects) $118.75/Hour
- Programming (Standard Fire Alarm Related Installation Projects) $81.50/Hour

Rate adjustments:
- Monday through Friday, 5:00 p.m. to 7:30 a.m., and Saturday
- Sundays & Holidays 1 1/2 X Hourly Rate
- 2 X Hourly Rate

CONTRACT EQUIPMENT/PARTS DISCOUNT:

22% off manufacturer's published list price.

If other discount would apply for a specific equipment or parts order, the Contractor shall notify the County Project Officer in writing and obtain his/her approval before placing any order.
ARLINGTON COUNTY, VIRGINIA
AGREEMENT NO. 421-02
AMENDMENT NUMBER 2
REFERENCE NUMBER 240-06

This Amendment Number 2 ("Amendment") is made on the date of execution of the Amendment by the County and amends Agreement Number 421-02 dated May 29, 2003 as amended by Amendment 1 (Main Agreement) and made between Accutech Systems, Inc. ("Contractor") and the County Board of Arlington County, Virginia ("County").

Whereas the County and the Contractor desire to amend the work called for and the amounts to be paid under the Main Agreement, the Contractor and the County, in consideration of the promises and other good and valuable consideration specified in this Amendment, amend the Main Agreement as follows.

In addition to the work and payment called for under the Main Agreement, the Contractor agrees to perform the work called for under this Amendment in return for the payment called for in this Amendment.

Time of Performance
The Time of Performance for work under this Amendment will commence on June 1, 2006 and end on May 31, 2007, subject to any modifications in the Amendment Documents.

Payment
The County will pay the Contractor for the Contractor's completion of the work described and required in this Amendment in accordance with amended Exhibit B, payable to the Contractor in the same manner as set forth in the Main Agreement.

Terms and Conditions
The work and payment called for under this Amendment shall be subject to all terms and conditions of the Agreement. All terms and conditions of the Agreement shall remain in full force and effect for the work covered by this Amendment unless specifically changed by the terms and conditions of this Amendment.

WITNESS THESE SIGNATURES:

THE COUNTY BOARD OF ARLINGTON COUNTY, VIRGINIA
SIGNED
PRINT NAME RICHARD D. WARREN, JR.
AND TITLE: PURCHASING AGENT
DATE: 6-1-06

Accutech Systems, Inc., CONTRACTOR
TAXPAYER ID NUMBER: 52-1761309
SIGNED
PRINT NAME TIMOTHY C. MILLER
AND TITLE: PRESIDENT
DATE: May 30, 2006
EXHIBIT B

CONTRACT PRICE AND RATE SCHEDULE

Contract Prices for the provision of all specified labor, parts and equipment for the design, installation, service, preventative maintenance and monitoring of County/ACPS security and life safety systems:

MONITORING

BASE STANDARD CENTRAL STATION (Intrusion) $26.00/Mo.
Fire Alarm System (in addition to Base System) $3.12/Mo.
Duress System (in addition to Base System) $2.08/Mo.
Card Reader/Base $104.00/Mo.
Card Reader/Additional $26.00/Mo.
Cell Back-Up Units (in addition to Base System) $39.52/Mo.
IP-based Monitoring $57.20/Mo.
Emergency Elevator Phone Monitoring $26.00/Mo.

The above rates are based on no hard copy monthly reports related to monitoring status. County shall provide and maintain all phone lines needed.

PREVENTIVE MAINTENANCE
Card Reader/Base $208.00/Mo.
Card Reader/Additional $52.00/Mo.

CONTRACT LABOR RATES

Installation (Security Related Installation Projects) $83.98/Hour
Installation (Standard Fire Alarm Related Installation Projects) $55.00/Hour
Service Technician $83.98/Hour
Engineering, Design & Project Management $93.86/Hour
Programming (Security Related Installation Projects) $123.50/Hour
Programming (Standard Fire Alarm Related Installation Projects) $80.00/Hour

Rate adjustments:
Monday through Friday, 5:00 p.m. to 1 - ½ X Hourly Rate
7:30 a.m., and Saturday 2 X Hourly Rate
Sundays & Holidays

CONTRACT EQUIPMENT/PARTS DISCOUNT:

22% off manufacturer’s published list price.

If other discount would apply for a specific equipment or parts order, the Contractor shall notify the County Project Officer in writing and obtain his/her approval before placing any order.
ARLINGTON COUNTY, VIRGINIA
AGREEMENT NO. 421-02
AMENDMENT NUMBER 1
FILE REFERENCE NO. 177-04

This Amendment Number 1 ("Amendment") is made on the date of execution of the Amendment by the County and amends Agreement Number 421-02 ("Main Agreement") and made between AccuTech Systems, Inc., 704 E. Gude Drive, Suite A, Rockville, MD 20850 ("Contractor") and the County Board of Arlington County, Virginia ("County").

Whereas the County and the Contractor desire to amend the work called for and the amounts to be paid under the Main Agreement, the Contractor and the County, in consideration of the promises and other good and valuable consideration specified in this Amendment, amend the Main Agreement as follows.

IN EXHIBIT A (SCOPE OF WORK) ADD TO ITEM 3.8.1.a.1 THE FOLLOWING:

In lieu of using a discount from manufacturer's price list, the Contractor may provide the materials used for installations or repairs at a GSA Schedule price. This method can be used only if a manufacturer does not have a published price list but does have a GSA Schedule price list.

ADD TO "MONITORING" SECTION OF EXHIBIT B (CONTRACT PRICE AND RATE SCHEDULE) THE FOLLOWING:

Elevator Emergency Phones $25.00/Mo.

Terms and Conditions
The work and payment called for under this Amendment shall be subject to all terms and conditions of the Agreement. All terms and conditions of the Agreement shall remain in full force and effect for the work covered by this Amendment unless specifically changed by the terms and conditions of this Amendment.

WITNESS THESE SIGNATURES:

THE COUNTY BOARD OF ARLINGTON COUNTY, VIRGINIA

AUTHORIZED SIGNATURE: ____________________________

NAME AND RICHARD D. WARREN, JR.
TITLR: PURCHASING AGENT
DATE: 4/26/04

ACCUTECH SYSTEMS, INC.

AUTHORIZED SIGNATURE: ____________________________

NAME AND TAXPAYER ID NUMBER: 52-1761309
TITLR: Purchasing Agent
DATE: April 19, 2004
THIS AGREEMENT is made, on the date of execution by the County, between AccuTech Systems, Inc., 704 E. Gude Drive, Suite A, Rockville, MD 20850 (Contractor), a Maryland corporation authorized to do business in the Commonwealth of Virginia, and the County Board of Arlington County, Virginia (County). The County and the Contractor, for the consideration hereinafter specified, agree as follows:

CONTRACT DOCUMENTS
The Contract Documents consist of this Agreement, Exhibit A (Scope of Work), Exhibit B (Contract Price and Rate Schedule), and Exhibit C (Confidentiality Agreement). Where the terms and provisions of this Agreement vary from the terms and provisions of the other Contract Documents, the terms and provisions of this Agreement shall prevail over the other Contract Documents, and Exhibit A shall prevail over Exhibits B and C.

The Contract Documents set forth the entire Agreement between the County and the Contractor. The County and the Contractor agree that no representative or agent of either of them has made any representation or promise with respect to this Agreement which is not contained in the Contract Documents, and that all terms and conditions with respect to this Agreement are expressly contained herein. The Contract Documents shall constitute the Contract.

SCOPE OF WORK
The Contractor agrees to perform the services described in the Contract Documents (alternatively, the "Work"). The primary purpose of the Work is to provide to the County security system monitoring, maintenance, provision and installation of new security systems, and provision and installation of upgrades of existing security systems. The Contract Documents set forth the minimum Work estimated by the County and the Contractor to be necessary to complete the Work. It shall be the Contractor's responsibility, at the Contractor's sole cost, to provide the specific services set forth in the Contract Documents and sufficient services to fulfill the purposes of the Work. Nothing in the Contract Documents shall be construed to limit the Contractor's responsibility to manage the details and execution of its Work.

PROJECT OFFICER
The performance of the Contractor required by this Agreement is subject to the review and approval of the County Project Officer, who shall be appointed by the Director of the Arlington County Office of Support Services or designee. However, it shall be the responsibility of the Contractor to manage the details of the execution and performance of its Work under this Contract.

CONTRACT TERM
Work under this Agreement will commence upon execution of this Agreement by the County and shall continue (renewable annually) until May 31, 2006.
("Initial Contract Term"), subject to any modifications as provided for in the Contract Documents. Upon satisfactory performance of the Contractor and with the concurrence of the Contractor, the County may, through issuance of an amendment executed by the parties, authorize continued operations of the Contractor under the same contract unit prices for not more than seven (7) additional twelve (12) month periods from June 1, 2006 to May 31, 2013. (Each period is referred to as "Subsequent Contract Term"). Notwithstanding anything herein to the contrary, the Contract Amount for each extension period shall be in an amount not to exceed the funds appropriated for the Contract by the County Board of Arlington County, Virginia for the Subsequent Contract Term.

**CONTRACT AMOUNT**
The County will pay the Contractor in accordance with the terms of the Payment paragraph and at the prices and rates identified in Exhibit B for the Contractor's completion of the Work described and required in the Contract Documents subject to the terms and conditions in those documents. The Contractor agrees that it shall complete the Work for at the prices and rates set forth in Exhibit B unless such prices and/or rates are modified as provided in this Agreement. The Contract Prices and Rates include all of Contractor's costs and fees (profit).

**PAYMENT**
The Contractor will be paid monthly. Within 10 days after the last day of each month the Contractor shall submit, for approval by the Project Officer, an invoice describing the total Work done, by Task, during the preceding month. The Project Officer shall either approve the invoice or require corrections. The County will pay the Contractor within 30 days after the date of receipt of a correct (as determined by the Project Officer) invoice approved by the Project Officer. The amount paid shall be based on the estimate of the percentage of the total Work under each Task completed during the month, subject to the Project Officer's acceptance of the Work and the estimate. If the Contractor has been paid ninety percent (90%) of the Contract Amount for any Task and Work under that Task is not complete, the remaining amount due for that Task will be paid to the Contractor only after all Work on that Task is completed. The total amount paid for each Task shall not exceed the amount allocated for the Task, regardless of the number of hours spent or the amount of expenses incurred by the Contractor in the performance of the Work. The number of the Purchase Order by which authority shipments have been made or services performed shall appear on all invoices. Invoices shall be submitted in duplicate.

**ADDITIONAL SERVICES**
The Contractor shall not be compensated for any goods or services provided except those included in Exhibit A and paid for by the Contract Amount unless those goods or services are covered by a written Amendment to this Agreement signed by the County and the Contractor and a County Purchase Order is issued covering the expected cost of such services.

Additional services agreed upon by the parties will be billed at the rates set forth in Exhibit B unless otherwise agreed.
ARLINGTON COUNTY BUSINESS LICENSES
The Contractor must comply with the provisions of Chapter 11 (Business Licenses) of the Arlington County Code.

NON-DISCRIMINATION NOTICE
Arlington County does not discriminate against faith-based organizations.

COUNTY EMPLOYEES
No employee of Arlington County, Virginia shall be admitted to any share or part of this Contract or to any benefit that may arise therefrom which is not available to the general public.

EMPLOYMENT DISCRIMINATION BY CONTRACTOR PROHIBITED
During the performance of this contract, the contractor agrees as follows:

A. The contractor will not discriminate against any employee or applicant for employment because of race, religion, color, sex, sexual orientation, national origin, age, disability or any other basis prohibited by state law related to discrimination in employment except where there is a bona fide occupational qualification reasonably necessary to the normal operation of the contractor. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.

B. The contractor, in all solicitations or advertisements for employees placed by or on behalf of the contractor, will state that such contractor is an Equal Opportunity Employer.

C. Notices, advertisements and solicitations placed in accordance with federal law, rule or regulation shall be deemed sufficient for the purpose of meeting the requirements of this section.

D. The contractor will comply with the provisions of the Americans with Disabilities Act of 1990 which prohibits discrimination against individuals with disabilities in employment and mandates their full participation in both publicly and privately provided services and activities.

E. The contractor will include the provisions of the foregoing paragraphs in every subcontract or purchase order of over $10,000, so that the provisions will be binding upon each subcontractor or vendor.

DRUG-FREE WORKPLACE TO BE MAINTAINED BY CONTRACTOR
During the performance of this contract, the contractor agrees to (i) provide a drug-free workplace for the contractor's employees; (ii) post in conspicuous places, available to employees and applicants for employment, a statement notifying employees that the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana is prohibited in the contractor's workplace and specifying the actions that will be taken against employees for violations of such prohibition; (iii) state in all solicitations or advertisements for employees placed by or on behalf of the contractor that the contractor maintains a drug-free workplace; and (iv) include the provisions of the foregoing clauses in every subcontract or purchase order of over $10,000, so that the provisions will be binding upon each subcontractor or vendor.
For the purposes of this section, "drug-free workplace" means a site for the
performance of work done in connection with a specific contract awarded to a
contractor in accordance with the Arlington County Resolution, the employee
distribution, dispensation, possession or use of any controlled substance or
marijuana during the performance of the contract.

INDEMNIFICATION
The Contractor covenants to save, defend, hold harmless, and indemnify the
County, and all of its elected and appointed officials, officers, employees,
agents, departments, agencies, boards, and commissions (collectively the
"County") from and against any and all claims, losses, damages, injuries,
fines, penalties, costs (including court costs and attorney's fees), charges,
liability, or exposure, however caused, resulting from, arising out of, or in
any way connected with the Contractor's intentional, negligent, or grossly
negligent acts or omissions in performance or nonperformance of its work
called for by the Contract Documents. This indemnification shall survive the
termination of this Contract. The Contractor shall not be liable for losses
resulting from County's negligence.

