TO: ALARM SECURITY GROUP, LLC
1209 ORANGE STREET
WILMINGTON, DE 19801

DATE ISSUED: December 22, 2014

CURRENT REFERENCE NO: 728-13LW

CONTRACT TITLE: DES - SECURITY SYSTEMS PREVENTATIVE MAINTENANCE AND MONITORING

AMENDMENT NO: 1

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

The above referenced contract is amended as follows:

1. Price for preventative maintenance, inspection, testing, and other tasks items for fire alarm and fire protection equipment listed. Annual price includes all cost for performance of tasks indicated in the existing Contract Scope of Services and Schedule C.

<table>
<thead>
<tr>
<th>#</th>
<th>LOCATION</th>
<th>ANNUAL COST</th>
<th>REMARKS</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Central Library-PM</td>
<td>$5880.00</td>
<td>$490/MONTH</td>
</tr>
<tr>
<td>2</td>
<td>Cherrydale Library-PM</td>
<td>$1920.00</td>
<td>$160/MONTH</td>
</tr>
</tbody>
</table>

2. Add the following equipment to Schedule A: All added equipment shall be serviced per the terms and conditions of the existing contract unless specifically indicated below.

**CENTRAL LIBRARY, 1015 N. Quincy Street Arlington, VA 22201**

<table>
<thead>
<tr>
<th>Item</th>
<th>Qty</th>
<th>Equipment Type</th>
<th>Manufacturer &amp; Model</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1</td>
<td>Access Control-PM</td>
<td>NA</td>
<td>$40/month</td>
</tr>
<tr>
<td>2</td>
<td>1</td>
<td>Burglar alarm-PM</td>
<td>NA</td>
<td>$450/month</td>
</tr>
</tbody>
</table>

**CHERRYDALE LIBRARY, 2190 N. Military Road Arlington, VA 22207**

<table>
<thead>
<tr>
<th>Item</th>
<th>Qty</th>
<th>Equipment Type</th>
<th>Manufacturer &amp; Model</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1</td>
<td>Burglar-PM</td>
<td>NA</td>
<td>$160/month</td>
</tr>
</tbody>
</table>

All other terms and conditions of the Main Agreement, as amended shall remain in full force and effect.

VENDOR CONTACT: SAM CAHOON
VENDOR PHONE: 571-366-0798
VENDOR EMAIL: SCAHOON@ASGSECURITY.COM

COUNTY CONTACT: VISWANADHAN YALLAYI
COUNTY PHONE: 703-228-0755
COUNTY EMAIL: YYALLAYI@ARLINGTONVA.US

**CONTRACT AUTHORIZATION**

[Signature]
Richard D. Warren, Jr., CPPB
County Purchasing Agent

[Signature]
DATE
NOTICE OF AWARD OF CONTRACT

TO:
Alarm Security Group, LLC
1209 Orange Street
Wilmington, DE 19801

DATE ISSUED: September 22, 2014
CURRENT CONTRACT NO: 728-13

CONTRACT TITLE: Security Systems Preventive Maintenance and Monitoring

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 IMMEDIATELY and expires on MAY 31, 2019.

The contract documents consist of the terms, conditions, and specifications of Invitation to Bid No. 728-13 and the bid of the Contractor, incorporated herein by reference.

CONTRACT PRICING:
1) REFER TO CONTRACTOR’S BID FORM
2) PRICING FIRM THROUGH MAY 31, 2016. POSSIBLE PRICE ADJUSTMENTS THEREAFTER BASED ON CPI-U FOR THE MONTH OF DECEMBER.

ATTACHMENTS:
BID FORM
SPECIFICATIONS EXCERPT

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

VENDOR CONTACT: SAM CAHOON
TELEPHONE NO.: 571-366-0798
EMAIL: scahoon@asgsecurity.com

COUNTY CONTACT: DARREN SALKIL
TELEPHONE NO.: 703-228-3507
EMAIL: dsalkil@arlingtonva.us

CONTRACT AUTHORIZATION

Kryshyn Hepler, CPPB
Procurement Officer

DISTRIBUTION

Kryshyn Hepler, CPPB
BID FOLDER: 1
Date 9/22/2014
ARLINGTON COUNTY, VIRGINIA
OFFICE OF THE PURCHASING AGENT
INVITATION TO BID NO. 728-13

REVISED BID FORM

SUBMIT TWO (2) FULLY-COMPLETE AND SIGNED BID FORMS TO THE OFFICE OF THE BID CLERK, SUITE 511, 2100 CLARENDON BLVD., ARLINGTON, VIRGINIA, 22201 (ONE FORM SHALL CONTAIN AN ORIGINAL LONGHAND SIGNATURE; THE OTHER SHALL BE A PHOTOCOPY OF THE SIGNED ORIGINAL)

BIDS WILL BE OPENED AT 3:00 P.M., ON JUNE 3, 2014

FOR PROVIDING PREVENTATIVE MAINTENANCE, REPAIR, REPLACEMENT, INSTALLATION, AND UL-APPROVED CENTRAL STATION MONITORING SERVICES FOR SECURITY SYSTEMS AT ARLINGTON COUNTY FACILITIES PER THE TERMS, CONDITIONS AND SPECIFICATIONS OF THIS SOLICITATION:

A. THE CONTRACTOR'S ABILITY TO MEET THE FOLLOWING REQUIREMENTS AND CERTIFICATIONS:

<table>
<thead>
<tr>
<th>REQUIREMENTS</th>
<th>CAN YOU MEET THIS REQUIREMENT?</th>
<th>DOCUMENTATION PROVIDED:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Schneider Electric Certified TAC Integrator</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Bosch Certified dealer</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Underwriters Laboratories (UL)-Approved Central Station Monitoring</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Virginia Class A Contractor's License.</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Pelco Certified Dealer and Integrator</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>At least two (2) Electronics Technicians with an active Virginia Department of Criminal Justice Service (DCJS) certification?</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Does each programming engineer actively hold the following Schneider Electric Technician Services certifications throughout the duration of the contract:  • Andover Continuum Configuration (Engineer),  • Andover Continuum Operator (Security),  • Andover Continuum Administrator (Security).</td>
<td>Yes</td>
<td>Yes</td>
</tr>
</tbody>
</table>

BIDDER NAME: [Signature]

ITB No. 728-13
Amendment No. 1
### B. PREVENTATIVE MAINTENANCE

PRICE FOR PREVENTIVE MAINTENANCE, INSPECTION, TESTING, AND OTHER TASK ITEMS FOR EQUIPMENT LISTED IN SCHEDULES A & B. ANNUAL PRICE INCLUDES ALL COSTS FOR PERFORMANCE OF TASKS INDICATED IN THE SCOPE OF SERVICES AND SCHEDULE C.

