



## CITY COUNCIL STAFF REPORT

DATE: December 16, 2009

CONSENT AGENDA

SUBJECT: Automated Vehicle Identification System Replacement

FROM: David H. Ready, City Manager

BY: AIRPORT DEPARTMENT

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### SUMMARY

This action would approve installation of a new Automated Vehicle Identification System (AVI System) that monitors, controls and provides the automated billing of all ground transportation authorized to operate at Palm Springs International Airport.

### RECOMMENDATION:

1. Approve contract with Systems Integration Corporation in the amount of \$198,108.68. Year 1 cost of \$144,408.68, which meets the FY09/10 budget of \$150,000 for this AVI System installation. The balance of this contract is dedicated to annual maintenance/warranty cost for years 2 through 5 (2011 – 2014) of \$11,850, \$12,700, \$13,900 and \$15,250 respectively. This contract to be in a form acceptable to the City Attorney.
2. Authorize City Manger to execute all necessary documents.

### STAFF ANALYSIS

There are over 50,000 commercial transportation vehicles that serve the Palm Springs International Airport each year and ground transportation is an important component of the airport traveler's experience. In order to provide a continuous orderly interface between vehicles and passengers the Airport utilizes an Automated Vehicle Identification System (AVI), a common tool used by airports throughout the industry. Besides the providing an accurate monthly accounting and billing to the various ground transportation providers, the primary function of the system is ensure the orderly dispatching of Cabs from the Airport's Ground Transportation Center to the front of the terminal. The Airport's current AVI system has reached the end of its useful life and the original manufacturer is out of business so there is no technical support for the ailing system.

ITEM NO. 2.4

The Airport Commission has recommended the replacement of the system in this year's capital budget for \$150,000.

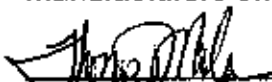
The Procurement and Contracting Division worked closely with the Aviation Department to develop the specifications to conduct a formal Request for Proposals (RFP 05-10) process that was publicly advertised twice in the local newspaper, posted to the City's website and industry website (AAAE), and notices mailed to seven vendors. Three vendors responded to the request for proposal. The results of the three proposals received are tabulated below:


VENDOR	TOTAL
<i>Systems Integration</i>	<b>\$198,108.68</b>
IBI Group	\$465,297.91
Transcore	\$633,098.00

The evaluation committee comprised of two Aviation staff members and the Information Technology Manager carefully reviewed all of the proposals on a variety of criteria. Based on the firm that most closely met the criteria outlined in the Request for Proposals, the evaluation committee ranked Systems Integration Corp of Boulder, Colorado in first place. Staff is recommending that the City Council award the bid for the Automated Vehicle Identification System at the Palm Springs International Airport to Systems Integration.

FISCAL IMPACT:

The cost of the 2010 AVI System installation will be \$144,408.68, slightly under this year's budget estimate of \$150,000 and will be paid out of account 416-6501-56105. The balance of the bid is for an extended four-year warranty on the system at a cost of \$53,700 but this amount will not be paid out until beginning next fiscal year after the manufacturers one year warranty expires.

  
Thomas Nolan,  
Executive Director, Airport

  
David H. Ready, City Manager

Attachment: One copy of Contract Services Agreement

## CONTRACT SERVICES AGREEMENT

THIS AGREEMENT FOR CONSULTING SERVICES (the "Agreement") is made and entered into this \_\_\_ day of \_\_\_\_\_, 200\_\_\_, by and between the City of Palm Springs, a California charter city and municipal corporation ("City"), and Systems Integration Corp. ("Contractor").

### RECITALS

A. City requires the services of a contractor to furnish, install, test and maintain the equipment (and all software associated with a fully functional turn-key automated vehicle identification system (AVI System) at the Palm Springs International Airport.

B. Contractor has submitted to City a proposal to provide a fully functional turn-key automated vehicle identification system (AVI System) to City pursuant to the terms of this Agreement.