COUNTY PURCHASE ORDER REQUIREMENT
County purchases of goods over $2,000.00 per transaction and purchases of
services over $500 per transaction are authorized only if a County Purchase
Order is issued in advance of the transaction, indicating that the ordering
agency has sufficient funds available to pay for the purchase. A purchase
order will be issued for any purchase if the vendor requires a purchase order
for its records. The County will not be liable for payment for any purchases
of goods over $2,000 per transaction or purchases of services over $500 per
transaction made by its employees without appropriate purchase authorization
issued by the County Purchasing Agent. Contractors providing goods or
services without a signed County Purchase Order do so at their own risk and
must satisfy themselves that the ordering person or agency is authorized to
purchase goods or services in the name of the County. Please direct
questions regarding this requirement to the County Procurement Officers at
703-228-3410.

FAILURE TO DELIVER
In case of failure to deliver goods or services in accordance with the
Contract terms and conditions and fails, within three (3) working days after
receipt of written notice from the County, to commence and continue
correction of such default or neglect with diligence and promptness, the
County may, after three (3) days following delivery of an additional written
notice of default to the Contractor, make good such deficiencies and may
deduct the reasonable cost of doing so from payments then or thereafter due
to the Contractor under this Agreement. This remedy shall be in addition to any
other remedies, which the County may have.

ETHICS IN PUBLIC CONTRACTING
This Contract incorporates by reference Article 9 of the Arlington County,
Virginia, Purchasing Resolution, as well as any state or federal law related
to ethics, conflicts of interest, or bribery, including by way of
illustration and not limitation, the Virginia State and Local Government
Conflict of Interests Act, the Virginia Governmental Frauds Act, and Articles
2 and 3 of Chapter 10 of Title 18.2 of the Virginia Code, as amended. The
Contractor certifies that its offer is made without collusion or fraud and
that it has not offered or received any kickbacks or inducements from any
other offeror, supplier, manufacturer, or subcontractor and that it has not
conferred on any public employee having official responsibility for this
purchase any payment, loan, subscription, advance, deposit of money,
services, or anything of more than nominal value, present or promised unless
consideration of substantially equal or greater value was exchanged.

LIABILITY
The Contractor shall not be held responsible for failure to perform the
duties and responsibilities imposed by this Contract if such failure is due
to strikes, fires, riots, rebellions, or Force Majeure, beyond the control of
the Contractor, that make performance impossible or illegal, unless otherwise
specified in the Contract.

The County shall not be held responsible for failure to perform the duties
and responsibilities imposed by the Contract if such failure is due to
strikes, fires, riots, rebellions, or Force Majeure, beyond the control of
the County, that make performance impossible or illegal, unless otherwise
specified in the Contract.

ASSIGNMENT
The Contractor shall not assign, transfer, convey, sublet, or otherwise
dispose of any award, or any or all of its rights, obligations, or interests
under this Contract, without the prior written consent of the County.

APPLICABLE LAW
This Contract and the work performed hereunder shall be governed in all
respects by the laws of the Commonwealth of Virginia and the venue for any
litigation with respect thereto shall be in the Circuit Court for Arlington
County, Virginia. In performing the Work under this Contract, the Contractor
shall comply with applicable federal, state, and local laws, ordinances and
regulations.

AUTHORITY TO TRANSACT BUSINESS
In accordance with §13.1-613 of the Code of Virginia, any firm submitting a
bid or proposal in response to this solicitation must be authorized to
transact business in the Commonwealth of Virginia.

IMMIGRATION REFORM AND CONTROL ACT OF 1986
The Contractor certifies that it does not, and will not during the
performance of the Contract, employ illegal alien workers or otherwise
violate the provisions of the federal Immigration Reform and Control Act of
1986.

ANTITRUST
By entering into this Contract, the Contractor conveys, sells, assigns and
transfers to the County all rights, title, and interest in and to all causes
of action the Contractor may now have or hereafter acquire under the
antitrust laws of the United States or the Commonwealth of Virginia, relating
to the goods or services purchased or acquired by the County under said
Contract.

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RELATION TO COUNTY
The Contractor will be legally considered as an independent contractor and
neither the Contractor nor its employees will, under any circumstances, be
considered employees, servants or agents of the County. The County will not
be legally responsible for any negligence or other wrongdoing by the
Contractor, its employees, servants or agents. The County will not withhold
payments to the Contractor for any federal or state unemployment taxes,
federal or state income taxes, Social Security tax, or any other amounts for
benefits to the Contractor. Further, the County will not provide to the
Contractor any insurance coverage or other benefits, including Workers’
Compensation, normally provided by the County for its employees.

DELIVERY
All goods are purchased F.O.B. point of delivery in Arlington County. All
costs for handling and transportation charges to the designated point of
delivery shall be borne by the Contractor. Transportation, handling and all
related charges shall be included in the unit prices or discounts bid for
each item.

ARLINGTON COUNTY PURCHASING RESOLUTION
The Contract is governed by the applicable provisions of the Arlington County
Purchasing Resolution. The time limit for final written decision by the
County Manager in the event of a contractual dispute, as that term is defined
in the Purchasing Resolution, is fifteen (15) days. Procedures for
contractual disputes, administrative appeals, and protests are available upon
request from the Office of the Purchasing Agent.

ARBITRATION
It is expressly agreed that nothing under the Contract shall be subject to
arbitration, and any references to arbitration are expressly deleted from the
Contract.

PATENTS AND ROYALTIES
The Contractor covenants to save, defend, hold harmless, and indemnify the
County, and all of its officers, officials, departments, agencies, agents,
and employees (collectively the “County”) from and against any and all
claims, losses, damages, injuries, fines, penalties, costs (including court
costs and attorney’s fees), charges, liability, or exposure, however caused,
for or on account of any trademark, copyright, patented or unpatented
invention, process, or article manufactured or used in the performance of
this Contract, including its use by the County. If the Contractor uses any
design, device, or materials covered by letters patent or copyright, it is
mutually agreed and understood, without exception, that the Contract price
includes all royalties or costs arising from the use of such design, device,
or materials in any way involved with the work.

CONFIDENTIALITY AND RETURN OF RECORDS
The Contractor agrees that all findings, memoranda, correspondence, documents
or records of any type, whether written or oral, and all documents generated
by the Contractor or its subcontractors as a result of the County’s request
for services under this Contract, are confidential records (“Record” or
“Records”), and neither the Records nor their contents shall be released by
the Contractor, its subcontractors, or other third parties; nor shall their
contents be disclosed to any person other than the Project Officer or
designee. The Contractor agrees that all oral or written inquiries from any person or entity regarding the status of any Record generated as a result of the existence of this Contract shall be referred to the Project Officer or designee for response. At the County's request, the Contractor shall deliver all Records to the Project Officer, including "hard copies" of computer records, and at the County's request, shall destroy all computer records created as a result of the County's request for services under this Contract.

The Contractor agrees to include the provisions of this section as part of any Contract or Agreement the Contractor enters into with subcontractors or other third parties for work related to work pursuant to this Agreement.

No termination of this Agreement shall have the effect of rescinding, terminating or otherwise invalidating this section.

COPYRIGHT
The Contractor hereby irrevocably transfers, assigns, sets over and conveys to the County all right, title and interest, including the sole exclusive and complete copyright interest, in any and all copyrightable works created pursuant to this Agreement. The Contractor further agrees to execute such documents as the County may request to effect such transfer or assignment.

Further, the Contractor agrees that the rights granted to the County by this paragraph are irrevocable. Notwithstanding anything else in this Agreement, the Contractor's remedy in the event of termination of or dispute over the terms of this Agreement shall not include any right to rescind, terminate or otherwise revoke or invalidate in any way the rights conferred pursuant to the provisions of this paragraph. Similarly, no termination of this Agreement shall have the effect of rescinding, terminating or otherwise invalidating the rights acquired pursuant to the provisions of this "Copyright" paragraph.

The use of subcontractors or third parties in developing or creating input into any copyrightable materials produced as a part of this Agreement is prohibited unless the County approves the use of such subcontractors or third parties in advance and such subcontractors or third parties agree to include the provisions of this paragraph as part of any contract they enter into with the Contractor for work related to work under this Contract.

PAYMENT OF SUBCONTRACTORS
The Contractor is obligated to take one of the two following actions within seven (7) days after receipt of amounts paid to the Contractor by the County for work performed by any subcontractor under this Contract:

a. Pay the subcontractor for the proportionate share of the total payment received from the County attributable to the work performed by the subcontractor under this Contract; or

b. Notify the County and the subcontractor, in writing, of the Contractor's intention to withhold all or a part of the subcontractor's payment with the reason for nonpayment.

The Contractor is obligated to pay interest to the subcontractor on all amounts owed by the Contractor that remain unpaid after seven (7) days following receipt by the Contractor of payment from the County for work
performed by the subcontractor under this Contract, except for amounts withheld as allowed in b., above. Unless otherwise provided under the terms of this Contract, interest shall accrue at the rate of one percent (1%) per month.

The Contractor shall include in each of its subcontracts a provision requiring each subcontractor to include or otherwise be subject to the same payment and interest requirements with respect to each lower-tier subcontractor.

The Contractor's obligation to pay an interest charge to a subcontractor pursuant to the above provisions may not be construed to be an obligation of the County. A Contract modification may not be made for the purpose of providing reimbursement for such interest charge. A cost reimbursement claim may not include any amount for reimbursement for such interest charge.

AUDIT
The Contractor agrees to retain all books, records and other documents related to this procurement for at least five (5) years after final payment, or until audited by the County, whichever is sooner. The County or its authorized agents shall have full access to and the right to examine any of the above documents during this period. If the Contractor wishes to destroy or dispose of records (including confidential records to which the County does not have ready access) after the County's audit but within five (5) years after final payment, the Contractor shall notify the County at least thirty (30) days prior to such disposal, and if the County objects, shall not dispose of the records.

PROJECT STAFF
The County will, throughout the Contract Term and any renewal term, have the right of reasonable rejection and approval of staff or subcontractors assigned to the project by the Contractor. If the County reasonably rejects staff or subcontractors, the Contractor must provide replacement staff or subcontractors satisfactory to the County in a timely manner and at no additional cost to the County. The day-to-day supervision and control of the Contractor's employees shall be solely the responsibility of the Contractor.

SUPERVISION BY CONTRACTOR
The Contractor shall at all times enforce strict discipline and good order among the workers performing under this Contract, and shall not employ on the work any person not reasonably proficient in the work assigned.

SAFETY
The Contractor shall comply with, and ensure that the Contractor's personnel and subcontracted personnel comply with, all current applicable local, state and federal policies, regulations and standards relating to safety and health, including, by way of illustration and not limitation, the standards of the Virginia Occupational Safety and Health Administration for the General Industry and for the Construction Industry, the Federal Environmental Protection Agency Standards and the applicable standards of the Virginia Department of Environmental Quality.

The Contractor shall provide, or cause to be provided, all technical expertise, qualified personnel, equipment, tools and material to safely accomplish the work specified to be performed by the Contractor and subcontractor(s).
The Contractor shall identify to the County Project Officer at least one on-site person who is the Contractor's competent, qualified, and authorized person on the worksite and who is, by training or experience, familiar with policies, regulations and standards applicable to the work being performed. The competent, qualified and authorized person must be capable of identifying existing and predictable hazards in the surroundings or working conditions which are unsanitary, hazardous or dangerous to employees, shall be capable of ensuring that applicable safety regulations are complied with, and shall have the authority and responsibility to take prompt corrective measures, which may include removal of the Contractor's personnel from the work site.

The Contractor shall provide to the County, at the County's request, a copy of the Contractor's written safety policies and safety procedures applicable to the scope of work. Failure to provide this information within seven (7) days of the County's request may result in cancellation of the award.

**CONTRACT EXTENSION WITH PRICE ADJUSTMENTS NEGOTIATED UP TO CPI-U**

This is a Contract with a Contract Term of ten (10) years. The Contract unit price(s) shall remain firm for the Initial Contract Term. The Contract unit price(s) for each Subsequent Contract Term, if the County elects to extend the Contract, shall be negotiated by the County and the Contractor. Increases in the price(s) for ensuing years shall not exceed the percentage of change in the U.S. Department of Labor, Consumer Price Index, All Items, Unadjusted, Urban Areas (CPI-U) for the twelve (12) month period ending in each Contract Year.

If the Contractor and the County do not agree on a price using the procedure set forth above by the thirtieth (30th) day prior to the end of the initial Contract Term or the end of ensuing renewal term or terms, the County will terminate the Contract whether or not the County has previously elected to extend the term. The Contract unit price(s) changed as a result of this procedure shall become effective on the anniversary date of the Contract and shall be binding on the Contractor for the ensuing renewal term or terms.