<table>
<thead>
<tr>
<th>#</th>
<th>LOCATION</th>
<th>ANNUAL COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>AIRPORT PLAZA</td>
<td>$850</td>
</tr>
<tr>
<td>2</td>
<td>ARGUS HOUSE</td>
<td>$2,200</td>
</tr>
<tr>
<td>3</td>
<td>ARLINGTON ARTS CENTER</td>
<td>$3925</td>
</tr>
<tr>
<td>4</td>
<td>ARLINGTON MILL COMMUNITY CENTER</td>
<td>$7946</td>
</tr>
<tr>
<td>5</td>
<td>ARLINGTON PUBLIC SCHOOLS MAINTENANCE DEPT</td>
<td>$950</td>
</tr>
<tr>
<td>6</td>
<td>AURORA HILLS COMPLEX</td>
<td>$2100</td>
</tr>
<tr>
<td>7</td>
<td>BARCROFT SPORTS COMPLEX</td>
<td>$2800</td>
</tr>
<tr>
<td>8</td>
<td>CLARENDON HOUSE</td>
<td>$1080</td>
</tr>
<tr>
<td>9</td>
<td>COURT SQUARE WEST</td>
<td>$4896</td>
</tr>
<tr>
<td>10</td>
<td>COURTHOUSE PLAZA</td>
<td>$12225</td>
</tr>
<tr>
<td>11</td>
<td>DEPARTMENT OF PARKS &amp; RECREATION BUILDING</td>
<td>$7450</td>
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<tr>
<td>12</td>
<td>DREWHY CENTER</td>
<td>$5600</td>
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<tr>
<td>13</td>
<td>EDISON CENTER</td>
<td>$795</td>
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<tr>
<td>14</td>
<td>EQUIPMENT BUREAU</td>
<td>$4625</td>
</tr>
<tr>
<td>15</td>
<td>ETHAN ALLEN</td>
<td>$1571</td>
</tr>
<tr>
<td>16</td>
<td>FAIRLINGTON COMMUNITY CENTER</td>
<td>$7225</td>
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<tr>
<td>17</td>
<td>FENWICK CENTER</td>
<td>$2475</td>
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<tr>
<td>18</td>
<td>FIRE STATION NO. 1</td>
<td>$925</td>
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<tr>
<td>19</td>
<td>FIRE STATION NO. 2</td>
<td>$1525</td>
</tr>
<tr>
<td>20</td>
<td>FIRE STATION NO. 3</td>
<td>$1525</td>
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<tr>
<td>21</td>
<td>FIRE STATION NO. 4/FIRE HEADQUARTERS</td>
<td>$2475</td>
</tr>
<tr>
<td>22</td>
<td>FIRE STATION NO. 5</td>
<td>$1550</td>
</tr>
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<td>23</td>
<td>FIRE STATION NO. 6</td>
<td>$1550</td>
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<td>24</td>
<td>FIRE STATION NO. 7</td>
<td>$1250</td>
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<tr>
<td>25</td>
<td>FIRE STATION NO. 8</td>
<td>$1250</td>
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<tr>
<td>26</td>
<td>FIRE STATION NO. 9</td>
<td>$1525</td>
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<tr>
<td>27</td>
<td>FIRE TRAINING ACADEMY</td>
<td>$2300</td>
</tr>
<tr>
<td>28</td>
<td>FORT BARNARD</td>
<td>$1439</td>
</tr>
</tbody>
</table>

**BIDDER NAME:** [Signature]

ITB No. 728-13
Amendment No. 1
<table>
<thead>
<tr>
<th>#</th>
<th>LOCATION</th>
<th>ANNUAL COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>29</td>
<td>FORT C.F. SMITH</td>
<td>$2275</td>
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<tr>
<td>30</td>
<td>GEORGE MASON CENTER</td>
<td>$2600</td>
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<tr>
<td>31</td>
<td>GLEN CARLYN LIBRARY</td>
<td>$925</td>
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<tr>
<td>32</td>
<td>GULF BRANCH NATURE CENTER</td>
<td>$780</td>
</tr>
<tr>
<td>33</td>
<td>LEE COMMUNITY CENTER</td>
<td>$1650</td>
</tr>
<tr>
<td>34</td>
<td>LEE PUMPING STATION</td>
<td>$2446</td>
</tr>
<tr>
<td>35</td>
<td>LITTLE FALLS PUMPING STATION</td>
<td>$1471</td>
</tr>
<tr>
<td>36</td>
<td>LONG BRANCH NATURE CENTER</td>
<td>$950</td>
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<tr>
<td>37</td>
<td>LUBBER RUN RECREATION CENTER</td>
<td>$950</td>
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<tr>
<td>38</td>
<td>MADISON COMMUNITY CENTER</td>
<td>$2325</td>
</tr>
<tr>
<td>39</td>
<td>MINOR HILL PUMPING STATION</td>
<td>$2246</td>
</tr>
<tr>
<td>40</td>
<td>POLICE DEPARTMENT MOBILE COMMAND</td>
<td>$2225</td>
</tr>
<tr>
<td>41</td>
<td>POWHATAN SPRINGS PARK</td>
<td>$750</td>
</tr>
<tr>
<td>42</td>
<td>SHIRLINGTON BUS STATION</td>
<td>$2700</td>
</tr>
<tr>
<td>43</td>
<td>SHIRLINGTON LIBRARY/EMPLOYMENT CENTER</td>
<td>$3120</td>
</tr>
<tr>
<td>44</td>
<td>SOLID WASTE BUREAU/TRAFFIC ENGINEERING</td>
<td>$3150</td>
</tr>
<tr>
<td>45</td>
<td>SULLIVAN HOUSE</td>
<td>$875</td>
</tr>
<tr>
<td>46</td>
<td>TRADE CENTER NOC</td>
<td>$2794</td>
</tr>
<tr>
<td>47</td>
<td>WALTER REED COMMUNITY CENTER</td>
<td>$4835</td>
</tr>
<tr>
<td>48</td>
<td>WATER/SEWER/STREETS ADMIN BUILDING/WATER CONTROL CENTER</td>
<td>$7375</td>
</tr>
<tr>
<td>49</td>
<td>WESTOVER LIBRARY</td>
<td>$3896</td>
</tr>
<tr>
<td>50</td>
<td>WOODMONT CENTER</td>
<td>$1780</td>
</tr>
</tbody>
</table>

**TOTAL ANNUAL COST:** $140,522

C. HOURLY RATES

HOURLY RATES INCLUDE THE PROVISION OF ALL THINGS NECESSARY FOR PERFORMING REPAIRS, INSPECTION, MAINTENANCE, AND INSTALLATION OF EQUIPMENT LISTED IN SCHEDULES A AND B, INCLUDING BUT NOT LIMITED TO, LABOR, TOOLS, AND TRANSPORTATION TO, FROM AND BETWEEN JOBS, PARKING, TOOLS-OF-THE-TRADE, MEANS FOR ACCESS, CONSUMABLE SUPPLIES, AND LODGING. No "portal to portal" charges or fuel surcharges are permitted under the contract.

**BIDDER NAME:**

ITB No. 728-13
Amendment No. 1
REVISED BID FORM, PAGE 4 OF 9

<table>
<thead>
<tr>
<th>#</th>
<th>POSITION</th>
<th>REGULAR HOURLY RATE</th>
<th>OVERTIME HOURLY RATE (advance approval required)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>PROJECT MANAGER</td>
<td>$110.00</td>
<td>N/A</td>
</tr>
<tr>
<td>2</td>
<td>ELECTRONICS TECHNICIAN</td>
<td>$89.50</td>
<td>$69.50</td>
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<tr>
<td>3</td>
<td>PROGRAMMING ENGINEER</td>
<td>$110.00</td>
<td>$110.00</td>
</tr>
<tr>
<td>4</td>
<td>PROJECT ENGINEER</td>
<td>$110.00</td>
<td>N/A</td>
</tr>
<tr>
<td>5</td>
<td>PROJECT DRAFTSMAN</td>
<td>$90.00</td>
<td>N/A</td>
</tr>
<tr>
<td>6</td>
<td>HELPER</td>
<td>$60.00</td>
<td>$60.00</td>
</tr>
</tbody>
</table>

D. ADDITIONAL TASKS
ADDITIONAL TASK ITEMS INCLUDE THE PROVISION OF ALL THINGS NECESSARY FOR PERFORMING TASK IDENTIFIED BELOW, INCLUDING BUT NOT LIMITED TO, LABOR, TOOLS, TRANSPORTATION TO, FROM AND BETWEEN JOBS, PARKING, TOOLS-OF-THE-TRADE, MEANS FOR ACCESS, CONSUMABLE SUPPLIES, AND LODGING.