C. Based on its experience, education, training, and reputation, Contractor is qualified to provide the necessary services to City for the Project and desires to provide such services.

D. City desires to retain the services of Contractor for the Project.

NOW, THEREFORE, in consideration of the promises and mutual agreements contained herein, City agrees to retain and does hereby retain Contractor and Contractor agrees to provide services to the City as follows:

### 1. CONTRACTOR SERVICES

1.1 Scope of Services. In compliance with all terms and conditions of this Agreement, Contractor shall furnish, install, test and maintain the equipment (and all software associated with a fully functional turn-key automated vehicle identification system (AVI System) at the Palm Springs International Airport as described in the Scope of Services/Work attached to this Agreement as Exhibit "A" and incorporated herein by reference (the "services" or "work"), which includes the agreed upon schedule of performance and the schedule of fees. Contractor warrants that all services and work shall be performed in a competent, professional, and satisfactory manner in accordance with all standards prevalent in the industry. In the event of any inconsistency between the terms contained in the Scope of Services/Work and the terms set forth in the main body of this Agreement, the terms set forth in the main body of this Agreement shall govern.

1.2 Compliance with Law. All services rendered under this Agreement shall be provided by Contractor in accordance with all applicable federal, state, and local laws, statutes and ordinances and all lawful orders, rules, and regulations promulgated thereunder.

1.3 Licenses and Permits. Contractor shall obtain at its sole cost and expense such licenses, permits, and approvals as may be required by law for the performance of the services required by this Agreement.

1.4 Familiarity with Work. By executing this Agreement, Contractor warrants that it has carefully considered how the work should be performed and fully understands the facilities, difficulties, and restrictions attending performance of the work under this Agreement.

## 2. TIME FOR COMPLETION.

The time for completion of the services to be performed by Contractor is an essential condition of this Agreement. Contractor shall prosecute regularly and diligently the work of this Agreement according to the agreed upon schedule of performance set forth in Exhibit "A." Contractor shall not be accountable for delays in the progress of its work caused by any condition beyond its control and without the fault or negligence of Contractor. Delays shall not entitle Contractor to any additional compensation regardless of the party responsible for the delay.

## 3. COMPENSATION OF CONTRACTOR

3.1 Compensation of Contractor. For the services rendered pursuant to this Agreement, Contractor shall be compensated and reimbursed, in accordance with the schedule of fees set forth in Exhibit "A," which total amount shall not exceed \$198,108.68.

3.2 Method of Payment. In any month in which Contractor wishes to receive payment, Contractor shall no later than the first working day of such month, submit to City in the form approved by City's finance director, an invoice for services rendered prior to the date of the invoice. Payments shall be based on the hourly rates as set forth in Exhibit "A" for authorized services performed. City shall pay Contractor for all expenses stated thereon, which are approved by City consistent with this Agreement, within thirty (30) days of receipt of Contractor's invoice.

3.3 Changes. In the event any change or changes in the Scope of Services/Work is requested by City, the parties hereto shall execute a written amendment to this Agreement, setting forth with particularity all terms of such amendment, including, but not limited to, any additional fees. An amendment may be entered into:

A. To provide for revisions or modifications to documents or other work product or work when documents or other work product or work is required by the enactment or revision of law subsequent to the preparation of any documents, other work product, or work;

B. To provide for additional services not included in this Agreement or not customarily furnished in accordance with generally accepted practice in Contractor's profession.

3.4 Appropriations. This Agreement is subject to and contingent upon funds being appropriated therefore by the City Council of City for each fiscal year covered by the Agreement. If such appropriations are not made, this Agreement shall automatically terminate without penalty to City.

#### 4. PERFORMANCE SCHEDULE

4.1 Time of Essence. Time is of the essence in the performance of this Agreement.

4.2 Schedule of Performance. All services rendered pursuant to this Agreement shall be performed pursuant to the agreed upon schedule of performance set forth in Exhibit "A." The extension of any time period must be approved in writing by the Contract Officer.