**ADJUSTMENTS FOR CHANGE IN SCOPE**

The County may order changes in the work within the general scope of the work consisting of additions, deletions or other revisions. No claim may be made by the Contractor that the scope of the project or of the Contractor's services has been changed requiring adjustments to the amount of compensation due the Contractor unless such adjustments have been made by a written amendment to the Contract signed by the County and the Contractor. If the Contractor believes that any particular work is not within the scope of the project or is a material change or otherwise will call for more compensation to the Contractor, the Contractor must immediately notify the Project Officer in writing of this belief. Within ten (10) days after any change or event which the Contractor believes calls for more compensation, the Contractor must provide to the Project Officer a proposal which sets forth the amount of additional compensation claimed, together with the basis therefor and supportive documentation for the amount. The Contractor will not be compensated for performing any work unless a proposal complying with this paragraph has been submitted in the time specified above and a written amendment has been signed by the County and the Contractor and a County purchase order is issued covering the cost of the services to be provided under the amendment. If the Project Officer believes that the work is within the scope of the Contract as written, the Contractor will be ordered to
NONAPPROPRIATION
All funds for payments by the County under this Contract are subject to the availability of an annual appropriation for this purpose by the County Board of Arlington County. In the event of nonappropriation of funds by the County Board of Arlington County for the goods or services provided under this Contract or substitutes for such goods or services which are more advanced or more mature in their technology, the County will terminate the Contract, without termination charge or other liability to the County, on the last day of the then current fiscal year or when the appropriation made for the then current year for the services covered by this Contract is spent, whichever event occurs first. If funds are not appropriated at any time for the continuation of this Contract, cancellation will be accepted by the Contractor on thirty (30) days prior written notice, but failure to give such notice shall have no effect and the County Board of Arlington County shall not be obligated under this Contract beyond the date of termination.

TERMINATION FOR DEFAULT
The Contract will remain in force for the full period specified and until the County determines that all requirements and conditions have been satisfactorily met and the County has accepted the Work, and thereafter until the Contractor has met all requirements and conditions relating to the Work under the Contract Documents following the Initial Contract Term and all Subsequent Contract Terms, including warranty and guarantee periods. However, the County will have the right to terminate this Contract sooner if the Contractor has failed to perform satisfactorily the Work required, as determined by the County in its discretion.

In the event the County decides to terminate this Contract for failure to perform satisfactorily, the County will give the Contractor at least forty-five (45) days written notice before the termination takes effect. Such forty-five (45) day period will begin upon the mailing of notice by the County. If the Contractor fails to cure the default within the fifteen (15) days specified in the notice and the Contract is terminated for the Contractor's failure to provide satisfactory contractual performance, the Contractor will be entitled to receive compensation for all Contract services satisfactorily performed by the Contractor and allocable to the Contract and accepted by the County prior to such termination. However, an amount equal to all additional costs required to be expended by the County to complete the Work covered by the Contract, including costs of delay in completing the project, shall be either subtracted from any amount due the Contractor or charged to the Contractor in the event the County terminates the Contract.

Except as otherwise directed by the County, or in the case of termination for default (in which event the Contractor may be entitled to cure, at the option of the County), the Contractor shall stop work on the date of receipt of notice of the termination or other date specified in the notice, place no further orders or subcontracts for materials, services, or facilities except as are necessary for the completion of such portion of the Work not terminated, and terminate all vendors and subcontracts and settle all outstanding liabilities and claims.
In the event any termination for default shall be found to be improper or invalid by any court of competent jurisdiction, then such termination shall be deemed to have been a termination for convenience.

**TERMINATION FOR THE CONVENIENCE OF THE COUNTY**

The performance of work under this Contract may be terminated by the Purchasing Agent in whole or in part whenever the Purchasing Agent shall determine that such termination is in the County's best interest. Any such termination shall be effected by the delivery to the Contractor of a written notice of termination at least ninety (90) days before the date of termination, specifying the extent to which performance of the work under this Contract is terminated and the date upon which such termination becomes effective.

After receipt of a notice of termination and except as otherwise directed the Contractor shall stop all work on the date of receipt of the notice of termination or other date specified in the notice, place no further orders or subcontracts for materials, services or facilities except as are necessary for the completion of such portion of the work not terminated; immediately transfer all documentation and paperwork for terminated work to the County; and terminate all vendors and subcontracts and settle all outstanding liabilities and claims.

**REQUIREMENTS CONTRACT (ESTIMATED QUANTITIES)**

During the Contract Term, the Contractor will furnish all of the items or services described in the Contract Documents. The Contractor understands and agrees that this is a requirements contract and the County will have no obligation to the Contractor if no items or services are required. Any quantities which are included in the Contract Documents are the present expectations of those who are planning for the County for the period of the contract. The amount is only an estimate and the Contractor understands and agrees that the County is under no obligation to the Contractor to buy any amount as a result of having provided this estimate or of having had any normal or otherwise measurable requirement in the past. The Contractor further understands that the County may require services in excess of the estimated annual Contract amount and that such excess shall not give rise to any claim for compensation other than at the unit prices in this Contract.

**INSURANCE REQUIREMENTS**

The Contractor shall provide to the County Purchasing Agent a Certificate of Insurance indicating that the Contractor has in force the coverage below prior to the start of any Work under this Contract. The Contractor agrees to maintain such insurance until the completion of this Contract. All required insurance coverages must be acquired from insurers authorized to do business in the Commonwealth of Virginia and acceptable to the County. The minimum insurance coverage shall be:

- **Workers Compensation - Virginia Statutory Workers Compensation (W/C)** coverage including Virginia benefits and employers liability with limits of $100,000/100,000/500,000. The County will not accept W/C coverage issued by the Injured Worker's Insurance Fund, Towson, MD.

- **Commercial General Liability** - $1,000,000 combined single limit coverage with $1,000,000 general aggregate covering all premises and
operations and including Personal Injury, Completed Operations, Contractual Liability, Independent Contractors, and Products Liability. The general aggregate limit shall apply to this Contract. Evidence of Contractual Liability coverage shall be typed on the certificate.

Additional Insured - Arlington County, its officers, elected and appointed officials, and employees shall be named as an additional insured in the Contractor's Commercial General Liability policy; evidence of the Additional Insured endorsement shall be typed on the certificate.

Cancellation - All insurance policies required hereunder shall be endorsed to include the following provision: "It is agreed that this policy is not subject to cancellation, non-renewal, material change, or reduction in coverage until thirty (30) days prior written notice has been given to the Purchasing Agent, Arlington County, Virginia." Therefore, the words "endeavor to" and "but failure to mail such notice shall impose no obligation of liability of any kind upon the company, its agents or representatives" are to be eliminated from the cancellation provision of standard ACORD certificates of insurance.

Contract Identification - The insurance certificate shall state this Contract's number and title.

Business Automobile Liability - $500,000 Combined Single Limit (Owned, non-owned and hired).

The Contractor assumes all risks for direct and indirect damage or injury to the property or persons used or employed on or in connection with the Work contracted for, and all damage or injury to any person or property wherever located, resulting from any action, omission, commission or operation under the Contract.

No acceptance or approval of any insurance by the County shall be construed as relieving or excusing the Contractor from any liability or obligation imposed upon the Contractor by the provisions of the Contract Documents.

The Contractor shall be responsible for the Work performed under the Contract Documents and every part thereof, and for all materials, tools, equipment, appliances, and property of any description used in connection with the Work. The Contractor shall be as fully responsible to the County for the acts and omissions of its subcontractors and of persons employed by them as it is for acts and omissions of persons directly employed by it.

Notwithstanding any of the above, the Contractor may satisfy its obligations under this section by means of self insurance for all or any part of the insurance required, provided that the alternative coverages are submitted to and acceptable to the County.

NONEXCLUSIVITY OF REMEDIES
All remedies available to the County under this contract are cumulative and no such remedy shall be exclusive of any other remedy available to the County at law or in equity.

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AMENDMENTS
This Contract shall not be amended except by written amendment executed by persons duly authorized to bind the Contractor and the County.

SEVERABILITY
The sections, paragraphs, sentences, clauses and phrases of this Contract are severable, and if any phrase, clause, sentence, paragraph or section of this Contract shall be declared invalid by the valid judgement or decree of a court of competent jurisdiction, such invalidity shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this Contract.

WITNESS these signatures:

THE COUNTY BOARD OF ARLINGTON COUNTY, VIRGINIA

AUTHORIZED SIGNATURE: [Signature]
NAME AND RICHARD D. WARNER, JR.
TITLE: PURCHASING AGENT
DATE: 1/29/03
FOR: ARLINGTON COUNTY PUBLIC SCHOOLS

AUTHORIZED SIGNATURE: [Signature]
NAME AND RICHARD DAVIS
TITLE: PURCHASING AGENT
DATE: 1/29/03

ACCUTECH SYSTEMS, INC.

TAXPAYER ID NUMBER, SSN/EIN: 52-1761309
AUTHORIZED SIGNATURE: [Signature]
NAME AND TITLE: Timothy S. Miller, President
DATE: 1/29/03

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EXHIBIT A

SCOPE OF SERVICES

1. GENERAL

1.1. SCOPE

The Contractor shall furnish, install, monitor, inspect, service and maintain Electronic Security Systems ("System" or "Systems") at Arlington County (County) and Arlington County Public Schools (ACPS) facilities. Additionally, the Contractor shall integrate employee picture identification/badging system for use with the existing electronic card access system to be compatible with all new systems required by the County.

The requirements noted below identify the minimum County's and ACPS's requirements. It shall be the Contractor's responsibility to provide sufficient services to fulfill the purposes of the Work.

Upon execution of this contract, the County will transfer to the Contractor the monitoring and maintenance of the 35 existing Systems in various County buildings and facilities. ACPS will transfer to the Contractor for monitoring and testing of the existing 42 facility and 47 equipment monitoring Systems in the various ACPS buildings and facilities. Contractor shall provide all necessary services to transfer all monitoring and service related to the Systems at all facilities as specified. Additionally, upon inspection and evaluation of the Systems at the existing facilities, the Contractor shall provide to the County Project Officer design(s) and proposal(s) to facilitate the upgrade, perform preventative maintenance and inspections of facilities to provide consistently operating and regularly maintained systems to meet the specifications described herein. At a minimum, the Contractor shall provide installation, servicing, preventative maintenance, inspections and monitoring, as appropriate, on the following existing County/ACPS owned intrusion, fire, duress, CCTV, and electronic card access Security Systems equipment:

1. Radionics Detection Systems (Bosch Security Systems)
2. Northern Computers
3. Wiegand Systems (HID)
4. Indala (HID)
5. Dual Tec (IntelliSense)
6. Ademco
7. Aliphone
8. Kalatel
9. Pelco
10. Perimeter Products
11. Silent Witness
12. Inovonics

The Contractor shall start the Work by providing all services needed to transfer the monitoring of all existing Systems located at County/ACPS facilities. The Contractor shall evaluate all existing Systems, document equipment and coverage currently in place, and operating condition of all Systems covered by this contract. The System transfer
and evaluation process shall be performed at Contract Labor Rates.

Upon completion of the Systems evaluation and assessment, Contractor shall provide to the County Project Officer detailed proposal to address the recommended upgrade/replacement, or other recommendation, of all necessary System components and/or infrastructure and provide recommended scope of work to bring the existing Systems to County standards specified within the scope of this Contract with the intent of having each and all County/ACPS owned Systems with consistent operating system configurations and scope of coverage, along with the appropriate inspection and preventative maintenance programs. From submitted, detailed proposal County/ACPS may elect to initiate upgrade process at the Contract Labor Rates and parts/equipment discounts specified in the contract.

1.2. REFERENCE STANDARDS

1.2.1. Reference standards or recommended practices referred to herein shall be the latest edition or revision of the item referenced.

1.2.2. Equipment and materials for which there are Underwriter's Laboratories (UL) standard testing requirements or listings shall have the appropriate UL label indicating compliance with the UL requirements.

1.2.3. Equipment and materials for which there are American National Standards Institute (ANSI) standard testing requirements or listings shall have the appropriate ANSI label indicating compliance with the ANSI requirements.

1.2.4. Systems shall be designed, manufactured, tested and installed in accordance with NFPA 70 (National Electrical Code / NEC), state codes, local codes, requirements of Authorities Having Jurisdiction (AHJ), and in particular:

1. SBCCI (Southern Building Code Congress International) requirements
2. ADA (Americans with Disabilities Act, Public Law 101-336) requirements
4. NFPA (National Burglar & Fire Alarm Association) standards
5. Manufacturer's requirements
6. Standard industry practices
7. HIPAA (Health Insurance Portability and Accountability Act) requirements

In the event that any codes disagree with one another, or are in conflict, the Contractor shall use the more restrictive code.

1.3. DEFINITIONS

1.3.1. 24-Hour Zone is a zone that is always active.

1.3.2. Access Control is the method of regulating or restricting personnel movement in an area to those personnel previously authorized to be there.
1.3.3. Accessible components or devices are those which are readily available to unauthorized personnel and which may be vulnerable to tampering or compromise. Components or devices are considered accessible if they are:
   
a) Located lower than ten feet from the floor on a finished or unfinished wall inside a building.
   
b) Mounted to the finished surface of a suspended ceiling inside a building.
   
c) Mounted on the exterior surface of a building.
   
d) Mounted to any surface or structure outside a building.
   
Note: Components or devices that are located completely inside another locked enclosure or which are normally concealed by building structure are generally considered to be inaccessible.

1.3.4. AHJ is a generic term used for a person or organization that has some form of joint sovereignty. This term is commonly used to refer to local governments or local/state Fire Marshall or Building Inspectors.

1.3.5. Alarm Point is a connection to an alarm input on the alarm control panel. Alarm points are always normally-closed contact devices (contacts open on alarm.) Each alarm point has a unique identity on the panel and may be custom programmed.

1.3.6. Anti-Passback is a system designed to prevent or discourage a user from using a card to gain entry and then pass the same card back to another to allow them entry.

1.3.7. Card Access is a method used to provide access control at designated doors. The County and ACPS use proximity and magnetic swipe cards.