<table>
<thead>
<tr>
<th>#</th>
<th>LOCATION</th>
<th>COST PER MONTH</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>CENTRAL STATION MONITORING</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• INTRUSION - BASE</td>
<td>$27.50</td>
</tr>
<tr>
<td></td>
<td>• FIRE ALARM - BASE</td>
<td>$27.50</td>
</tr>
<tr>
<td></td>
<td>• FIRE ALARM - IN ADDITION TO INTRUSION BASE</td>
<td>$3.15</td>
</tr>
<tr>
<td></td>
<td>• ELEVATOR PHONE</td>
<td>$27.50</td>
</tr>
<tr>
<td></td>
<td>• DURESS - IN ADDITION TO INTRUSION BASE</td>
<td>$2.10</td>
</tr>
<tr>
<td></td>
<td>• IP-BASE MONITORING</td>
<td>$60.75</td>
</tr>
<tr>
<td></td>
<td>TOTAL MONTHLY COST:</td>
<td>$148.50</td>
</tr>
</tbody>
</table>

The undersigned understands and acknowledges the following:

The official, true, and complete copy of the solicitation documents, WHICH SHALL INCLUDE ALL AMENDMENTS THERETO, is the electronic copy of the solicitation documents provided at the County Purchasing Agent's website (http://www.arlingtonva.us/purchasing).

Each bidder is responsible for determining the accuracy and completeness of ALL solicitation documents they receive, including documents obtained from the County, and documents obtained from all other sources.

BIDDER NAME: [Signature]

ITB No. 728-13
Amendment No. 1
TRADE SECRETS OR PROPRIETARY INFORMATION:
Trade secrets or proprietary information submitted by a bidder in connection with a procurement transaction shall not be subject to public disclosure under the Virginia Freedom of Information Act. However, Section 4-111 of the Arlington County Purchasing Resolution states that the bidder must invoke the protection of this section prior to or upon submission of the data or other materials, and must identify the data or other materials to be protected and state the reasons why protection is necessary.

Please mark one:

( ) No, the bid I have submitted does not contain any trade secrets and/or proprietary information.

( X ) Yes, the bid I have submitted does contain trade secrets and/or proprietary information.

If Yes, you must clearly identify below the exact data or other materials to be protected and list all applicable page numbers of the bid containing such data or materials:

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

State the specific reason(s) why protection is necessary:

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

If you fail to identify the data or other materials to be protected and state the reasons why protection is necessary in the space provided above, you will not have invoked the protection of Section 4-111 of the Purchasing Resolution. Accordingly, effective upon the award of contract, the bid will be open for public inspection consistent with applicable law.

CERTIFICATION OF NON-COLLUSION: The undersigned certifies that this bid is not the result of, or affected by, any act of collusion with another person (as defined in the Code of Virginia § 59.1-68.6 et seq.), engaged in the same line of business or commerce; or any act of fraud punishable under the Virginia Governmental Frauds Act (Code of Virginia § 18.2-498.1 et seq.).

BIDDER NAME: [Signature]

ITB No. 728-13
Amendment No. 1
CONTACT PERSON AND MAILING ADDRESS FOR DELIVERY OF NOTICES
Provide the name and address of the person designated by the Bidder to receive notices and other communications (Refer to section headed Notices in the Contract Terms and Conditions of this solicitation for further details):

NAME: Sam Cabaan
ADDRESS: 2301 Kilo Court, Suite A
Beltsville, MD 20705
E-MAIL: scaban@agsecurity.com

THE PROPER LEGAL NAME OF THE FIRM OR ENTITY SUBMITTING THIS BID MUST BE WRITTEN IN THE SPACE PROVIDED BELOW. THIS BID FORM, AND ALL OTHER DOCUMENTS REQUIRED BY THE INVITATION TO BID TO BE SUBMITTED WITH THIS BID FORM, INCLUDING, BUT NOT LIMITED TO ALL ISSUED AMENDMENTS, MUST BE FULLY AND ACCURATELY COMPLETED AND SIGNED BELOW BY A PERSON AUTHORIZED TO LEGALLY BIND THE BIDDER, OR THE BID MAY BE REJECTED:

AUTHORIZED SIGNATURE: [Signature]
PRINT NAME AND TITLE: Anthony Wagner 1/16/11

INDICATE THE NAME AND CONTACT INFORMATION OF THE PERSON WHO CAN RESPOND AUTHORITATIVELY TO ANY QUESTIONS REGARDING THIS BID (I.E. PROJECT MANAGER):

NAME (PRINTED): Sam Cabaan
TITLE: Senior Account Manager
E-MAIL ADDRESS: scaban@agsecurity.com
TEL. NO.: 301-366-0748

ITB No. 728-13
Amendment No. 1
<table>
<thead>
<tr>
<th>SUBMITTED BY:</th>
<th>Alarm Security Group LLC</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADDRESS:</td>
<td>1209 Orange Street</td>
</tr>
<tr>
<td>CITY/STATE/ZIP:</td>
<td>Wilmington, DE 19801</td>
</tr>
<tr>
<td>TELEPHONE NO:</td>
<td>301-625-4000</td>
</tr>
<tr>
<td>FACSIMILE NO.:</td>
<td>301-625-3205</td>
</tr>
<tr>
<td>VA. CONTRACTOR LICENSE #:</td>
<td>ZT05098253</td>
</tr>
</tbody>
</table>

**THIS FIRM IS A:**
- Corporation, Delaware
- General Partnership
- Limited Partnership
- Unincorporated Association
- Limited Liability Company
- Sole Proprietorship

**IS FIRM AUTHORIZED TO TRANSACT BUSINESS IN THE COMMONWEALTH OF VA:** Yes

**IDENTIFICATION NO. ISSUED TO THE FIRM BY THE SCC:** ZT0206427

**ANY BIDDER EXEMPT FROM SCC AUTHORIZATION REQUIREMENT SHALL INCLUDE A STATEMENT WITH ITS BID WHY THEY ARE NOT REQUIRED TO BE SO AUTHORIZED**

**IS YOUR FIRM OR ANY OF ITS PRINCIPALS CURRENTLY DEBARRED FROM SUBMITTING BIDS TO ARLINGTON COUNTY, VIRGINIA, OR ANY OTHER STATE OR POLITICAL SUBDIVISION:** No

**BIDDER STATUS:**
- Minority Owned:  
- Woman Owned:  
- Neither: X
Metropolitan Washington Council of Governments (COG)

Rider Clause

PERTAINING TO THE USE OF CONTRACT(S) BY MEMBERS OF THE METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS PURCHASING OFFICERS' COMMITTEE

A. If authorized by the bidder(s), resultant contract(s) will be extended to any or all of the listed members as designated by the bidder to purchase at contract prices in accordance with contract terms.