4.3 Force Majeure. The time for performance of services to be rendered pursuant to this Agreement may be extended because of any delays due to unforeseeable causes beyond the control and without the fault or negligence of Contractor, including, but not limited to, acts of God or of a public enemy, acts of the government, fires, earthquakes, floods, epidemic, quarantine restrictions, riots, strikes, freight embargoes, and unusually severe weather if Contractor shall within ten (10) days of the commencement of such condition notify the Contract Officer who shall thereupon ascertain the facts and the extent of any necessary delay, and extend the time for performing the services for the period of the enforced delay when and if in the Contract Officer's judgment such delay is justified, and the Contract Officer's determination shall be final and conclusive upon the parties to this Agreement.

4.4 Term. Unless earlier terminated in accordance with Section 9.5 of this Agreement, this Agreement shall continue in full force and effect for a period of five years commencing upon execution of this contract and will end five years after execution of this agreement, unless extended by mutual written agreement of the parties.

#### 5. COORDINATION OF WORK

5.1 Representative of Contractor. The following principal of Contractor is hereby designated as being the principal and representative of Contractor authorized to act in its behalf with respect to the services and work specified herein and make all decisions in connection therewith: Rob Howard, General Manager. It is expressly understood that the experience, knowledge, education, capability, and reputation of the foregoing principal is a substantial inducement for City to enter into this Agreement. Therefore, the foregoing principal shall be responsible during the term of this Agreement for directing all activities of Contractor and devoting sufficient time to personally supervise the services hereunder. The foregoing principal may not be changed by Contractor without prior written approval of the Contract Officer.

5.2 Contract Officer. The Contract Officer shall be the City Manager, or his/her designee. It shall be the Contractor's responsibility to keep the Contract Officer, or his/her designee, fully informed of the progress of the performance of the services and Contractor shall refer any decisions that must be made by City to the Contract Officer. Unless otherwise specified herein, any approval of City required hereunder shall mean the approval of the Contract Officer.

5.3 Prohibition Against Subcontracting or Assignment. The experience, knowledge, education, capability, and reputation of Contractor, its principals and employees, were a substantial inducement for City to enter into this Agreement. Therefore, Contractor shall not contract with any other individual or entity to perform in whole or in part the services required hereunder without the express written approval of City. In addition, neither this Agreement nor any interest herein may be assigned or transferred, voluntarily or by operation of law, without the prior written approval of City.

5.4 Independent Contractor. Neither City nor any of its employees shall have any control over the manner, mode, or means by which Contractor, its agents or employees, perform the services required herein, except as otherwise set forth herein. Contractor shall perform all services required herein as an independent contractor of City and shall not be an employee of City and shall remain at all times as to City a wholly independent contractor with only such obligations as are consistent with that role; however, City shall have the right to review Contractor's work product, result, and advice. Contractor shall not at any time or in any manner represent that it or any of its agents or employees are agents or employees of City.

5.5 Personnel. Contractor agrees to assign the following individuals to perform the services set forth herein. Contractor shall not alter the assignment of the following personnel without the prior written approval of the Contract Officer. Acting through the City Manager, the City shall have the unrestricted right to order the removal of any personnel assigned by Contractor by providing written notice to Contractor.

Name:

Title:

Rob Howard

General Manager

## 6. INSURANCE

Contractor shall procure and maintain, at its sole cost and expense, policies of insurance as set forth in Exhibit "B," which is attached hereto and is incorporated herein by reference.