1.3.8. Central Monitoring Station (CMS) is a business in which alarms are signaled automatically to, recorded, maintained and supervised from a central location having trained operators in attendance at all times.

1.3.9. Close is the act of arming a security system.

1.3.10. Commercial Power Outage refers to the condition where a reduction of available commercially provided voltage at the load does not permit the equipment to function as designed.

1.3.11. Contact refers to either a magnetic switch assembly used to detect door status or to a relay output from alarm initiation devices, security control panels or fire alarm control panels.

1.3.12. Controllers, both access control and alarm input, are
microprocessor-based, digital technology and distributed intelligence architecture. Controllers collect data from the field devices and provide the information to the file server and operate independently of one another with all database information stored at the control panel level.

1.3.13. Control Panel is the part of a security system that handles control and communication and to which initiating devices are connected. The Control Panel will seize the connected telephone line, dial a pre-designated number to connect to the Central Monitoring Station, and transmit signals indicating a status change of the initiating device.

1.3.14. Closed Circuit means that the camera image is displayed via a complete or closed path from the camera to a specific display and/or recording device.

1.3.15. Delayed Zone is a zone configured to provide a time delay, when activated, before an alarm is generated.

1.3.16. Door Open Time is the time allowed for a controlled door to remain open after a valid entry. At the expiration of this time, the system records a transaction that may be defined as an alarm. If the alarm bypass relay were used, it would also de-energize at this time.

1.3.17. Drop # refers to the room(s) or location(s) housing the RTU, FIP and associated equipment serving the building or a major area of the building. The security head end equipment generally requires ten (10) feet of unobstructed wall space and a minimum five (5) foot clearance for equipment access. The head end may share space with telecommunications equipment if necessary.

1.3.18. Dureas is the presence of one or more persons trying to force an individual to enter a facility against the individual’s will.

1.3.19. Electronic Digital Locks is a method used to provide access control at some doors. The County and ACP8 use a stand-alone, fully keypad programmable type for all applications. The lever set complies with the 1992 Americans with Disability Act and is equipped with key override.

1.3.20. Electric Strike refers to a method of automatic opening and securing a door with a strike plate that retracts into the door jamb allowing the door to open in conjunction with an electronic card reader.

1.3.21. Embarrassment Alarm is a local door annunciation assembly used to control the use of certain doors by authorized or unauthorized personnel. This assembly includes a local sounder that can be bypassed through the system software.

1.3.22. Emergency Power refers to electrical supply circuits that continue to provide power in the event of a commercial power outage. Emergency power may be supplied by generator.
or UPS and may be momentarily interrupted during the transition from commercial power to emergency power.

1.3.23. **Entry/Exit Zone** is a delayed zone on the protected premises. These zones are usually associated with perimeter devices although interior devices or zones may be "followers" to the perimeter devices.

1.3.24. **Fail-Safe** is when, on loss of power, access points automatically electronically unlock thereby allowing free access. The card access system would automatically be notified of a device malfunction or loss of power. Power is applied constantly to the lock hence the door is unlocked when power is lost. Also known as "fail open". In all cases free egress must be maintained. Doors using Fail Safe mode must be rated for Continuous Duty.

1.3.25. **Fail Secure** is when, on loss of power, access points remain mechanically locked. The card access system would automatically be notified of a device malfunction or loss of power. Provision should be made to allow for manual unlocking of the door hardware by using a key. Power is sent to the lock to unlock and in the event of power failure the door remains locked and requires a manual unlock (override) until the power is restored. In all cases free egress must be maintained.

1.3.26. **FIP** is a Field Interface Panel that is the termination point (usually a locked enclosure) for copper and fiber optic cable entering and/or leaving a facility. Only the County and ACS use the cable in a FIP and the door to the FIP enclosure is always monitored as an alarm point. The FIP always requires a dedicated quad receptacle with 115 VAC emergency power mounted inside the enclosure. The FIP must be tampered.

1.3.27. **Follower Zone** is a non entry/exit zone, typically an interior zone located on an entry/exit path, that is treated as an entry/exit zone during an Entry or Exit delay time.

1.3.28. **Homerun cable and conduit** must be separate from other cable and conduit runs for their entire length. Devices required being homerun to a FIP or RTU (see definitions) must use a separate conduit system and cable from each device back to the FIP or RTU. No splices of any kind are permitted in any cable used in a Security System.

1.3.29. **Inaccessible components** or devices are those that are located completely inside another locked enclosure or which are normally concealed by building structure are generally considered to be inaccessible.

1.3.30. **Magnetic Lock** is a locking device that consists of a metal plate that is fastened to the door and an electromagnet is attached to the door frame. When the electromagnet is energized, it holds the plate, and by extension, the door
to which it is attached, together.

1.3.31. Open is the act of disarming the intrusion system.

1.3.32. Partition is a defined area within the security system that can be armed or disarmed independent of the other areas, but is operated under a single system control. (Dedicated or shared user interfaces may be used to operate a system.)

1.3.33. Point is an electronically addressable sensor, sometimes used interchangeably with the term's sensor or device.

1.3.34. Protected indicates the area which requires the greater degree of security or the higher level of restriction. Details of door contacts and other security devices should always indicate which side is the protected side.

1.3.35. Reader is the card access assembly that detects the presence of an access control card presented by an individual and transmits the card data to the associated card access controller.

1.3.36. Remote Terminal Unit (RTU). An RTU is the termination point for alarm monitoring and low-voltage power supply cables servicing the building or major area of the building. Only the County and ACPG may use the cables in an RTU. The door to the RTU enclosure is always monitored as an alarm point. The RTU is the point of homerun termination for all security devices and components in the area it serves. (Exception: All video and camera control signals are routed to the FIP.) The RTU must be large enough to accommodate the Security System devices that receive the alarm point inputs and must be a locked enclosure. The RTU always requires a dedicated quad receptacle with 115 VAC emergency power mounted inside the enclosure.

1.3.37. Request To Exit (RTX) is a device that allows egress through an access control door without setting off an alarm by providing input to the access control system authorizing the egress.

1.3.38. Strike is a plate mortised into or mounted on the doorjamb to accept and restrain a bolt when the door is closed. (Also know as a "keeper")

1.3.39. Tampered indicates that the device or enclosure has been provided with a switch which reports to the County and ACPG Security System as an alarm point. Removal or opening of the component will immediately transmit an alarm to security personnel. All FIP's, RTU's, and similar equipment enclosures must be tampered.

1.3.40. Tamperproof refers to the use of screws or fasteners that cannot be removed with readily available hand tools. The County and ACPG use spanner-type screws to tamperproof all accessible junction boxes, key switches and similar
devices.

1.3.41.  
Unprotected indicates the area which requires the lesser degree of security or the lower level of restriction. Details of door contacts and other security devices should always indicate which is the unprotected side.

1.3.42.  
UPS Power refers to electrical supply circuits that continue to provide power in the event of a commercial power outage. UPS power differs from emergency power in that it is not momentarily interrupted during the transition from commercial power to emergency power. (Note: The County and ACPS do not normally provide separate UPS systems for the security components.)

1.3.43.  
Zone is a dedicated input to the control panel containing one or more sensor devices which will trip that input upon activation of any one sensor device.

1.4.  
CONTRACTOR QUALIFICATIONS

1.4.1.  
Due to the nature of the work covered by this contract, in addition to the various certification requirements set forth in the solicitation documents, County staff will evaluate the ability of any Offeror considered for award of this contract to assure that the Offeror has the necessary facilities and abilities to furnish the services specified herein in a satisfactory manner. Access to Intrusion system specifications and construction documents will be provided to the Contractor only after County’s completion of such evaluation.

1.4.2.  
The County and ACPS realize that the Contractor is an expert in the installation of Intrusion Systems. Therefore, it is the responsibility of the Contractor to effect a properly functioning and safe Intrusion Systems. This responsibility shall include any items that may or may not be specifically noted in this document.

1.4.3.  
The Contractor shall:

1.4.3.1.  
Act as an independent Contractor and not as an agent or employee of the County and ACPS.

1.4.3.2.  
Be solely responsible for compliance with all applicable laws governing the employment of its employees and for Contractor’s own acts and those of Contractor’s employees, agents and contractors during the performance of Contractor’s obligations hereunder.

1.4.3.3.  
Be responsible for all taxes, permits or other fees imposed due to the work of the Contractor.

1.4.3.4.  
 Execute a Confidentiality Agreement (see Attachment 1) with the County and ACPS prior to the start of any work.

1.4.3.5.  
Be regularly engaged in installing security and related
components, and shall have been engaged in such work for a period of not less than three (3) years prior to submittal of this proposal.

1.4.3.6. At the time of submission of their proposal be licensed by the Virginia Department of Criminal Justice Services (DCJS). Offerors who have this license pending, will not be considered for award of this contract.

1.4.3.7. At the time of submission of their proposal, be licensed by the State of Virginia as an Electrical Contractor. Offerors who have this license pending, will not be considered for award of this contract.

1.4.3.8. Include in the proposal copies of the DCJS and Electrical Contractor licenses.

1.4.3.9. All personnel employed by the Contractor shall be registered with the appropriate levels of State or Municipal Licensing Board as provided for by current Virginia State statutes.

1.4.3.10. Include in the proposal a copy of Offeror's current business license as issued by the State of Virginia.

1.4.3.11. Contractor shall immediately notify the County and ACPS, in writing, of any Judgment, Disqualification, Permit Revocation or any other similar action taken against the Contractor by any legitimate Regulating Authority or Licensing Agency that may occur during the course of the work that the Contractor performs for the County and ACPS.

1.4.3.12. Provide upon request the contact person name, and location of a similar project which would be available for inspection by the County and ACPS in order to verify the competency of the Contractor to perform within the scope of this project.

1.5. NEW/UPGRADE WORK ASSIGNMENTS

1.5.1. The County and/or ACPS will provide to the Contractor for any new system to be added to the Contract, or for an upgrade of any existing system, specifications for such new system and description of services required. The Contractor shall inspect the facility and test any security system already in place. The Contractor shall then prepare and provide to the Project Officer a written estimate based on the contract unit prices and labor rates. Such proposal shall include the following:

a. Description and cost to install the new system. If a modification of any existing system is required, description and cost of such modification.

b. Description and cost to install any upgrades of an existing system to meet additional requirements specified by the County or ACPS.

c. A fixed monthly cost to provide preventive maintenance,
repairs, and replacement parts necessary to maintain the system.

d. A description of the system's existing or recommended schedule for manual testing, inspection and maintenance, and a method to record all such testing and inspections.

e. A proposed Central Monitoring Agreement and the monthly cost for that service.

f. Estimate of the total time to install, repair or modify the system and bring it on line at the Central Monitoring Station.

Lump sum proposals for this work will not be accepted.

The County and ACPS will evaluate each proposal received. The County and ACPS reserve the right to negotiate with the Contractor any proposal deemed excessive. If such negotiations do not result in a proposal acceptable to the County or ACPS, the County and ACPS reserve the right to solicit proposals for provision and installation of such new systems from other sources. However, the maintenance and monitoring of any such new system shall be performed by the Contractor.

Upon acceptance of Contractor's proposal, the County or ACPS, will issue a separate Purchase Order for any such new system or upgrade of an existing system. The Contractor shall, upon receipt of the Purchase Order, proceed with the installation and monitoring.

1.5.2. The provisions of the following Sections 1.6 through 3.4 are applicable for the provision, installation, maintenance, and monitoring of any new system and/or of any upgrade of an existing system.

1.6. DOCUMENT PREPARATION AND CONTROL

1.6.1. All design guides, design development documents, construction drawings and record drawings are extremely confidential. Access to these documents shall be restricted to authorized County and ACPS personnel and the Contractor. Parties receiving these documents shall take every reasonable precaution to protect these documents from unauthorized access.

1.6.2. Drawings and documents relating to this project which are no longer required shall be disposed of by complete destruction. The Contractor shall provide to the County and/or ACPS a certificate of destruction of such documents.

1.6.3. Distribution of any Section of these specifications to other persons or companies shall not be made without prior written approval of the County and ACPS.

1.7. SUBMITTALS

1.7.1. The Contractor shall submit, with each proposal for new system or an upgrade of an existing system the submittal documentation specified below. The appropriate County or
ACPS Project Officer will review the submittals. The review of submittals shall not be interpreted as a checking of detailed dimensions or approval of deviations from contract documents.

1.7.2. Within thirty (30) calendar days of completion of a work assignment, the Contractor shall provide the following submittal documentation:

1.7.2.1. Layout drawings for all Intrusion and related components in the project. The layout drawings shall indicate in detail the labeling of each component including any electrical connections, power supplies, terminal strips, switches or other similar components.

1.7.2.2. Shop drawings to include point-to-point wiring diagrams for each building. Point-to-point diagrams shall detail each device location and all associated wire runs.

1.7.2.3. Manufacturer's product data sheets for all equipment and components provided for in this project. Data sheets shall include equipment specifications, code compliance and listings, certifications and other pertinent information as required for proper evaluation.

1.7.2.4. Detailed descriptions of all equipment locations, coverage areas and mounting particulars.

1.7.2.5. A schedule of the electrical requirements for the proposed equipment.

1.7.2.6. Where AC or DC power supplies are used for Class 1, 2, or 3 Power-Limited Circuits as defined in NEC Article 725, the Contractor shall provide evidence that the power capacity is sufficient for the proper operation of the powered devices under maximum load. Detailed calculations of the power requirements shall be acceptable for this purpose.