B. Any member utilizing such contract(s) will place its own order(s) directly with the successful contractor. There shall be no obligation on the part of any participating member to utilize the contract(s).

C. A negative reply will not adversely affect consideration of a bidder's bid/proposal.

D. It is the awarded vendor's responsibility to notify the members shown below of the availability of the Contract(s).

E. 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 Comprehensive General Liability 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.

F. The issuing jurisdiction 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.

Continued on next page
BIDDER'S AUTHORIZATION TO EXTEND CONTRACT:

<table>
<thead>
<tr>
<th>YES/NO</th>
<th>JURISDICTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>☑</td>
<td>Alexandria, Virginia</td>
</tr>
<tr>
<td>☑</td>
<td>Alexandria Public Schools</td>
</tr>
<tr>
<td>☑</td>
<td>Alexandria Sanitation Authority</td>
</tr>
<tr>
<td>☑</td>
<td>Arlington County, Virginia</td>
</tr>
<tr>
<td>☑</td>
<td>Arlington County Public Schools</td>
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<td>Culpeper County, Virginia</td>
</tr>
<tr>
<td>☑</td>
<td>District of Columbia</td>
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BIDDER'S LEGAL NAME:

Asg Security ULC

DATE OF BID: 6/3/14
A. INTRODUCTION
Arlington County ("County") seeks to establish a Contract with a qualified firm to provide preventative maintenance, repair, replacement, installation, and Underwriters Laboratories (UL)-approved central station monitoring services for security systems at the Arlington County owned and leased facilities.

The following systems are included under this Contract:
- Closed Circuit Television (CCTV) Systems,
- Intrusion and Detection Systems,
- Duress Systems,
- Electronic Access Control Systems,
- Security Gates, and
- Safe Havens.

B. MANDATORY QUALIFICATION AND CERTIFICATION REQUIREMENTS
The Contractor shall meet ALL of the following qualification and certification requirements at the time of submission of bids. The Contractor shall maintain these requirements and certification during Contract Term:
- Schneider Electric Certified TAC Integrator
- Bosch Certified Dealer
- Pelco Certified Dealer and Integrator
- UL-Approved Central Station Monitoring
- Virginia Class A Contractor's License.

C. SERVICE REQUIREMENTS
The Contractor shall furnish all necessary labor, transportation, parking fees, tools-of-the-trade including specialized diagnostic testing equipment, consumable supplies (including, by way of illustration and not limitation, lubrication, solder, caulking, tape, wire nuts, fasteners, gases, and other consumable items) and materials as required to provide comprehensive preventive maintenance on all security equipment listed herein. The equipment listed in Schedules A and B represent current County inventory covered by this Contract. The Contractor shall provide maintenance, emergency on-call response, inspection, testing, repair, replacement, and installation services for the equipment listed on Schedules A and B in accordance with pricing submitted in the Bid Form. The Contractor shall provide the above listed services at County owned/leased/operated facilities for equipment not listed on Schedules A and B on a time and materials or project basis. All charges for materials, parts and equipment shall be at the Contractor's cost.

No "portal to portal" charges, fuel surcharges or miscellaneous fees are permitted under the contract.

D. CONTRACT TERM AND PRICING
Work under this Agreement shall commence upon award of this Contract and shall continue until May 31, 2019, subject to any written modifications as provided for in the Contract Documents.
Contractor shall provide all pricing as listed in the Bid Form. Partial bids will not be accepted. Pricing shall remain firm until April 30, 2016 in accordance with Section III, CONTRACT TERMS AND CONDITIONS, Paragraph 4. CONTRACT PRICING.

E. CONTRACT CHANGES
The County reserves the right to add or remove equipment and services to or from the Contract through written amendment. The additions or removals shall be at the sole discretion of the County, at prices agreed upon between the County and the Contractor. The negotiated value of listed equipment discontinued from service during the contract term shall be deducted from the Contract price. Price for equipment added after bid opening shall be added to the annual Contract price. The value of any such additions or subtractions shall be negotiated between the County and the Contractor.

F. INSPECTION, TESTING, AND PREVENTIVE MAINTENANCE SERVICE
The Contractor shall perform inspection, testing, and preventive maintenance of all equipment listed in Schedules A and B in accordance with the guidelines identified in Schedule C. Upon the Contract award, the Contractor shall provide to the County Project Officer or designee within ten (10) calendar days of the issuance of a valid County Purchase Order an inspection, testing, and preventive maintenance initial schedule for all equipment in Schedules A and B for review and approval. Contractor shall begin inspection, testing, and maintenance on all equipment in Schedules A and B upon County approval of the submitted schedule. The Contractor shall submit a monthly schedule with a new assigned work order number for approval to the County Project Officer five (5) business days prior to the start of each month.

The initial service to any equipment shall be the annual service or next highest cyclical service (e.g. semi-annual, quarterly) and shall meet the guidelines identified in Schedule C. Upon completion of the initial service of all equipment listed in Schedules A and B and within one hundred twenty (120) calendar days of the County’s approval of the schedule, the Contractor shall submit to the County’s Project Officer, three (3) bounded hardcopies and one (1) electronic PDF copy on DVD of a written report identifying the building name, building address, the date of service visit and the following information for all equipment listed in Schedule A and B:

1. Equipment type, location, model number, serial number, and manufacturer (the Contractor shall verify the equipment listed in Schedules A and B for accuracy);

2. List of security systems equipment not included on Schedules A and B. Include equipment type, location, model number, serial number, and manufacturer;

3. A statement as to the current condition of each piece of equipment;

4. A description of work performed as a part of the annual preventive maintenance visit;
5. Specific recommendations for any repair or modification which the Contractor believes could enhance the operation of the equipment; and

6. An estimate of the cost of each task to accomplish the work recommended in item 5 above using the Contract labor rates.

A written report meeting the criteria above shall be provided yearly after each annual service and within sixty (60) days after the contract anniversary date.

All major deficiencies found during any service visit shall be relayed by phone or in person to the County Project Officer or designee on the same day of the service visit.

All inspection, testing, and preventative maintenance of all equipment identified in Schedules A and B shall be performed by personnel that meet the criteria of Electronics Technician or Programming Engineer identified in Paragraph U. CONTRACTOR'S PERSONNEL below. A helper can provide assistance only under the direct supervision of approved personnel.