## 7. INDEMNIFICATION.

To the fullest extent permitted by law, Contractor shall defend (at Contractor's sole cost and expense), indemnify, protect, and hold harmless City, its elected officials, officers, employees, agents, and volunteers (collectively the "Indemnified Parties"), from and against any and all liabilities, actions, suits, claims, demands, losses, costs, judgments, arbitration awards, settlements, damages, demands, orders, penalties, and expenses including legal costs and attorney fees (collectively "Claims"), including but not limited to Claims arising from injuries to or death of persons (Contractor's employees included), for damage to property, including property owned by City, from any violation of

any federal, state, or local law or ordinance, and from errors and omissions committed by Contractor, its officers, employees, representatives, and agents, which Claims arise out of or are related to Contractor's performance under this Agreement, but excluding such Claims arising from the negligence or willful misconduct of the City, its elected officials, officers, employees, agents, and volunteers. Under no circumstances shall the insurance requirements and limits set forth in this Agreement be construed to limit Contractor's indemnification obligation or other liability hereunder.

## 8. RECORDS AND REPORTS

8.1 Reports. Contractor shall periodically prepare and submit to the Contract Officer such reports concerning the performance of the services required by this Agreement as the Contract Officer shall require.

8.2 Records. Contractor shall keep such books and records as shall be necessary to properly perform the services required by this Agreement and enable the Contract Officer to evaluate the performance of such services. The Contract Officer shall have full and free access to such books and records at all reasonable times, including the right to inspect, copy, audit, and make records and transcripts from such records.

8.3 Ownership of Documents. All drawings, specifications, reports, records, documents, and other materials prepared by Contractor in the performance of this Agreement shall be the property of City and shall be delivered to City upon request of the Contract Officer or upon the termination of this Agreement, and Contractor shall have no claim for further employment or additional compensation as a result of the exercise by City of its full rights or ownership of the documents and materials hereunder. Contractor may retain copies of such documents for its own use. Contractor shall have an unrestricted right to use the concepts embodied therein.

8.4 Release of Documents. All drawings, specifications, reports, records, documents, and other materials prepared by Contractor in the performance of services under this Agreement shall not be released publicly without the prior written approval of the Contract Officer.

8.5 Cost Records. Contractor shall maintain all books, documents, papers, employee time sheets, accounting records, and other evidence pertaining to costs incurred while performing under this Agreement and shall make such materials available at its offices at all reasonable times during the term of this Agreement and for three (3) years from the date of final payment for inspection by City and copies thereof shall be promptly furnished to City upon request.

## 9. ENFORCEMENT OF AGREEMENT

9.1 California Law. This Agreement shall be construed and interpreted both as to validity and to performance of the parties in accordance with the laws of the State of California. Legal actions concerning any dispute, claim, or matter arising out of or in relation to this Agreement shall be instituted in the Superior Court of the County of Riverside, State of California, or any other appropriate court in such county, and Contractor covenants and agrees to submit to the personal jurisdiction of such court in the event of such action.

9.2 Waiver. No delay or omission in the exercise of any right or remedy of a non-defaulting party on any default shall impair such right or remedy or be construed as a waiver. No consent or approval of City shall be deemed to waive or render unnecessary City's consent to or approval of any subsequent act of Contractor. Any waiver by either party of any default must be in writing and shall not be a waiver of any other default concerning the same or any other provision of this Agreement.

9.3 Rights and Remedies are Cumulative. Except with respect to rights and remedies expressly declared to be exclusive in this Agreement, the rights and remedies of the parties are cumulative and the exercise by either party of one or more of such rights or remedies shall not preclude the exercise by it, at the same or different times, of any other rights or remedies for the same default or any other default by the other party.

9.4 Legal Action. In addition to any other rights or remedies, either party may take legal action, in law or in equity, to cure, correct, or remedy any default, to recover damages for any default, to compel specific performance of this Agreement, to obtain injunctive relief, a declaratory judgment, or any other remedy consistent with the purposes of this Agreement.

9.5 Termination Prior to Expiration of Term. City reserves the right to terminate this Agreement at any time, with or without cause, upon thirty (30) days written notice to Contractor, except that where termination is due to the fault of Contractor and constitutes an immediate danger to health, safety, and general welfare, the period of notice shall be such shorter time as may be determined by the City. Upon receipt of the notice of termination, Contractor shall immediately cease all services hereunder except such as may be specifically approved by the Contract Officer. Contractor shall be entitled to compensation for all services rendered prior to receipt of the notice of termination and for any services authorized by the Contract Officer thereafter. Contractor may terminate this Agreement, with or without cause, upon thirty (30) days written notice to City.