1.7.2.7. A description of any coordination efforts that have been made or need to be made, either by the contractor, owner or any other party, for the installation to proceed on schedule in the manner described.

1.8 SERVICES PROVIDED BY OTHERS

1.8.1. The County and ACPS will provide and maintain telephone services to all monitored facilities. These include access to trunk telephone lines meeting applicable code requirements for the connection to and transmission of signals originated in the on-site electronic security system to a Central Monitoring Station. These telephone services include local, but do not include long distance toll charges.

1.8.2. ACPS reserves the right to perform routine testing, maintenance and simple repairs. The County and ACPS will maintain a written record of all such activities at each site, accessible to the Contractor.

1.8.3. In several existing facilities fire detection/suppression
systems and access control or other security systems have been, or may be, installed and maintained by others. These systems will be transferred to the Contractor for maintenance and monitoring. Contractor may be required to provide additional equipment and software required for the transmission of alarm and trouble signals to the Contractor's monitoring station(s) and central station monitoring of other equipment. Offerors shall provide in their proposal identification and cost of any such additional equipment or software the County would be required to obtain.

2. INSTALLATION

2.1. SCOPE

2.1.1. This section provides requirements for an Electronic Access Control system, maintenance and monitoring for a County and ACPB facility. Detailed design, construction documents, scope of work or other supplementary data may be attached to this document to provide the Contractor with additional information pertinent to a specific site or project.

2.1.2. The requirements noted in this document shall be understood to be the minimum County and ACPB requirements. These requirements shall be expanded by the Contractor as necessary to ensure fully functioning system however, a written approval from the County or ACPB must be obtained prior to deleting or revising a requirement contained herein.

2.1.3. It shall be the responsibility of the Contractor to verify the system design with the local AHJ.

2.1.4. The County and ACPB shall make final approval of the Electronic Access Control system design and its suitability for the application. The Contractor should seek design input and comments from the County or ACPB at all design stages.

2.1.5. Provide electronic door hardware at access control doors. Door hardware shall consist of an electrified locking device, electric hinge or similar transfer device, lock power supply, and associated hardware required for installation. Doors that are not designated as access control doors do not require electronic door hardware, but certain doors may be required to be provided with conduit or raceway in anticipation of the addition of electronic door hardware at some future point.

2.2. PURPOSE

2.2.1. An Electronic Access Control system is designed to control access to and provide an audit trail of personnel entering a building or a specific area of a building. One of the primary goals is to prevent or deter unauthorized entry while allowing freedom of movement for employees and other authorized visitors.
2.3. **GENERAL**

2.3.1. The specifications and the drawings provided to the Contractor with the work assignment represent an outline of the desired system. Ensuring the compatibility of the equipment described is the responsibility of the Contractor. These documents are not intended to list all parts, interfaces and miscellaneous equipment that may be needed. It is the responsibility of the Contractor to identify and provide the work, equipment, and parts necessary to provide a properly functioning system.

2.3.2. All work shall be completed in a neat, organized and professional manner.

2.3.3. The Contractor shall provide all wiring, connectors, power supplies, interfaces and other hardware as necessary to effect a normally operating system.

2.3.4. Compression type terminal strips shall be used whenever terminations are made at points other than on the components. There shall be no splices in any cable except where necessary to interface with pre-wired devices. Repairs to damaged cables or extending cables by splicing will not be permitted. The Contractor shall be responsible for all materials and labor necessary to replace cables that have been installed improperly or damaged in installation.

2.3.5. The Contractor shall provide at least two tools to the County and ACPS to remove tamper proof screws for service. Tamper resistant fasteners shall be such that they cannot be removed without special computer designed wrenches provided for that specific purpose by the manufacturer. Allen head, Phillips head, torque and other similar fasteners shall not be acceptable.

2.3.6. Lightning and surge protection shall be provided as required by industry standards and the manufacturer's recommendation.

2.3.7. Color-coding shall be used on all wiring and cabling and shall be used in a consistent manner.

2.3.8. The Contractor shall provide all incidental conduit, boxes, enclosures, wiring, 120 VAC power extensions, terminations, materials and connections to all equipment unless specified as being provided by others.

2.3.9. Connections of all equipment and devices shall be made in the manner recommended by the manufacturer and must meet the approval of the County and ACPS as a condition of the acceptance of this project.

2.3.10. The Contractor shall be responsible for all materials and labor necessary to replace any components that have been
improperly installed or damaged during installation.

2.3.11. A separate suitable ground wire shall be connected to all lightning protection devices installed.

2.3.12. System components and control devices shall be wired to the appropriate RTU or FIP as homeruns.

2.3.13. Controllers, power supplies and similar components shall always be installed in a secure room or area (phone or electrical closet, above ceiling and other similar locations).

2.3.14. When installed such that components are exposed to environmental effects such as rain, snow or other inclement weather conditions, all fixtures and other equipment should be protected from a deterioration of the system due to weather related causes.

2.3.15. Alarm point wiring shall be minimum 18 AWG twisted-pair shielded or as specified by manufacturer's published installation procedures, whichever is the more stringent specification. Jacket material shall be suitable for the application.

2.3.16. All alarm inputs shall be configured as normally closed loops.

2.3.17. Programming of any existing security or access control system and new system components necessary to provide a fully operational system shall be included in the scope of this work.

2.3.18. Supervised inputs shall be supervised by installing the end-of-line device as close to the input device as possible. End-of-line devices shall not be located at the controller inputs or inside the control enclosure(s).

2.3.19. Recessed contacts shall match the color of the surrounding surface as closely as practical. White contacts shall be used in aluminum or light-colored door frames. Brown contacts shall be used in bronze or dark-colored doorframes.

2.3.20. End-of-line devices shall be located at the initiating device as described in the manufacturer's installation instructions.

2.3.21. Electronic Access Control system wiring shall not be run in the same conduit with Class 1, power or lighting circuits.

2.3.22. Conduit, PVC or other similar method shall be used to protect the telephone line, at the demarcation point, against casual or inadvertent damage.

2.3.23. Lightning and surge protection shall be provided at points of connection to the telephone system.

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2.3.24. All zones shall report separately in a format which permits distinguishing individual zones and their conditions.

2.4. MATERIALS

2.4.1. Quality Assurance

2.4.1.1. Materials and equipment shall be new, unused and conform to grade, quality and standards specified.

2.4.1.2. Materials and equipment shall be of the most recent version or production design available at the time of installation.

2.4.1.3. Substitution of other Manufacturers’ Vendors products for those specified shall not be permitted without prior review and written approval by the County and ACPS.

2.4.1.4. Any firewall penetrations must be sealed with 2-hour intumescent UL approved firestop material. UL Penetration Detail Diagrams shall be available on site for review by the Building Inspector. In all cases the seal must meet the applicable fire code.

2.4.1.5. Any holes or visible damage created while retrofitting hardware will be properly corrected and patched to the Owners satisfaction.

2.4.1.6. Doors shall be designed as fail-secure unless otherwise directed.

2.4.2. Cable and Conductors

2.4.2.1. Alarm point wiring and interconnect wiring between system components shall be minimum 18 AWG shielded twisted-pair or as specified by manufacturer’s published installation procedures. Jacket material shall be suitable for the application.

2.4.2.2. Data communications wiring between the card access controller and the card reader shall be wired as homeruns or as specified by the manufacturers published installation procedures.

2.4.2.3. All jacket material used shall be suitable for the application in which it is to be used.

2.4.2.4. All wiring shall be installed as specified by the manufacturer’s published procedures.

2.4.2.5. Coaxial cable shall be minimum RG-59 with solid copper center conductor and with copper braid shield providing not less than 90% coverage.

2.4.2.6. Coaxial cable connectors shall be permanently fastened to the cable with a crimp-type connection. Screw-on or “speed” connections shall not be acceptable.
2.4.2.7. Cable installed in exterior duct banks shall be suitable for direct burial, with an overall foil shield and water- and UV-resistant jacket. The cable shall be filled to prevent the entry of moisture between the conductors.

2.4.2.8. Low-voltage power supply wiring to alarm devices shall be minimum 18 AWG shielded twisted-pair or as specified by manufacturer's published installation procedures. Jacket material shall be suitable for the application.

2.4.2.9. Color-coding shall be used on all wiring and cabling and shall be used in a consistent manner.

2.4.2.10. When mechanical means of connecting wires do not otherwise exist (e.g. pre-wired devices), the connection may be made by twisting, "hot" soldering and covering the connection with listed electrical tape or secured with either a crimp or solder type spade lug. Solderless crimp connectors shall be crimped only with a tool recommended by the manufacturer.

2.4.2.11. Pulling Cable

2.4.2.11.1. Swivel type pulling grips shall be used for all cable pulls to avoid cable twisting.

2.4.2.11.2. The manufacturer's recommended maximum pulling tension shall not be exceeded during any cable pull. A tensiometer shall be used during installation to monitor pulling tension.

2.4.2.11.3. Pulling winches with a calibrated maximum tension setting may be used in lieu of a tensiometer. Hand pulls do not require tension monitoring.

2.4.2.11.4. Equal pulling tension shall be applied to all cables pulled during one cable pull.

2.4.2.11.5. The manufacturer's rated minimum cable bend radius requirements shall be followed both while the cable is under pulling tension and while the cable is in a non-tension (operating) condition.

2.4.2.11.6. No residual tension shall remain on any cable after installation except the weight of the cable in a vertical rise.

2.4.2.11.7. Care shall be taken when dressing cables such that manufacturer's tension and minimum bend radius requirements are maintained.

2.4.3. Hardware

2.4.3.1. Miscellaneous hardware required for installation shall be suitable for the purpose for which it is used. Hardware
includes such items as nuts, bolts, screws, washers, miscellaneous fasteners, terminals, terminal strips, tie wraps and other related parts.

2.4.3.2. Manufacturer's specific requirements on hardware or other components shall be adhered to.

2.4.3.3. The finish on all hardware and fasteners shall be suitable for the environment in which it will be used and shall be selected to minimize corrosion or deterioration due to moisture, sunlight, temperature extremes and other similar environmental concerns.

2.4.4. Painting and Finish

2.4.4.1. All surfaces to be painted shall be prepared and cleaned in compliance with the paint manufacturer's instructions for surface conditions and as herein specified. Do not apply paint over dirt, rust, scale, grease, moisture, scuffed surfaces or conditions otherwise detrimental to a durable and uniform finish. Do not paint over any code-required labels, such as Underwriters' Laboratories and Factory Mutual, or any component identification, performance rating, name or nomenclature plates.

2.4.4.2. Where the surface has been prime coated by the manufacturer, recoat the primed surface where there is evidence of suction spots or other unsealed areas due to insufficient sealing. Equipment primed by the manufacturer which exhibits evidence of having been improperly stored or exposed to the effects of weather shall have the primer coat removed and be prepared and painted as if it had not been primed.

2.4.4.3. Where the surface is ferrous metal, the minimum acceptable degree of surface preparation shall be as indicated in the schedule by the applicable SSPC specification number. The bottom coat shall be a rust penetrating or encapsulating oil-based primer. If the surface is galvanized, the surface shall be solvent cleaned and the bottom coat shall be an oil-based primer.

2.4.4.4. Where the surface is aluminum or other nonferrous metal, the surface shall be solvent cleaned and the bottom coat shall be an oil-based primer.

Where the surface is non-metallic and has not been primed by the fabricator, the bottom coat shall be a latex acrylic primer and shall be selected for maximum adhesion to the substrate. The primer selected shall contain no oils or solvents that will damage the substrate and shall be an appropriate base for the finish coats.

2.4.4.5. The second and third coats shall be a quick-drying enamel with a satin finish. A minimum of two separate coats shall be applied over the bottom coat, allowing sufficient time between coats for uniform curing of the paint. Additional
coats shall be applied as required to provide an opaque, smooth surface of uniform finish, color, appearance and coverage.

2.4.5. Software

2.4.5.1. Software shall be new and the most recent version of production design available at the time of installation.

2.4.5.2. Where software licensing is required, the software shall be licensed directly to the County or ACPS with automatic notification being made directly to the County and ACPS of any patches, upgrades or other issues affecting the operation of the system. Any annual fees required by the software manufacturer or other entity for usage, updates, licensing or other similar reasons will be paid directly by the County and ACPS.

2.4.5.3. The Contractor shall provide a copy of the software on electronic media to the County and ACPS prior to system acceptance.

2.4.6. Cabinets and Boxes

2.4.6.1. Tamperproof screws shall be used on all cabinets, boxes and other similar enclosures that are easily accessible by employees or the general public.

2.4.6.2. All enclosures containing electronic equipment or bypass switches shall have a permanent, engraved label affixed to the front of each enclosure to show which device, point or area it controls.

2.4.6.3. Cabinets and enclosures containing Intrusion system components shall be provided with tamper switches. The tamper switches shall report an alarm condition to the security system if the enclosure is opened. Cabinets and enclosures that contain only cable do not require tamper switches if attempts to damage or compromise the cables would generate an alarm or trouble condition.

2.4.6.4. Cabinets, boxes and other similar enclosures containing control components or cabling and which are easily accessible to employees or the general public shall also be provided with an integral lock or a hasp for a padlock. The County and ACPS shall provide any required padlocks.

2.4.6.5. Any cabinet, box or other enclosure that is mounted above a ceiling, or is mounted more than ten (10) feet above the floor in an interior location, may be deemed as being inaccessible to employees or the general public.

Labeling

2.4.6.6. All enclosures containing electronic equipment or bypass switches shall have a permanent, engraved label affixed to the front of each enclosure to show which device, point or
2.4.6.7. The Security Contractor shall provide consistent labeling and numbering required for all components and wiring for the project.