G. MONTHLY PROGRESS MEETINGS
On a monthly basis, the Contractor’s Contract Manager shall meet with the County Project Officer or designee at a time and location accommodating to the County to review the previous month’s performance and to discuss any Contract related items. The Contractor shall provide to the County Project Officer or designee a preventative maintenance report a minimum of five (5) business days prior to the monthly progress meeting. The report shall contain the following information:

1. Date scheduled maintenance was last performed and by which technician;

2. Identification of all equipment and components on which scheduled maintenance was completed;

3. Preventative maintenance schedule for the current month;

4. Summary including status of all work orders issued during the previous month;

5. Summary including status of all ongoing projects;

6. An updated County parts inventory list identifying any inventory needed; and

7. Minutes of the previous month’s meeting.

The Contractor shall take meeting notes and produce meeting minutes for all monthly progress meetings. The minutes shall be provided to the County Project Officer or designee within five (5) business days after the date of the meeting.
H. NEW AND CORRECTIVE WORK
Additional work on equipment listed in Schedules A and B outside of the tasks specified in Schedule C and for inspection, testing, preventive maintenance, repair, replacement, and installation of equipment not listed in Schedules A and B and which are not due to the Contractor’s improper performance or negligence, shall be completed on a time and materials or project basis using the Contract labor rates submitted in the Bid Form in accordance with procedures outlined in Paragraphs J. WORK REQUEST, WORK ORDER NUMBER ASSIGNMENT AND WORK TICKETS and K. PROJECT WORK. The Contractor shall provide the parts and materials at cost with no additional markup. Upon request by the County, the Contractor shall provide evidence of the materials cost. The County will reimburse the Contractor for any subcontractor work at the labor rate and materials charged by the subcontractor. Work is not authorized unless specifically approved in advance by the County Project Officer and supported by issuance of an Arlington County Purchase Order (“PO”).

Proposals for any new and corrective work performed on time and materials or project basis under this Contract are capped at $500,000.00. The County reserves the right to issue separate solicitations for projects of any dollar value, if, in its own discretion, the County determines that it would be in the best interest of the County.

Any projects of total (proposal price plus contingency) value of more than $250,000.00 must obtain prior approval of Arlington County Board.

Tools of the trade and other trade consumables are not valid contract expenses. The cost of consumables (including, by way of illustration and not limitation, lubrication, solder, caulking, tape, wire nuts, fasteners, gases, and other consumable items) are considered administrative expenses. These shall be included as part of the hourly rates bid.

I. ON-CALL CORRECTIVE WORK RESPONSE TIMES
The Contractor shall provide 24 x 7 x 355 on-call and emergency repair services. The Contractor shall arrive onsite with all tools and materials necessary to complete the repairs within two (2) hours of a call identified as an emergency and within four (4) hours for routine service calls. On-call repair services shall be completed on a time and materials basis using contract unit prices. No work is authorized unless specifically approved in advance by the County Project Officer or designee and unless a valid County Purchase Order has been issued.

If the Contractor is unable to or fails to respond within the required time frame, the County reserves the right to obtain the service elsewhere. If the Contractor is unable to or fails to respond within the required time frame on two (2) or more occasions during any three (3) month period, the County may terminate the contract for default.

J. WORK REQUEST, WORK ORDER NUMBER ASSIGNMENT AND WORK TICKETS
For time and material work less than $5,000, the County will issue Work Orders to the Contractor. All time and material work shall require associated Work Tickets indicating the issued Work Order number. The Contractor’s employees shall validate their time and material work through sign-off on the Work Ticket by the County Project Officer or
designee. The sign-off on the Work Ticket shall be considered evidence of the site visit only and shall not be construed as the County’s acceptance of any work performed during the visit or the amount of labor hours charged to the job.

The Contractor shall submit a proposal for all inspection, testing, maintenance, repair, replacement, and installation services whose cost estimates exceed $2,500.

K. PROJECT WORK

The Contractor shall submit a formal proposal for all inspection, testing, maintenance, repair, replacement, and installation projects (excluding preventative maintenance) upon request by the County. The Contractor’s proposal shall be based strictly on the Contract Labor Rates listed on the Bid Form, and on the actual cost for materials used to complete the work. The proposal shall indicate the cost for the work, all the necessary materials and the associated labor each as a separate line item. Any exceptions should be explicitly noted in the proposal and should not deviate from the project intent. Upon acceptance of the proposal by the County Project Officer or designee, the County will issue a separate Purchase Order (PO) for the work. The Contractor shall not begin the work without receipt of the approved PO and an official written notice to proceed authorized by the County Project Officer or designee. The County reserves the right to solicit additional cost proposals or issue separate bid(s) for any such project work.

Proposals for any new and corrective work performed on time and materials or project basis under this Contract are capped at $500,000.00. Any projects of total (proposal price plus contingency) value of more than $250,000.00 must obtain prior approval of Arlington County Board.

On a project specific basis, the Contractor shall provide the minimum following deliverables to the County and its 3rd party Contractor within timeframes specified for that particular project:

1. Assign Project Manager as single point of contact for County.

2. Assign Project Engineer to provide subject matter expertise from the initial project scoping phase to close-out.

3. Equipment cutsheets.

4. Wire riser diagrams with conduit and wire sizing between all security devices and components.

5. Cabling, conduit, conductor, device, and security frontend specifications.

6. Type of device rough-ins and locations of terminations including power requirements.

7. Specify the size and type of required voice-data for security system(s).
8. Submit 1 hard copy (full size) and electronic AutoCAD drawings to County for each submission. The County will provide building backgrounds in either AutoCAD or PDF.

9. Attend coordination meetings with County and its 3rd Party Contractor as required and requested.

10. Training to County, provide Operational and Maintenance manuals, and warranty documents.

The Contractor shall also provide subject matter expertise in the initial project scoping phase. All Contractor support shall be provided by an individual that meets the minimum qualifications of a Project Engineer specified in Section T - Contractor’s Personnel, and shall be paid using hourly rates bid.

L. CENTRAL MONITORING STATION SERVICES

The Contractor shall provide upon award of Contract a UL-approved Central Monitoring Station with personnel on duty twenty-four (24) hours a day, seven (7) days a week for fifty-two (52) weeks a year. The station shall continuously monitor all alarms and trouble signals from all facilities under the Contract.

The Central Monitoring Station shall be capable of reading, understanding, interpreting and reporting all signals from devices identified by the County for monitoring. These devices shall include, but not be limited to, elevators, intrusion systems, fire alarm panels, and duress systems. It shall also be capable of reporting alarms and trouble signals by zone (as defined by the security system) and zone description. The station shall have the capability of displaying and recording any and all logic of selected command and control centers.

Every monitoring system specified under this Contract 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 Central Station Monitoring system monitoring report. Trouble signals shall also be reported.

The Central Monitoring Station shall furnish upon the County Project Officer or designee’s request continuous monitoring reports of all system activity for each facility monitored. The reports shall include all recorded events (e.g. facility openings, closings, motion detected, card reader activation) and valid/invalid signals. The reports shall certify that all systems are in working order. Monthly hardcopy reports shall be provided to the County Project Officer upon request.

M. IMPROPER MAINTENANCE, REPAIR AND/OR OPERATION

In the event of an equipment and/or system failure due to the Contractor’s improper or lack of required maintenance, improper repair, improper operation, negligence, misuse or accidents caused by the Contractor’s employees including subcontractors, or as a result of actions of the Contractor’s employees, including subcontractors, the Contractor shall arrive onsite with all tools and materials necessary to complete the repairs within two (2) hours of the County’s notification. Such repairs shall be performed at Contractor’s cost with no additional charge to the County.
The County reserves the right to complete the repairs in-house or use a different Contractor if, in its sole discretion, it is determined that such repairs must be performed immediately. The Contractor shall reimburse the County for the full cost of such repairs.

If any equipment warranty is invalidated due to Contractor's negligence in providing factory-certified service technicians as required, the Contractor shall be responsible for any ensuing costs.