## 10. CITY OFFICERS AND EMPLOYEES; NON-DISCRIMINATION

10.1 Non-Liability of City Officers and Employees. No officer or employee of City shall be personally liable to the Contractor, or any successor-in-interest, in the event of any default or breach by City or for any amount which may become due to the Contractor or its successor, or for breach of any obligation of the terms of this Agreement.

10.2 Covenant Against Discrimination. Contractor covenants that, by and for itself, its heirs, executors, assigns, and all persons claiming under or through them, that there shall be no discrimination or segregation in the performance of or in connection with this Agreement regarding any person or group of persons on account of race, color, creed, religion, sex, marital status, disability, sexual orientation, national origin, or ancestry.



11. MISCELLANEOUS PROVISIONS

11.1 Notice. Any notice, demand, request, consent, approval, or communication either party desires or is required to give to the other party or any other person shall be in writing and either served personally or sent by pre-paid, first-class mail to the address set forth below. Either party may change its address by notifying the other party of the change of address in writing. Notice shall be deemed communicated seventy-two (72) hours from the time of mailing if mailed as provided in this Section.

To City: City of Palm Springs  
Attention: City Manager/ City Clerk  
3200 E. Tahquitz Canyon Way  
Palm Springs, California 92262

To Contractor: Systems Integration Corp  
4699 Nautilus Court S  
Suite 205  
Boulder, CO 80301

11.2 Integrated Agreement. This Agreement contains all of the agreements of the parties and cannot be amended or modified except by written agreement.

11.3 Amendment. This Agreement may be amended at any time by the mutual consent of the parties by an instrument in writing.

11.4 Severability. In the event that any one or more of the phrases, sentences, clauses, paragraphs, or sections contained in this Agreement shall be declared invalid or unenforceable by valid judgment or decree of a court of competent jurisdiction, such invalidity or unenforceability shall not affect any of the remaining phrases, sentences, clauses, paragraphs, or sections of this Agreement, which shall be interpreted to carry out the intent of the parties hereunder.

11.5 Authority. The persons executing this Agreement on behalf of the parties hereto warrant that they are duly authorized to execute this Agreement on behalf of said parties and that by so executing this Agreement the parties hereto are formally bound to the provisions of this Agreement.

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[SIGNATURE PAGE SEPARATELY ATTACHED]

IN WITNESS WHEREOF, the parties have executed this Agreement as of the dates stated below.

"CITY"  
City of Palm Springs

Date: \_\_\_\_\_

By: \_\_\_\_\_  
David H. Ready  
City Manager

APPROVED AS TO FORM:

ATTEST

By: \_\_\_\_\_  
Douglas C. Holland,  
City Attorney

By: \_\_\_\_\_  
James Thompson,  
City Clerk

"CONTRACTOR"  
Systems Integration

Date: \_\_\_\_\_

By: \_\_\_\_\_  
Name

\_\_\_\_\_  
Title

Date: \_\_\_\_\_

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

**EXHIBIT "A"**

**CONTRACTOR'S  
SCOPE OF SERVICES/WORK**

**Including Scope of Work, Schedule of Performance and Compensation**



**Describe how the proposed AVI System works and how it reports to the monitoring computer.**

The AVI system is designed as a peer to peer network system with each component connected to the network and independently communicating to the system database. Each workstation connects to the database using the network and Microsoft's peer communications protocol.

Field devices are located at the edge of the network and are distributed intelligence to allow for network issues, timeouts etc. which can effect a system that is not distributed. Each eRIM has a copy of the database on it and if off line from the database for any reason the eRIM will time stamp and store the transactions and upload them to the database as soon as the unit is on-line.