2.4.6.8. Each terminal strip and screw terminal in each cabinet, rack or panel shall be individually labeled.

2.4.6.9. Wiring conductors connected to terminal strips shall be individually numbered and each cable or wiring group being extended from a panel or cabinet to a building mounted device shall be identified with the name and number of the particular device as shown.

2.4.6.10. Each wire connected to building mounted devices shall not be required to be numbered at the device if the color of the wire is consistent with the associated wire connected and numbered within the panel or cabinet.

2.4.6.11. Cable must be labeled at both ends as well as in junction boxes

2.4.7. Power Supplies

2.4.7.1. All power supply equipment (batteries, battery chargers, rectifiers, switching facilities, transformers, voltage regulators, emergency generating equipment and other similar devices) shall be installed in accordance with the requirements of NFPA 70 (National Electrical Code / NEC) for such equipment, except as otherwise noted in this solicitation.

2.4.7.2. All low-voltage power supply equipment, wiring, and installation shall be in accordance with the specific requirements of Article 725 of the NEC, except where otherwise noted in this document.

2.4.7.3. Where multiple devices are powered from a single low-voltage AC or DC power supply, each leg of the supply circuit to each device shall be provided with overcurrent protection. The intent of this design is to reduce the likelihood that damage to a single device could render other devices inoperative by damaging the common power supply. Permanently mounted fuse-blocks are preferred for overcurrent protection.

2.4.7.4. The primaries of low-voltage power transformers may be hardwired directly to an electrical circuit, using SJ or other appropriate flexible cord to connect to a standard receptacle, or plug directly into a receptacle. Where a receptacle is used to make the connection, the receptacle shall be inside a secure enclosure to prevent tampering. Where transformers are provided with a retaining screw or strap, this device shall be used.
2.4.7.5. Where batteries are used as the secondary power supply, the batteries should be sealed lead-acid or gelled electrolyte construction. Batteries should have a minimum estimated operating life of not less than five years under normal operating conditions. The manufacturer, type, size, capacity, model number and recommended schedule of replacement shall be included in the required system O&M manuals described elsewhere in this document.

2.4.7.6. Where system design permits, low-voltage power supplies shall be remotely monitored for AC and battery status. The failure of a low-voltage power supply shall create a supervisory or trouble condition on at least one system device, which will immediately generate a response to determine the source of the problem.

2.4.7.7. Low-voltage power supply wiring to alarm devices and electronic door locks shall be minimum 18 AWG twisted-pair or as specified by manufacturer's published installation procedures. Jacket material shall be suitable for the application.

2.4.7.8. Controllers, power supplies and similar components shall always be installed in a secure room or area (phone or electrical closet, above ceiling and other similar locations).

2.4.7.9. Low-voltage power supply wiring to alarm devices and electronic door locks shall be minimum 18 AWG twisted-pair or as specified by manufacturer's published installation procedures. Jacket material shall be suitable for the application.

2.4.7.10. Wiring between a battery or power supply to an audible signal shall be of sufficient gauge to keep the voltage drop below 15%. The voltage measured at the device shall not drop below the manufacturer’s specifications including when operating on standby power.

2.4.7.11. The standby power supply shall cause a local annunciation when standby power falls below the manufacturer’s recommended specifications.

2.4.8. Conduit

2.4.8.1. Wiring and cabling should be in conduit and all conduit installation shall conform to the County electrical standards. Color-coding shall be used throughout for all wiring and cabling. Plenum cable is allowed in areas where applicable.

2.4.8.2. Major conduit runs, boxes, electrical circuits and enclosures will be provided by the County's Electrical Contractor under the direct supervision of the Security Contractor. The Electrical Contractor may not install any security system devices without prior approval of the County or ACPS.
2.4.8.3. The Security Contractor shall provide all incidental conduit, wiring, terminations, materials, and connections to all equipment unless specified as being provided by others.

2.4.8.4. Every conduit should have a pull-wire for use in future pulling projects and maintenance.

2.4.8.5. The fill rate of conduit should not exceed 40%.

2.4.8.6. Bushings must be used where cabling runs over conduit edges.

2.4.9. Communications

2.4.9.1. The County and ACPS Security Network uses an Ethernet communications network to interconnect operator workstations, Controllers and file servers. All Network devices are capable of real-time communications with all other devices and all devices are fully supervised. Alarm processing and dispatch takes place at workstations located in the Central Monitoring Station. Dial-up or locally programmed control units are permitted only if Ethernet is not available at the particular site.

2.4.9.2. Controllers will use TCP/IP where either Ethernet or fiber optic cable is provided. PSTN dial-up may be used if neither Ethernet nor fiber optic cable is available.

2.4.9.3. The Contractor must initiate and coordinate requests for network services through the County or ACPS.

2.4.9.4. All devices placed on the LAN will require approval of the County Department of Technology Services.

2.5. SPECIFIC COMPONENTS

2.5.1. Controllers

2.5.1.1. Shall have a 12VDC back-up battery that provides not less than 2 hours operation upon loss of AC power. The power supply shall have trouble contacts: A.C. Power fail, Low Battery and a low battery cutout relay to prevent the battery from entering a non-rechargeable state. These trouble conditions shall be connected as separate inputs and report to the Central Monitoring Station.

2.5.1.2. Power shall be by a 110VAC direct connect with emergency or UPS power backup where possible.

2.5.1.3. Shall be installed in a secure, dry environment, preferably temperature controlled. A plywood backboard to facilitate the mounting of the controllers and associated power supplies shall be provided and installed by the Contractor. The plywood shall be a minimum 3/4" thickness and fire-treated material. The backboard shall be painted white,
without painting the fire rated stamp. The backboard shall be of sufficient size to accommodate the appropriate components.

2.5.1.4. Shall be configured for a minimum of 6 readers, 16 output relays and 16 alarm inputs. Additional expansion of the controller shall be accomplished by adding the appropriate cards.

2.5.1.5. The controllers shall support class B rated alarm inputs by providing supervised inputs via end-of-line resistors. Supervised inputs shall report alarm, normal and trouble conditions. Supervised input points shall be normally opened (NO) or closed (NC).

2.5.1.6. The controller shall be provided with a 12VDC back-up battery for not less than three-hour operation upon loss of AC power.

2.5.1.7. Alarm inputs shall be connected to the controllers and shall be configured as normally closed loops.

2.5.2. Digital Electronic Locks (Stand Alone Type)

2.5.2.1. These units contain a reader or keypad, lock, processor and power supply.

2.5.2.2. The units shall be stand-alone capable with keypad programmable functions and the units shall be equipped with key override. Cylinders for the locks will be provided by the County and installed by the Security Contractor.

2.5.2.3. The lever sets shall comply with ADA requirements.

2.5.3. Doors

2.5.3.1. Access control doors are generally personnel doors meeting one or more of the following criteria:

2.5.3.1.1. Building exterior doors in regular use by authorized personnel. (Doors used only for emergency egress are not provided with card access.)

2.5.3.1.2. Interior doors to restricted areas such as drug storage vaults, facilities control rooms, archive rooms, and computer rooms.

2.5.3.1.3. Interior doors to areas where excessive personnel traffic may create problems.

2.5.3.1.4. Doors that require an audit trail of personnel access.

2.5.3.1.5. Other doors as required.

2.5.3.2. Exterior doors shall have strike guards installed.
2.5.4. Readers & Cards

2.5.4.1. Readers shall be proximity and may be flush mount, surface mount, mullion mount, interior use or exterior use. The mounting conditions and type of operation shall determine the specific type of reader models.

2.5.4.2. The reader shall be powered by the local door controller's internal regulated power supply.

2.5.4.3. The card reader is mounted adjacent to the access controlled door on the unprotected side.

2.5.4.4. Access control doors are equipped with electronic door hardware as described in Basis of Design documents specific to the project. All access doors shall be programmed for 8 second “Open Time” and a 20-second “Forgive Time” before going into alarm or supervisory status.

2.5.4.5. All exterior access control doors and some interior access control doors are also equipped with local door annunciation systems.

2.5.4.6. The County and ACPS use proximity and swipe cards for card access applications. The card access readers at all locations are fully integrated into the Contractor’s monitoring center.

2.5.5. Door Hardware

2.5.5.1. Each access control door shall have electronic door hardware installed. Door hardware shall consist of an electrified locking device, electric hinge or similar transfer device, lock power supply, and all associated hardware required for installation.

2.5.5.2. Doors that are not designated as access control doors do not require electronic door hardware, but conduit or raceway may be required to be installed at selected doors in anticipation of the addition of electronic door hardware at some future point.

2.5.5.3. All locks shall be configured for fail-secure operation unless otherwise specified by the County or ACPS.

2.5.5.4. The Contractor shall be responsible for all aspects of door preparation, provision and installation of electrified locks and transfer hinges.

2.5.5.5. The Contractor shall coordinate his efforts with the Electrical Contractor to ensure that the raceway from the transfer hinge to the card access unit is properly installed.

2.5.5.6. Electronic door hardware power supplies should be provided with emergency or UPS power circuits.
2.5.5.7. Coordinate the adjustment of automatic door closers and the door hardware on all card access doors with Hardware Contractor to ensure proper operation with the Security System.

2.5.5.8. The Contractor shall connect all wiring for the door hardware and ensure a properly operating system.

2.5.6. Door Contacts

2.5.6.1. All perimeter doors shall have a door contact installed that is appropriate to the specific door (steel, recessed, overhead, wide gap and other similar aspects) with a recessed contact being the preferred contact.

2.5.6.2. Failure of the Contractor to coordinate the installation of conduit and devices with other contractors shall not be sufficient reason to substitute the surface-mount contacts for the preferred recessed contacts.

2.5.6.3. The color of the contacts shall be as close as possible to the doors in which they are installed.

2.5.6.4. Both leaves of a double door shall have a door contact installed in them.

2.5.7. Local Door Annunciator

2.5.7.1. Provide and install a pleasant sounding door chime on all exterior access controlled doors and specified interior access controlled doors. The device shall be mounted above the door and shall annunciate for its programmed duration upon opening of the door. In some cases the annunciation may be programmed to start after a specified delay interval.

2.5.7.2. The door annunciator assembly shall be provided with a tamper switch that is wired as an alarm point. The tamper switch shall cause an alarm signal to be transmitted to the Central Monitoring Station anytime the enclosure door is opened. The switch shall also cause the sounder to sound anytime that the door is armed and the enclosure door is opened.

2.5.7.3. If the keyswitch is mounted on the unprotected side of the door, provide a tamper switch on the enclosure.

2.5.7.4. Red and green LED's on the plate shall indicate the status of the sounder interface. The assembly shall function as follows:

a) When sounder is armed, red LED shall be lit.

b) When sounder is disarmed, green LED shall be lit.

c) With sounder armed, sounder will immediately sound if door is opened and will continue to sound for two minutes after
door is closed. After sounding for two minutes, the sounder interface shall automatically reset. The interface shall provide for the reset time to be adjusted from a minimum of 15 seconds to a maximum of 10 minutes. The door contact shall also report door status to the CMS.

d) With sounder disarmed, sounder shall not sound if door is opened, but the door contact shall still report door status to the CMS.

e) Operation of the keyswitch shall immediately silence the sounder and reset the interface following an activation. It shall be possible to leave the keyswitch in either the armed or disarmed position as required by the County or ACS.

f) Placing the keyswitch in the disarmed position shall not disconnect the door contact from the CMS or prevent the door status from being remotely monitored.

2.5.8. Audible Devices

2.5.8.1. At least one (1) interior audible activated by the alarm system is required.

2.5.8.2. At least one (1) exterior speaker/strobe assembly is required. The speaker shall be enclosed in a weather-resistant, tampered metal box constructed of 16-gauge steel and fastened securely to the building. The strobe unit shall produce a minimum of 100-candela output.

2.5.8.3. All audible devices shall automatically silence after no more than five (5) minutes after activation.

2.5.9. Cards

2.5.9.1. Proximity cards are standard for all applications.

2.5.10. Cellular Phone Communicators

2.5.10.1. Where cellular phone units are used for backup communication purposes, the cellular phone shall be specifically designed for this purpose and only those units with a UL Grade A Commercial Burglary Listing shall be used. In addition to the standard functions, the cellular phone shall be programmed to send a daily automatic test signal by the cellular phone to the monitoring facility. In no case shall this test signal be sent by the Control Panel communicator.

2.5.11. Locks

2.5.11.1. Each door has a Fire Rating and the selected lock must maintain this Fire Rating.

2.5.11.2. Penetrations for wiring and mounting can affect the Fire Rating. Check with the AHJ before drilling into
Doors or Door Frames.

2.5.11.3. Electric Strike

2.5.11.3.1. This method of unlocking a door makes use of the door lock's strike to hold the door closed until the door lock is released or the strike is released. The strike is embedded in the door frame, has a moveable keeper operated by a solenoid, is available as either a fail-secure or a fail-safe type, and the doorknob may serve as a mechanical means of egress.

2.5.11.4. Magnetic Lock

2.5.11.4.1. If a Magnetic Lock must be used, The County and ACPS require that it be of the "direct contact" type as opposed to the "shear" type. Magnetic Locks are always "fail safe".

2.5.11.5. Electric Doorknob Lock

2.5.11.5.1. These are "standard" doorknobs, although offered in a variety of shapes, that is electrically released (fail secure) or locked (fail-safe). When activated, electrical current releases the lock allowing the knob to be turned and the door opened. This type of lock requires special wiring methods, an electric hinge and a horizontal drilling of the door. The three main types are cylindrical, mortise and deadbolt.