In any instance, where there is clear evidence indicating that the equipment and/or system failure was a direct result of the Contractor's improper or lack of required maintenance, improper repair, improper operation, negligence, misuse or accidents caused by the Contractor's employees including subcontractors, or as a result of actions of the Contractor's employees, including subcontractors, the County reserves the right to require the Contractor to reimburse the County for any and all reasonable costs that the County incurred as a result of such an event.

N. WORK HOURS
Regular work hours under this Contract are defined as 7:00 am to 4:00 pm, Monday through Friday, except weekends and County-observed holidays. All work shall be performed during regular working hours unless indicated otherwise in this Contract or expressly authorized in writing by the County Project Officer or designee. Some areas of the Justice Center are only accessible at hours outside of the regular work hours defined above. It is the Contractor's responsibility to determine the hourly schedule and access availability for each area covered by this Contract. No overtime pay will be approved for preventative maintenance work in those areas. No overtime payments will be allowed for work done before 7:00 am or after 4:00 pm when such scheduling is done at the Contractor's option.

O. OVERTIME WORK
Work authorized in advance by the County Project Officer or designee to be performed on a time and material basis outside of regular work hours shall be paid at the overtime hourly labor rate(s) provided on the Bid Form. The Contractor shall not perform overtime work for any reason without the prior approval of the County Project Officer or designee. Work performed outside of regular work hours without such prior approval of the Project Officer or designee will be paid for at straight-time hourly labor rate(s) only.

P. CHECK-IN AND SIGN-OFF AT SITE
The Contractor's employees before starting any work shall check in and after completing work shall check out with the County's Facilities Management Bureau Hotline (703-228-4422) to allow for proper notification to County staff at the various sites.

THE CONTRACTOR'S PERSONNEL SHALL CALL THE FACILITIES MANAGEMENT BUREAU HOTLINE (703-228-4422) AND INFORM THE DISPATCHER IN ADVANCE OF THEIR TIME OF ARRIVAL AT THE COUNTY FACILITY.

Q. MATERIAL AND WORKMANSHIP
All equipment, parts and materials used or furnished under this
Contract shall be new and genuine manufacturer's recommended or authorized replacement parts. Use of used parts or materials is prohibited. Prior approval of the County Project Officer or designee is required on a case-by-case basis when rebuilt parts are proposed for use.

The Contractor understands and agrees that payment to the Contractor for materials used in the performance of any work under this contract on a cost-plus-a-percentage-of-cost basis is specifically prohibited. All charges for materials for all Contract work shall be at the Contractor's cost.

R. GUARANTEE
The Contractor shall guarantee all parts/materials and workmanship for a period of one (1) year or the manufacturer's warranty period, whichever is longer. Any repeated repairs/corrections for the same reason or problem within this time period shall be made at no cost to the County. The Contractor guarantee shall commence upon final County payment for that specific project, item, or task.

S. LICENSES AND PERMITS
The Contractor shall, at its expense, obtain all necessary licenses and permits needed to conduct the work required under this Contract. The Contractor shall be responsible for providing all necessary formal notices required in conjunction with the lawful execution of the work under this Contract.

T. CONTRACTOR'S PERSONNEL:

1. CONTRACT MANAGER
The Contractor shall assign a qualified individual to serve as the Contract Manager. The Contractor shall identify to the County the Contract Manager within ten (10) calendar days of Contract award. The Contract Manager shall be experienced in project management; supervision of employees; knowledgeable in all aspects of security systems; have the ability to troubleshoot problems and issues quickly, and be able to consult with the County Project Officer about remedies.

The Contract Manager shall report to the County's Project Officer for communication, coordination and evaluation of inspection, testing, and maintenance services and for quality control. The Contract Manager shall serve as the single point of contact with the County for work assignments, Contractor cost proposals, and problem resolution.

The Contract Manager shall meet with the County Project Officer for progress meetings and site tours as needed to discuss performance and receive feedback on all services performed. At a minimum, the Contract Manager shall meet with the County Project Officer monthly and perform semi-annual site tours with the County Project Officer or designee.

The Contract Manager hours are not billable and shall be considered Contractor overhead.

2. PROJECT MANAGER
The Contractor shall provide project management on an as-needed
basis. The Project Manager shall be responsible for project coordination of installation, repair, and replacement projects. The coordination tasks shall include, but not be limited to: scheduling, ordering and delivery of equipment and materials, project oversight, coordination, and close-out (i.e. checklist, start-up, warranty, etc.). Work of a Project Manager may only be charged to project work with the cost estimate of over $20,000. No overtime work will be allowed for the Project Manager.

3. **ELECTRONICS TECHNICIAN**
   The Contractor shall employ at all times during the Contract term at least five (5) Electronics Technicians that are properly certified and readily available to perform work under this Contract.

   The Electronics Technicians shall have a background in electrical and/or controls with training in systems specific to the security industry including step-by-step procedures involving installing, adjusting, inspecting and maintaining various types of CCTV, access control systems and other related equipment. Each Electronics Technician shall have the most current training for Bosch Training Academy Technician for Intrusion throughout the duration of the Contract.

   Evidence of this training shall be provide upon request by the County.

   Each Security Technician shall have at least five (5) years of experience in the field of maintenance and repair of commercial security systems.

   At least two (2) Electronics Technicians must hold an active Virginia Department of Criminal Justice Service (DCJS) certification.

4. **PROGRAMMING ENGINEER**
   The Contractor shall employ at all times during the Contract Term a minimum of two (2) Programming Engineers that are readily available to perform work under this Contract. One (1) Programming Engineer shall be available on-call 24/7/365. Each Programming Engineer shall actively hold the following Schneider Electric Technician Services certifications throughout the duration of the Contract:

   - Andover Continuum Configuration (Engineer),
   - Andover Continuum Operator (Security),
   - Andover Continuum Administrator (Security).

   Each Programming Engineer shall have at least three (3) years of experience in the commercial security industry and Andover Continuum.

5. **PROJECT ENGINEER**
   The Contractor shall provide project engineering services on an as-needed basis. The Project Engineer shall be responsible for providing security subject matter expertise to the County on a
project by project basis. The Project Engineer shall have a minimum five (5) years experience in security system design and integration. Security design shall include CCTV, EAC, and Intrusion Systems. No overtime work will be allowed for the Project Engineer.

6. **PROJECT DRAFTSMAN**  
The Contractor shall provide a minimum of one (1) Project Draftsman on an as-needed basis for project work only. The Project Draftsman shall have a minimum of three (3) years drafting experience using AutoCAD. No overtime work will be allowed for the Project Draftsman.

7. **HELPER**  
The Contractor shall provide a helper to assist technicians on an as-needed basis for service and project work. Helpers shall not be used to assist in inspection, testing, or preventive maintenance work without direct supervision of an Electronics Technician or Programming Engineer. At a minimum, the helper must have at least two (2) years of experience in the field of maintenance and repair of commercial security systems.

The County reserves the right to reject Contractor’s service personnel who, in the County’s sole judgment, are not adequately qualified to perform the work, and require the Contractor to replace them with qualified personnel.

Contractor’s personnel, including the supervisor(s), who perform work in the facilities covered by the Contract, shall wear clean company uniform and safety shoes. The company name shall appear on the uniform. The supervisor may wear dress clothes and dress shoes and shall display a name tag with the supervisor’s name and company name.