Reporting to the monitoring computer is accomplished by a constant connection by each monitoring computer to the database, which is updated by the real time transactions in the field. The monitoring computer updates the screen on any change in the database as well as periodically within 1-2 seconds.

**Provide your proposed drawing development and schedule and describe all tasks to be implemented for the installation of the AVI System once awarded.**

The development and implementation schedule would be as follows:

1. **Pre-submittal meeting with Airport representatives (at Notice to proceed or before):**  
This meeting is designed to understand the expectations of the Airport with regard to activities to be accomplished, requirements for site access, and detailed specification development so that the Airports expectations are met in the final implementation.
2. **Submittals (14 Days):** Complete material and software submittals as well as detailed schedule of implementation including wire runs and time required for each task. AutoCAD drawings showing the location of equipment to be installed as well as the routing of any cabling or fiber optics to be installed.
3. **Submittal review and approval (7 days):** This process may be completed by having a second meeting to review the submittals with the airport personnel involved.
4. **Software development (6 weeks):** This process will occur simultaneous with on site activities and will have multiple sessions with the airport personnel to assure expectations are met.
5. **Cable route determination and preparation (1 week):** This involves the determination of each cable path and the appropriate type of cable to be used. In some cases it will be possible to pull new cables in with existing cables to allow the cables to be pre-pulled. In some cases the existing cables will need to be removed to allow for the new cables.
6. **Network prep and cabling (1 week):** New cabling for computers in the control center and server room will be added to prepare for the new network connections. Integration into the control center console will be developed with the airport personnel.



7. eRIM and reader electronics installation (1 week): Install weatherproof enclosures at reader locations 1-4, and verify power etc requirements. If cabling exists connect and test connectivity back to network.
8. Server Installation (2 days): Install server(s) into existing racks within the server room in operations.
9. Software Installation (1 week): Install software and test with customers on readers installed prior to switch over.
10. Cutover readers to new devices (1 week): This task time frame is dependent upon the ability to pull wires into existing paths with existing cables. If it is not possible to pre-wire the locations, it will require some outage for that location while transferring to the new system.

**Provide a detailed scope of work for the Palm Springs International Airport location.**

**These descriptions are to include, but not limited to, the following:**

1. **A description of the operation of the equipment including an operating sequence for queuing, staging and dispatching taxi cabs.**

The readers will be the data entry points for the system. The data collection will be from transponders located in the cabs/vehicles. There will be two types of tags used; permanent and temporary. The distinction of tags will be for the zone 5 use of temporary or low cost tags. These low cost tags will not be readable by readers 1, 2 and 4 due to the read range of the tags. At reader location 3, a second reader will be added to read the temporary tags.

**For additional information on queuing, please refer to section 2.2.1 and 2.2.3 of the SIC specifications Attached as Exhibit A.**



The best plan for turnkey transition is to first see what data is available from the existing system prior to generating the database. Secondly, once the new database is online at the site the transponders need to be distributed and logged to the users prior to any turnover of systems. It is desired to be able to simultaneously run both systems in parallel if at all possible, at least at some of the reader locations to get the on-site staff accustomed to the system.

The training will occur at the time the software is installed on site. During the installation it is recommended that any airport personnel that would maintain the systems components perform some amount of over the shoulder training while the system is installed.

**Submit Proposer's proposed business plan and complete timeline that includes a strategy for implementation of an AVI System at the Airport and training. Time is of the essence from date of Council award.**

Please see the attached Microsoft project schedule Exhibit B for your review. A detailed schedule will be developed in conjunction with the airport personnel.