2.5.11.5.2. Shall have a custom monitor switch that monitors the turning of the protected side knob or lever. This switch should be activated by the turning of the inside handle and is to be used as input for a valid egress (REX). Prep door as needed. Provide and install additional hardware as necessary to effect an operating system. Where conditions do not permit the installation of a conduit raceway for an electric hinge for the mortise lock, coordinate installation with the Owner prior to proceeding.

2.5.12. Remote Release

2.5.12.1. A device, usually a button, that sends a signal to the controller to open a door or set of doors. Often used at receptionist's desks.

2.5.13. Delayed Egress

2.5.13.1. In unusual circumstances there may be a need to have a time delay egress feature built into the lock system. This is done only at the specific written request of the County and ACPS and must be approved in writing by the appropriate AHJ.

2.5.13.2. The wording on any delayed egress device shall read
"Push To Exit". When the button or bar is pushed the controller times the event typically for 15 seconds unless special permission is granted by the AHU to extend to a maximum of 30 seconds. A local alarm would begin sounding after 5 seconds and the door is released after the full delay time has expired.

2.5.14. Request To Exit (REX) Devices

2.5.14.1. Motion sensors may be used as a REX device only when the electronic door hardware is not equipped with a built-in REX switch. Care must be taken to reduce false activations from heat sources, air currents or other similar causes.

When there is no mechanical alternative, install a PIR motion detector on the protected side of the door as a Request-To-Exit device for inputting a valid egress to the access control system. Provide accessory hardware as necessary to retrofit existing doors. Prep door for raceway as needed and provide and install additional hardware as necessary to effect an operating system. Where conditions do not permit the installation of a conduit raceway for an electric hinge, coordinate installation with Owner prior to proceeding.

2.5.14.2. Push Button

2.5.14.2.1. Usually a palm type button, and shall be wired directly to the power supply for power cut-off.

2.5.14.3. Touch Sensitive Exit Bar

2.5.14.3.1. Provide and install a crash bar with electronic, touch sensitive REX option with a push plate monitor switch. This switch should be used as input for a valid egress. Provide accessory hardware as necessary to retrofit existing doors. Prep door for raceway as needed and provide and install additional hardware as necessary to effect an operating system. Where conditions do not permit the installation of a conduit raceway for an electric hinge, coordinate installation with Owner prior to proceeding.

2.5.14.4. Mechanical Exit Bar

2.5.14.4.1. Provide and install a crash bar with REX option with a push plate monitor switch. This switch should be used as input for a valid egress. Provide accessory hardware as necessary to retrofit existing doors. Prep door for raceway as needed and provide and install additional hardware as necessary to effect an operating system. Where conditions do not permit the installation of a conduit raceway for an electric hinge, coordinate installation with Owner prior to proceeding.

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2.5.15. System Programming

2.5.15.1. The Contractor shall provide the development, loading and checking of the software and/or databases for the complete and proper operation of the systems involved.

2.5.15.2. When the Contractor is required to provide software, it shall be of the most current type and revision.

2.5.15.3. Where licensing of the software is required, the license shall be assigned to the County or ACPS unless specifically prohibited by the software manufacturer.

2.5.15.4. A copy of the software on electronic media shall be provided to the County and ACPS prior to system acceptance.

2.5.15.5. Where appropriate, Contractor shall establish a Source Code Escrow to protect the County's and ACPS interests.

2.5.15.6. The County, ACPS or the Contractor personnel shall perform routine card database updates and access level assignments following the importation and creation of the initial card holder database.

2.5.15.7. Prior to performing any programming on the system, the Contractor shall coordinate with the County and ACPS and shall obtain the County's specific programming requirements. The Contractor shall advise the County and ACPS in writing of the scheduled date for commencement of programming.

2.5.15.8. System software development shall include all items necessary to provide proper system operation and shall include, but not be limited to, the following:

   a. Assignment of new inputs and outputs to the system.

   b. Necessary time and day interval programming.

   c. All control by event sequences to assure system operation as specified.

   d. Selective logging and report programming.

   e. Access interval and access group programming for the card access system.

   f. Alarm message generation programming.

   g. Assignment of new card readers into the system.

   h. Assignment of basic (default) access levels to initial cardholder population.
2.6 CENTRAL STATION MONITORING SERVICES

The following applies to monitoring services of existing Systems and to monitoring of new System(s) provided and installed by the Contractor.

2.6.1 The Contractor shall provide a U.L. approved Central Monitoring Station with trained personnel on duty twenty four (24) hours a day and seven (7) days a week for fifty two (52) weeks a year. That station shall continuously monitor all alarms and trouble signals from all facilities assigned by the County or ACPS to the Contract.

2.6.2 The Central Monitoring Station shall be capable of reading, understanding, interpreting and reporting all signals from all existing Radionics brand equipment including, but not limited to, models 8112, 8112D2, 6112, 4112 and attached facility equipment. It shall also be capable of reporting alarms and trouble signals by zone and zone description. This station shall have the capability of displaying and recording any and all logic of selected command and control centers.

2.6.3 Every monitored system and shall be automatically tested at least once every twenty four (24) hours to determine operational status and any trouble conditions transmitted from the on-site equipment. The results of all tests shall be recorded in the Central Monitoring Station system monitoring report. Trouble signals shall also be reported.

2.6.4 The Central Monitoring Station shall furnish to the County and ACPS continuous monitoring reports of all system activity for each facility monitored. The reports shall include all recorded facility openings, closings, and valid/invalid signals. The reports shall certify that all systems are in working order. Monthly hard copy reports are the minimum requirement.

3: POST-INSTALLATION

3.1. SCOPE

3.1.1. This section provides the general requirements for the written documentation of the installation, manufacturer's Operation & Maintenance manuals, system acceptance testing, warranty issues and operator training.

3.2. DOCUMENTATION

3.2.1. Drawings of Record

3.2.1.1. The Contractor shall maintain at the installation site one record copy of all contract drawings, specifications, addenda, change orders and other modifications, in good order and marked up-to-date with a record of all changes made during construction.
3.2.1.2. Upon completion of work, the Contractor shall deliver three copies of the shop drawings, system testing, mechanical and electrical equipment schematics and diagrams to the County.

3.2.1.3. All record drawings shall reflect the work as it was actually installed. Any equipment changes made during the project shall be clearly noted.

3.2.1.4. Record drawings shall be in a format and contain sufficient detail to permit the rapid and accurate troubleshooting of the system by a skilled technician with no previous knowledge of the specific installation. Providing record drawings on magnetic media in AutoCAD format shall be acceptable.

3.2.1.5. As-built documents shall be submitted only to the County Facilities Planning Section for verification and distribution to the appropriate personnel.

3.2.2. Operation and Maintenance Manuals

3.2.2.1. After completion of work, Contractor shall deliver three (3) system Operation and Maintenance (O&M) manuals.

3.2.2.2. O&M manuals shall include operating instructions specific to the installation and step-by-step directions for routine system operation.

3.2.2.3. O&M manuals shall include service and maintenance instructions for each major component installed. Equipment requiring periodic maintenance shall be clearly noted.

3.2.2.4. The manufacturer's standard catalog cut sheets shall not be acceptable for use as O&M manuals.

3.3. TESTING

The following applies to testing services of existing systems and to testing of new system(s) provided and installed by the Contractor.

3.3.1. General

3.3.2. The Contractor shall perform site tests with a representatives of the County and ACPS in attendance.

3.3.3. The Contractor shall coordinate the scheduled time of testing and access to the site with the County or ACPS to minimize the disruption of the activities of the County and ACPS or other contractors.

3.3.4. The Contractor shall provide all test equipment, tools, recorders, connectors, cables, and other devices required for the completion of systems tests.

3.3.5. The Contractor shall provide or coordinate the availability of ladders, lifts, scaffolding, or other equipment required
to provide safe and ready access to all installed devices for the use of the County or ACPB representative.

3.3.6. The Contractor shall provide two-way radios, telephones, cellular telephones, or other communications devices necessary to communicate with any remote facility monitoring the security systems during the testing.

3.3.7. The Contractor shall demonstrate to the County that all sequences operate correctly and that all products, devices and system software operate as designed and specified.

3.3.8. The Contractor shall perform tests on each major component of the Electronic Access Control system.

3.3.9. The output of each low-voltage AC or DC power supply and transformer shall be measured under maximum system operating conditions to verify that the actual loads do not exceed those previously calculated by the Contractor. If the actual loads exceed those previously calculated, the Contractor shall submit new calculations demonstrating that the system as installed meets the requirements of the appropriate specifications.

3.3.10. Detection loops using end-of-line devices shall be removed from the control unit and measured for total circuit resistance in normal, alarm and trouble modes. Detection loops using end-of-line devices shall also be measured for loop voltage while connected to the control unit. The measured values for both tests shall be within manufacturer's recommendations and shall be recorded with a written copy provided to the County or ACPB.

3.3.11. Systems and devices with remote download and upload capabilities which use dial-up telephone lines shall be thoroughly tested in all modes. Testing shall include dialing the remote device from the Central Monitoring Station and successfully performing an upload/download session.

3.3.12. Sufficient replacement parts shall be available to allow for timely replacement of any parts that are found to be unsatisfactory in performance. For stock parts the time for replacement shall not exceed three (3) hours.

3.3.13. Alarm Inputs

3.3.13.1. All alarm points shall be tested back to the monitoring facility by activating the alarm devices to which they are attached. Activating or simulating an alarm condition at the control panel is not acceptable.

3.3.13.2. The proper programming of alarm points shall be verified and a hard copy of the signals provided by the monitoring facility (if monitored).
3.3.13.3. Magnetic switches and other similar alarm initiating devices shall be tested in the manner and method recommended by the manufacturer.

3.3.14. Card Access

3.3.14.1. All card readers shall be tested with cards previously loaded into the local controller database and with cards that have only been loaded into the system server files. Cards previously loaded into the local database should be validated and access granted within three seconds of presentation. Cards that have not been loaded into the local database should require no more than fifteen seconds from presentation to be validated through the server.

3.3.14.2. Card access doors shall be checked for proper operation of the electronic locking devices, including the internal monitor switch operation.

3.3.14.3. All associated tamper switches and trouble relays shall be tested back to the security console.

3.3.14.4. The proper programming of card readers shall be verified at the Central Monitoring Station. Programming items to be verified for each reader shall include, but not be limited to, the following:

a. Assignment of new inputs and outputs to the system.
b. Necessary time and day interval programming.
c. All control by event sequences to assure system operation is as specified.
d. Selective logging and report programming.
e. Access interval and access group programming for the card access system.
f. Alarm message generation programming.
g. Assignment of new card readers into the system.

3.3.15. CCTV Interface

3.3.15.1. Card Access System/CCTV Matrix Switcher alarm call-up and PTZ preposition shall be tested for all programmed points such that an programmed alarm causes the CCTV matrix to call up the appropriate camera and monitor, and positions the PTZ camera to view the scene if appropriate.

3.3.16. Door Annunciator

3.3.16.1. Door annunciators shall be tested for proper operation in both the armed and unarmed state. Door status must be reported to the Monitoring Center regardless of whether the door annunciator is armed or unarmed. The "time-out" interval for the bell shall be within 15% of the time specified.

3.3.17. Electronic Locking Hardware
3.3.17.1. Locks shall be checked for proper alignment and bolt operation and full engagement of the strike plate.

3.3.17.2. Doors equipped with electric locks shall be checked for the proper operation of the automatic door closing device. When released, the doors shall close completely and relatch automatically within the "door open time" programmed in the local controller.

3.4. TRAINING

3.4.1. The Contractor shall hold training session(s) at the job site at times mutually agreed upon between the County or ACPS and the Contractor. The number of training sessions shall be as appropriate to achieve the goal specified below. The Contractor shall identify the number of proposed training sessions and describe the proposed training methods in their proposal.

3.4.2. The Contractor shall thoroughly instruct, verbally and in writing, all users of the Electronic Access Control System about the proper operation of all equipment and the procedures to be followed.

3.4.3. Time spent on field set-up, start-up and testing shall not be considered as training time.

3.5. WARRANTY & SERVICE

3.5.1. The Contractor shall guarantee all equipment, parts, wiring and other components provided and installed by the Contractor under this contract (whether for a new system, upgrade, or maintenance of an existing system) to be free of defects in workmanship and material for one (1) years or for the manufacturer's warranty period, whichever is longer, from the date of acceptance of Contractor's work by the County or ACPS.

3.5.2. Warranty service by the Contractor shall include four (4) hour emergency response service during normal Contractor's working hours and twelve-hour emergency response service after normal working hours, on weekends and on holidays. Response time shall be measured from the time of Contractor notification issued by the County or ACPS to the arrival of service personnel at the affected site to initiate repairs. The Contractor shall provide a method of requesting emergency service after normal working hours, on weekends and on holidays appropriate to the required response times.

3.5.3. Service requests are requests for work to repair or replace a system component or software application which has malfunctioned or been damaged. Service requests shall not include routine system additions, equipment relocations, or system upgrades.

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3.6 SERVICE REQUIREMENTS

The following applies to maintenance of existing Systems and to maintenance of new System(s) provided and installed by the Contractor.

3.6.1 The Contractor shall provide maintenance and repair services as requested by the County or ACPS for all existing systems to be monitored under this Contract.

3.6.2 The County and ACPS reserve the right to add or exclude any facility system from this contract. It is anticipated that new systems for facilities not currently protected may be provided and installed by the Contractor, at the discretion of the County or ACPS.