8. **PAYMENT FOR CONTRACT SERVICES**  
Payments for work performed by the Contractor and accepted by the County Project Officer or designee will be made by the County to the Contractor upon completion of service and submission by the Contractor of a proper and correct invoice with all associated documentation attached. For large projects, submission of monthly invoices is allowed. Work Tickets and inspection/testing reports shall be provided for all work including preventive maintenance and shall reference the appropriate Work Order numbers. Invoices submitted without work tickets, inspection/testing reports, and associated work order numbers shall not be paid and shall be returned to the Contractor. The Contractor may submit electronic and legible copies of the inspection/testing reports in lieu of hardcopies if approved by the County Project Officer. At the County Project Officer or designee’s discretion, the work ticket submission requirement for invoices may be waived for services defined as project work.

Payments for all labor performed on a time and materials basis shall be for work performed and services rendered on the job site only. No “portal to portal” charges, fuel surcharges or miscellaneous fees are permitted under the contract.

9. **TIMELY COMPLETION OF WORK**  
The Contractor shall proceed diligently to complete the work during
regular working hours without interruption, except for scheduled lunch breaks. The County will deduct from Contractor’s invoices any charges for time spent by the Contractor’s crew on extended lunch breaks or other breaks.

Scheduling of priority work, including the interruption of current assignments, requires the advance approval of the Project Officer. Priority work identified by the County Project Officer or designee shall take precedence over current work.

W. COUNTY’S RIGHT TO STOP WORK
The County reserves the unilateral right to cancel any job assigned and in progress if the Contractor, in the opinion of the County Project Officer or designee, is not performing work at a satisfactory pace or fails to perform work in a professional manner commensurate with accepted trade and safety standards. If a job is canceled, the County will reimburse the Contractor for all work performed and all reasonable quantities of materials delivered to the site prior to the time of cancellation. The County reserves the right to contract for completion of such work with another vendor.

The County reserves the right to cancel any job assigned if the County, in its sole discretion, determines that such cancellation is in the County’s best interest. In such case, the County will reimburse the Contractor for all work performed and all reasonable quantities of materials delivered to the site prior to the time of cancellation.

X. SPECIAL TERMS AND CONDITIONS:

1. TRAFFIC MANAGEMENT: The Contractor shall be responsible for maintaining traffic flow, and for protection and safety of vehicles and pedestrians in the area affected by all Contract work. The Contractor must provide all signs, barricades, flashers, and flag-personnel required to maintain traffic flow and safety. Signs and other traffic control devices must be in accordance with the most current Virginia Department of Transportation (VDOT) standards. At least one Contractor employee at each site where traffic control is required shall be a VDOT certified flagger trained on Basic Work Zone Traffic Control.

2. EQUIPMENT ACCESSIBILITY: The Contractor shall provide the means and methods to access all equipment included in this Contract. This includes, but is not limited to, ladders and scissors lifts (man-lifts). Cost for access shall be considered Contractor overhead and shall not be charged separately.

3. ROOF SAFETY: The Contractor shall follow all applicable federal, state, and local safety requirements and regulations.

4. MATERIAL DISPOSAL: The Contractor shall be responsible for proper disposal of all waste and shall remove all trash and waste produced by service. Disposal shall be in accordance with all applicable local, state, and federal regulations. The Contractor shall not dispose of any materials in County-owned or operated refuse devices and/or equipment (i.e. trash cans, dumpsters, etc.).
5. SAFETY WORK PLAN: The Contractor shall provide a safety work plan to the County Project Officer or designee for all work requested unless otherwise directed by the County Project Officer or designee. This plan shall be submitted for approval at the beginning of the contract with the initial schedule and separately at County’s request for any project work prior to the start of work.

6. CODES AND STANDARDS: All work performed under this Contract shall be in strict accordance with all applicable codes, industry standards, and County Standards. Should permits for any work performed by the Contractor be required by Arlington County, the Contractor shall prepare, submit, and obtain approval and the permit from the County. The Contractor shall be responsible for all permit fees. The Contractor shall follow and shall be responsible for coordination of all County requirements and procedures associated with impairments of fire protection equipment.

Y. JUSTICE CENTER BACKGROUND CHECK AND SECURITY REQUIREMENTS
Within thirty (30) calendar days after award of the contract, a minimum of two (2) Electronic Technicians with active DCJS certifications and employed by the Contractor must pass background check through the Arlington County Sheriff’s Office. Personnel who successfully pass the background check must attend a one (1) day Arlington County Sheriff’s Office security class in order to be allowed to work in the Arlington County Detention Facility (ACDF) and Courthouse buildings. The one day training session provided by the Sheriff’s Office will include, but will not be limited to, required onsite security protocols, responsibilities and compliance with the Prison Rape Elimination Act (PREA) as specified in 28 CFR Part 115 of the Federal Registry. All personnel shall also be required to attend an annual one day security/PREA refresher training. The Contractor shall not be reimbursed for time required for ACDF security trainings.

When entering or performing work at the ACDF, any and all Contractor’s personnel carrying tools and replacement parts shall carry such tools and replacement parts in a locked tool bag or mobile tool cart with lockable drawers/doors. In addition, the Contractor shall ensure that each tool bag or mobile tool cart has a current (daily) inventory of the list of tools, replacement parts and any hazardous materials or products contained in the bag or mobile cart prior to entering and leaving the ACDF.

Z. METHOD OF MEASURING PERFORMANCE
The performance of the Contractor will be measured throughout the term of the Contract by consideration of the following performance criteria:

1. Failure to adhere to the contract requirements,

2. Failure to meet the approved monthly testing, inspection, and maintenance schedule described herein,

3. Failure to provide appropriately certified and trained personnel as required in Paragraph W. CONTRACTOR’S PERSONNEL above,
4. Number of call-backs to correct malfunctions/failures,

5. Failure to respond to requests for work as provided for in the Scope of Work,

6. Failure to perform services within accepted industry standards and codes,

7. Failure to adhere to contractual requirement for onsite response for emergency work and routine service calls,

8. Failure to perform services within the time prescribed within accepted industry standards and codes. Excessive time to complete work on three (3) or more jobs within a three (3) month period, may result in termination of the Contract by the County for default,

9. Contract Manager's failure to evaluate performance, provide quality control, and effectively communicate and/or report to the County’s Project Officer as required Paragraph W. CONTRACTOR’S PERSONNEL above,

10. Failure to follow all applicable local, state and federal standards regarding traffic control, confined space entry and material disposal.

AA. CONTRACT PERFORMANCE
The County considers this Contract critical to the uninterrupted functioning of the Arlington County’s numerous security systems. The Contractor’s performance of the tasks under this Contract will be closely monitored and documented. The Contractor’s repeated failure to adhere to all of the provisions of this Contract will be grounds for termination of the Contract in accordance with the provisions of Section III. CONTRACT TERMS AND CONDITIONS, Paragraph entitled TERMINATION FOR CAUSE, INCLUDING BREACH AND DEFAULT; CURE.

BB. SERVICES FOR OTHER COUNTY AGENCIES
This Contract is extended to other County Agencies. If other Agencies make use of this Contract a separate Purchase Order (“PO”) must be issued by that Agency. The Contractor management, invoices, scheduling, coordination, and payments shall be the responsibility of the Agency issuing the PO. Facilities Management Bureau shall pay for annual Preventative Maintenance only for the sites listed on the bid form with the exception of Water Pollution Control bureau. Individual agencies will need to provide funding for CM/Project work as required.
SCHEDULE C - EQUIPMENT PREVENTIVE MAINTENANCE, INSPECTION, AND TESTING
GUIDELINES

At a minimum, the Contractor shall provide all necessary personnel, transportation, parking fees, tools-of-the-trade including specialized diagnostic testing equipment and consumable supplies to perform maintenance tasks requirements identified below for all equipment indicated in Schedule A and Schedule B. County personnel will not be available to assist the Contractor.