3.6.3 In the event of a System failure during normal working hours (8:00 a.m. to 5:00 p.m., Monday through Friday), the Contractor shall provide "On Call" repair service within four (4) hours of receipt of a call from the County requesting the service.

In the event of a System failure after normal working hours, on weekends and on holidays, the Contractor shall provide "On Call" repair service within twelve (12) hours of receipt of a call from the County requesting the service.

Response time shall be measured from the time of Contractor notification issued by the County or ACPS to the arrival of service personnel at the affected site to initiate repairs. The County shall request repair services by calling the Contractor’s service department via their main telephone number. The contractor shall provide live response at this number for twenty-four hours a day, seven days a week.

On an annual basis, the County and the Contractor will review the above response times and negotiate their adjustment(s) as necessary.

3.6.4 The Contractor shall include in their proposal for new and/or upgrade assignments identification of the cost for a full-coverage service contract for the first and second years following the initial warranty period as separate optional line items. The service contract shall provide for service and response times identical to those specified for the initial warranty period. The County and ACPS shall be permitted to elect the service contract(s) anytime prior to the expiration of the initial warranty period at the contract price.

3.6.5 The Contractor shall provide preventive maintenance services for the existing Systems and for newly installed or upgraded Systems after expiration of warranty and/or full-coverage service contract. The Contractor shall provide the preventive maintenance at the rates identified in the Exhibit B.

The Contractor shall inspect, test and maintain the Systems bi-annually, at a minimum. If a more frequent schedule for inspection, testing, and maintenance is recommended by the manufacturer’s specification the Contractor shall perform these
preventive maintenance functions in accordance with that schedule.

3.7 PAYMENT FOR SERVICES

3.7.1. Payments will only be made upon Contractor's completion of the work ordered, acceptance of the work by the Project Officer, and receipt of a correct invoice. Payment terms are Net 30 days.

Payments for work assignments involving the installation, upgrade or modification of existing Systems in anticipated work assignment length to be beyond a 30 day period, will be made by the County in accordance with the following process:

The County will make monthly partial payments to the Contractor upon written application by the Contractor, on the basis of a written estimate of the work performed during the preceding calendar month as approved by the Project Officer. The schedules of Contract Prices, Contract Labor Rates, and Contract Equipment/Parts Discount shall be used as a basis for preparing the estimates. Each progress payment shall represent the value, proportionate to the total amount of the work assignment, of completed work and materials on the site to be incorporated in the work, less the aggregate of previous payments and the retainage.

When calculating payment for materials on-site, the County shall not pay for materials which are not scheduled for incorporation into the work within sixty days from the date of the application for payment.

However, in making any partial payment, five percent (5%) of the amount of the estimate upon which the partial payment is based will be retained by the County until final completion and acceptance of all work covered by the work assignment. All material and work covered by partial payments made by the County will become the property solely of the County at the time the partial payment is made, but this provision will not be construed as relieving the Contractor from having sole responsibility for all materials and work upon which payments have been made, and for the restoration of any damaged work, nor shall this provision be construed as a waiver of the County's right to require the fulfillment of all of the terms of the work assignment.

All time periods concerning warranties or guarantees shall be deemed to begin from the date of final acceptance of all work under the Contract. The date of final acceptance is the date on which the County issues the final payment for the work performed.

3.7.2. Central Station Monitoring services shall be provided at a monthly contract rate. Separate monthly fee(s) may be charged at that same rate to monitor all elevators and/or duress alarms at a
facility. The Contractor shall only submit invoices for services already provided, billing in advance is specifically prohibited.

3.7.3. All other services shall be provided at the contract labor rates. Those labor rates shall include the cost of incidental supplies (including by way of illustration and not limitation, fasteners, tapes, solder etc.), tools used in the performance of the work.

3.7.4. Charges for transportation, profit and all other things necessary for installation, maintenance and repair of the security systems must be included in the contract labor rates and discount schedules. No other charges than those identified in the contract, or specified in a proposal for work assignment, can be billed to the County or ACPS.

3.7.5. Separate labor rates are required in the proposal for Mechanics and Helpers. Offerors shall identify their proposed regular labor rates applicable on week days between 8:00 AM and 5:00 PM and a premium rates for each category applicable at all other times.

3.8 PAYMENT FOR MATERIAL AND PARTS

3.8.1. All equipment and parts purchased shall be provided by the Contractor P.O.B. destination at the County or ACPS facility and shall include all charges that may be imposed in fulfilling the terms of the Contract. The payment for equipment and parts used in the performance of work in this Contract, except as otherwise provided for in the labor rates, shall be as follow:

a. MATERIALS COVERED BY MANUFACTURER'S PRICE LISTS

1. Materials used in installations or repairs that are covered by current published manufacturer's price lists provided to the County and ACPS by the Contractor, shall be provided to the County and ACPS at a discount from the manufacturers published list price. In the proposal identify the discount offered from the pricing column of the manufacturer price lists specified. The proposed discounts shall remain firm for the entire contract term.

2. If additional manufacturer must be used for materials required under this Contract, indicate the manufacturer's name, the pricing column to be used, and the discount offered from that pricing column. The proposed discount shall remain firm for the entire contract term.

3. During proposal evaluation, selected Offerors may be required to provide all price lists identified above along with catalogues describing all items in the price list. Failure to provide such price lists and catalogues within five (5) days from the date of the County or ACPS written request shall result in rejection of their proposal.

4. During the Contract term, the Contractor shall update the price lists previously issued to the County on their expiration dates or when a new manufacturer's price list replaces an existing price list. If the Contractor fails to provide new or current price lists, the only pricing reference applicable to the Contract shall be the last price list received from the Contractor. Five (5) sets of each
price lists applicable to the Contracts shall be submitted to the County Project Officer.

b. Materials not covered by a manufacturer's published price list

1. Payments for materials from manufacturer(s) who do not publish price lists shall be made by the County or ACPS on a cost-reimbursement basis. Payment to the Contractor for materials under this contract on a cost-plus-a-percentage-of-cost basis is specifically prohibited. The cost for all materials provided to the County and ACPS not covered by the manufacturer's published price lists shall be reimbursed to the Contractor in the following manner.

2. The Contractor will be reimbursed on completion and acceptance of each job, only for those materials actually used in the performance of such job. The Contractor's request for payment shall be supported by a copy of invoices issued by the supplier's of the Contractor, detailing the materials used on the assigned job. No surcharge shall be added to the supplier's invoices or included in the Contractor's invoice submitted to the County which would increase the dollar amount indicated on the supplier's invoices for the materials used on the assigned job. Originals or certified copies of all suppliers invoices used in calculating the job cost shall be provided to the County on forty-eight (48) hours notice.
EXHIBIT C
CONFIDENTIALITY AGREEMENT

This Confidentiality Agreement ("Agreement") is executed effective between The County Board of Arlington County, Virginia ("County") and Arlington County Public Schools ("ACPS"), and AccuTech Services, Inc., its subsidiaries, parents, successors, assigns or other legal representative ("Contractor"), as consideration for the establishment and/or continuation of their relationship and sharing of Confidential Material. The parties agree as follows:

1. Length of Agreement. This Agreement becomes effective upon execution of this Agreement by all parties and shall remain in effect for a period of fifteen (15) years. This Agreement does not create any form of business relationship other than as set forth in a separate written contract signed and dated by the parties.

2. Confidentiality. Contractor hereby acknowledges that the County has made, or may make, available to Contractor certain employee lists, techniques, computerized data, maps, methods, design information, technical information, benchmarks, performance standards and other confidential and/or Proprietary Information of, or licensed to, the County and/or ACPS, including without limitation, copyrighted materials (collectively, the "Confidential Material"). The Contractor acknowledges that this information is not generally known to the public and its release could cause harm or invasion of privacy, and such information may have economic value, and that this information is subject to County's and ACPS's efforts to maintain its secrecy and confidentiality. The Contractor shall only use the Confidential Material to fulfill the requirements of the work required in a separate written contract signed and dated by the parties. The Contractor shall not disclose any of the Confidential Material to any other party. The Contractor shall not make any duplication or other copy of the Confidential Material. The Contractor shall not remove from County's or ACPS's site(s) any Confidential Material without written authorization by the County and/or ACPS. Immediately upon request from the County and/or ACPS, the Contractor shall return all Confidential Material to the County. The Contractor shall notify each person to whom disclosure of any Confidential Material is made that such disclosure is made in confidence, that the Confidential Material shall be kept in confidence by such persons, and that such persons shall be bound by the provisions of this Agreement. The Contractor further promises and agrees not solicit Customers or potential Customers while making use of County's Confidentiality Material.

3. Modifications. This Agreement may be modified only by a written Amendment executed by all parties to this Agreement.

4. Prior Understandings. This Agreement contains the entire agreement between the parties with respect to the subject matter herein. The County, ACPS, and the Contractor agree that no representative or agent of either of them has made any representation or promise with respect to this Agreement, and that all terms and conditions with respect to this Agreement are expressly contained herein.

5. Waiver. Any waiver of a default under this Agreement must be made in
writing and shall not be a waiver of any other default concerning the
same or any other provision of this Agreement. No delay or omission in
the exercise of any right or remedy shall impair such right or remedy
or be construed as a waiver. A consent to or approval of any act
shall not be deemed to waive or render unnecessary consent to or
approval of any other or subsequent act.

6. **Applicable Law.** This Contract shall be governed in all respects by
the laws of the Commonwealth of Virginia and the venue for any
litigation with respect thereto shall be in the Circuit Court for
Arlington County, Virginia.

FOR: ACCUTECH SERVICES, INC. FOR: THE COUNTY BOARD OF ARLINGTON
COUNTY, VIRGINIA

By: Timothy G. Miller, President By: Richard D. Warren, Jr.
Name and Title Purchasing Agent

[Signature] [Signature]
[Date] [Date]

FOR: ARLINGTON COUNTY PUBLIC SCHOOLS

By: Richard Davis
Purchasing Agent

[Signature]
[Date]
CONDITIONS OF THE RIDER CLAUSE

Awarded have the option to extend any contract resulting from this solicitation to all
or some of the member jurisdictions of the Metropolitan Washington Council of Governments
and the Northern Virginia Cooperative Purchasing Council as set forth in the extension
checklist contained in the Bid Form. The following conditions shall apply to the
extension of an award to a designated jurisdiction:

1. A negative reply to inclusion of any jurisdiction shall not adversely affect
   consideration of a bid for award.

2. There shall be no obligation on the part of any designated jurisdiction to
   utilize an award extended to that jurisdiction.

3. The awardee is solely responsible for notification of the identified
   jurisdictions of the availability of the award.

4. Arlington County shall not be held liable for any costs or damages incurred
   by another jurisdiction as a result of any award extended to that
   jurisdiction by the awardee.

5. Participating jurisdictions will be permitted to purchase at Contract prices
   in accordance with contract terms. Participating jurisdictions will place
   their orders directly with the awardee and will be responsible for placing
   orders directly with the awardee, arranging deliveries, reconciling
   discrepancies and invoices, and issuing payments.

6. Each participating jurisdiction has the option of executing a separate
   contract with the awardee. Contracts entered into with a participating
   jurisdiction may contain general terms and conditions unique to that
   jurisdiction including, by way of illustration and not limitation, clauses
   covering minority participation, non-discrimination, indemnification, naming
   the jurisdiction as an additional insured under any required COP policies,
   and venue. If, when preparing such a contract, the general terms and
   conditions of a jurisdiction are unacceptable to the awardee, the awardee may
   withdraw its extension of the award to that jurisdiction.

7. Any extension to another jurisdiction shall be at the unit prices identified
   in the bid. Bidders shall not, under the conditions of this extension, offer
   any adjustment, addition, modification or other change to the technical
   requirements of this solicitation or the unit prices awarded by Arlington
   County under this solicitation to any public body to which the award is
   extended.
EXTENSION OF THIS CONTRACT TO THE MEMBERS OF THE
METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS AND THE
NORTHERN VIRGINIA COOPERATIVE PURCHASING COUNCIL

If authorized by the bidder, resultant Contract(s) will be extended to any or all of the listed jurisdictions designated by the bidder to purchase at Contract Prices in accordance with Contract Terms. Any jurisdiction utilizing such Contract(s) will place its own order directly with the Contractor(s). There shall be no obligation on the part of any participating jurisdiction to utilize the Contract(s). A negative reply will not adversely affect consideration of the bid. An awarded vendor is responsible for notifying designated jurisdictions of the availability of the Contract(s). Each jurisdiction shall be responsible for placing orders directly with the Contractor(s), arranging all deliveries, reconciling discrepancies and invoices, and issuing payments.

<table>
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MARYLAND COMMISSION
MARYLAND NATL. CAP. PARK & PLANNING COMMISSION
MONTGOMERY COMM COLLEGES
MONTGOMERY COUNTY
MONTGOMERY PUBLIC SCHOOLS
PRINCE GEORGE'S COUNTY
PRINCE GEORGE'S SCHOOLS
ROCKVILLE
TAKOMA PARK

DISTRICT OF COLUMBIA
DISTRICT OF COLUMBIA
D.C. SCHOOLS
D.C. WATER & SEWER AUTH.

OTHERS
MÉTRO WASH. AIRPORTS AUTH.
COUNCIL OF GOVERNMENTS
METROPOLITAN TRANSIT AUTH.
WASHINGTON SUBURBAN SAN. COMM.LEGAL NAME OF FIRM:

AUTHORIZED SIGNATURE: ________________________

PRINTED NAME OF SIGNATORY AND TITLE: ___________________________________________