Any deviations from the requirements below require the advance approval of the County Project Officer. This list is not represented as being all-inclusive of the services to be performed or the frequency required. The Contractor shall be required to perform all services necessary to provide a safe and efficient maintenance program commensurate with recommended practices as specified by each manufacturer.

The following applies to all equipment indicated in Schedule A and Schedule B:

During annual visits the Contractor shall also perform all semi-annually, quarterly, monthly, weekly and daily tasks in addition to the annual task items. During semi-annual visits the Contractor shall also perform all quarterly, monthly, weekly and daily tasks in addition to the semi-annually task items. During quarterly visits the Contractor shall also perform all monthly, weekly and daily tasks in addition to the quarterly task items. During monthly visits the Contractor shall also perform weekly and daily tasks in addition to the monthly tasks.

1. ACCESS CONTROL SYSTEM

1.1. Controller

1.1.1. Annually
1.1.1.1. Perform visual inspection and check for proper operation.
1.1.1.2. Clean and remove debris/dust per manufacturer approved method.
1.1.1.3. Check and record input/output voltage.

1.2. IOU units, Elevator modules, etc.

1.2.1. Annually
1.2.1.1. Perform visual inspection and check for proper operation.
1.2.1.2. Clean and remove debris/dust per manufacturer approved method.
1.2.1.3. Check and record voltage.

1.3. Card Reader

1.3.1. Annually
1.3.1.1. Perform visual inspection and check for proper operation.
1.3.1.2. Clean and remove debris/dust per manufacturer approved method.

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1.4. **Door Power Supply**

1.4.1. **Annually**
1.4.1.1. Perform visual inspection and check for proper operation.
1.4.1.2. Clean and remove debris/dust per manufacturer approved method.
1.4.1.3. Check and record input/output voltage.

1.5. **Workstation**

1.5.1. **Annually**
1.5.1.1. Perform visual inspection and check for proper operation.
1.5.1.2. Clean and remove debris/dust per manufacturer approved method.
1.5.1.3. Back-up all log files and maintain a copy of the back-up offsite. Provide a copy of the back-up to the County Project Officer.

1.6. **Intercoms**

1.6.1. **Annually**
1.6.1.1. Perform visual inspection and check for proper operation.
1.6.1.2. Clean and remove debris/dust per manufacturer approved method.

1.7. **Processor**

1.7.1. **Annually**
1.7.1.1. Perform visual inspection and check for proper operation.
1.7.1.2. Clean and remove debris/dust per manufacturer approved method.

2. **HARDWARE SYSTEM**

2.1. **Electric Locking Hardware**

2.1.1. **Annually**
2.1.1.1. Inspect and test for proper attachment and voltage. Make adjustments as necessary to provide proper operation.

3. **UNINTERRUPTABLE POWER SUPPLY SYSTEM**

3.1. **Battery UPS**

3.1.1. **Annually**
3.1.1.1. Perform visual inspection and check for proper operation.
3.1.1.2. Clean and remove debris/dust per manufacturer approved method.
3.1.1.3. Pull logs using manufacturer software, compile report and make unit and/or battery replacement recommendations to County Project Officer.
4. VIDEO SURVEILLANCE SYSTEM

4.1. Analog Cameras

4.1.1. Annually
4.1.1.1. Perform visual inspection and check for proper operation.
4.1.1.2. Clean and remove debris/dust per manufacturer approved method.
4.1.1.3. Adjust focus as necessary.
4.1.1.4. Check time stamp and adjust for accuracy.

4.2. DVRs

4.2.1. Annually
4.2.1.1. Perform visual inspection and check for proper operation.
4.2.1.2. Clean and remove debris/dust per manufacturer approved method.
4.2.1.3. Check for proper recording and operation.

4.3. Camera Power Supply

4.3.1. Annually
4.3.1.1. Perform visual inspection and check for proper operation.
4.3.1.2. Clean and remove debris/dust per manufacturer approved method.
4.3.1.3. Check and record input/output voltage.

4.4. Video Client Station

4.4.1. Annually
4.4.1.1. Perform visual inspection and check for proper operation.
4.4.1.2. Clean and remove debris/dust per manufacturer approved method.
4.4.1.3. Check for proper network connection.

4.5. Server/Server Base/Server Expander/Ethernet Switch

4.5.1. Annually
4.5.1.1. Perform visual inspection and check for proper operation.
4.5.1.2. Clean and remove debris/dust per manufacturer approved method.
4.5.1.3. Check for proper recording and operation.

4.6. IP Cameras

4.6.1. Annually
4.6.1.1. Perform visual inspection and check for proper operation.
4.6.1.2. Clean and remove debris/dust per manufacturer approved method.
4.6.1.3. Check time stamp and adjust for accuracy.
5. SOFTWARE AND Firmware LISTED IN SCHEDULE B

5.1. Annually
5.1.1. Check for software and firmware updates. Submit a report to the County Project Officer or designee indicating whether there are any software and firmware updates available that would enhance the systems within fifteen (15) calendar days.
5.1.2. The report shall include all equipment listed in Schedule B, current software/firmware version, a cost for the updates and the Contractor’s recommendation on whether the updates are necessary.

6. SAFE HAVENS

6.1. Monthly
6.1.1. Test all equipment for proper operation/securing of site on activation.
6.1.2. Confirm signal transmission and verify data with Arlington County Emergency Communications Center.
6.1.3. Document results/recommendations and send to project officer within 72 hours.

6.1. Quarterly
6.1.1. Perform items listed as in section 1.2 for IOU units.
6.1.2. Perform items listed as in section 1.4 for door power supply.
6.1.3. Perform items listed as in section 1.6 for intercom.
6.1.4. Perform items listed as in section 2 for electric locking hardware.
6.1.5. Perform items listed as in section 3 for UPS.
6.1.6. Perform items listed as in section 4 for CCTV.

7. PERIMETER GATES

7.1. Monthly
7.1.1. Check the entrance gates and accessories (all) are in good working order.
7.1.2. Perform general visual inspection.
7.1.3. Confirm proper operation of electronic access control system.
7.1.4. Perform general visual inspection of hydraulic/chain drive operators on vehicular gates and pneumatic operators on pedestrian gates. Adjust as necessary and lubricate with a silicone-based lubricant.
7.1.5. Provide deficiency report within 72 hours to project officer, to include photos.

7.1. Quarterly
7.1.1. Check the entrance gates and accessories (all) are in good working order.
7.1.2. Perform general visual inspection.
7.1.3. Confirm proper operation of electronic access control system.
7.1.4. Clean the gate and its accessories.
7.1.2.5. Lubricate all revolving parts and chains (chain drive operators), check hydraulic pressure (hydraulic operators) and pneumatic operators on pedestrian gates. Adjust as necessary and lubricate with a silicone-based lubricant.

7.1.2.6. Inspect all bolts and nuts fasteners, specifically those of revolving elements.

7.1.2.7. Inspect and ensure proper operation of all safety features.