## Automatic Vehicle Identification and Management System (AVI)

### 1 Hardware:

#### 1.1 Server:

- 1.1.1 Operating System Software to be Microsoft Server 2003 or Windows 7
- 1.1.2 Database Engine to be Microsoft SQL Server 2005 or express.
- 1.1.3 Backup Software to be installed shall be VERITAS Backup-exec. To match existing software used at the

#### 1.2 Network:

- 1.2.1 Server located Network switch shall be 100/1000 24 port Dell switch
- 1.2.2 Field Switches shall be as required at each location (existing in some locations)

#### 1.3 RF Readers

##### 1.3.1 Vehicle Tag

Antenna shall be capable of reading vehicle tags at a distance of 20 feet while the vehicle passes under the antenna.

Antenna/Reader shall be a complete unit including reader electronics and antenna for reading, communicating to head end system. Controller shall have serial communications output to head end controller via RS232, RS485, Ethernet (IP), or wiegand.

##### 1.3.2 Hang Tag Reader

Antenna shall be capable of reading tags hung from the mirror of vehicles or presented via driver's window at a distance of 6 feet.

Antenna/Reader shall be a complete unit including reader electronics and antenna for reading, communicating to head end system. Controller shall have serial communications output to head end controller via RS232, RS485, Ethernet (IP), or wiegand.

##### 1.3.3 AVI Controller

The AVI Controller shall receive communications from the readers identified above and communicate to the head end software.

Communications to the head end server and software shall be via (IP) Internet protocol over Fiber optic or Category 6 cable.

Controller shall be capable of connecting to both hang tag and vehicle tag readers simultaneously.

Controller shall have local output relays to control optional vehicle gates and red/green lights for indication of valid or invalid tags.

#### 1.4 Automatic Vehicle Display

A visual display shall be located at the Tax Holding facility to alert the taxi cabs to be dispatched to the taxi stand. The cabs shall be called up by tag # showing only the tags for the cabs to be sent at the present time. Upon the cab leaving the taxi cab holding facility (Passing reader 2), the cabs tag will be removed from the display.

The present display is four lines of 80 characters and has a serial interface to it for messages. This unit will be re-used.

#### 1.5 Taxi Stand Operator interface.

The means should be included to have a workstation at the taxi cab stand to monitor the vehicle management systems graphic display. Network connectivity will be installed for the devices and the addition of a workstation will be possible at the airports option.

As an optional operator interface, there will be a display that shows the current running count and an up button and a down button to manually change the static counter for the level of cabs needed.

#### 1.6 Tags

##### 1.6.1 Fixed Long Range Tags

1000 Vehicle Tags shall be provided for use with Taxi Cabs and other commercial vehicles that frequent the facility.

##### 1.6.2 Hang Tags

5,000 low cost Tags shall be provided. These tags shall be easily affixed on a hang tag or other document to be displayed on the dashboard of the vehicle.

The hang tag shall be small and have the tag number printed on the tag for entry into the software.

The tags shall be printed on one side and sticky back on the other side for attachment to the appropriate document.

#### 1.7 Tag Printer

A printer shall be supplied to support the printing of temporary tags for use in the system. This printer shall also be capable of printing English labels and graphics as necessary for the airports use.

## 2 Software

Software shall be in current programming language and shall work seamlessly with the SQL Server Database as described above. The software source code shall be provided either directly to owner



or owner's agent or in escrow with owner or owner's agent designated as a beneficiary or additional beneficiary should escrow account presently be established. Any costs for escrow account shall be the responsibility of the contractor or software vendor.

## 2.1 Management Screens

The following screens at a minimum shall be provided for the management of the system:

Contractor shall provide cost if any for changes to screens for customer development in the future.

### 2.1.1 Login/user maintenance

The software shall be Active Directory compliant. Each AVIDS user shall be defined in active directory and enrolled into an AVIDS user group within active directory.

In addition to active directory, the AVIDS system shall have user groups or levels such that each screen, or function can be given to or removed from the control of each user. The functions and break out for the groups shall be determined prior to implementation. At a minimum, the system shall be able to assign each user or user group the functions as described under each subcategory as defined below. As an example, a user or group could be assigned the function described in 2.1.2.1 Add New Company, but not differentiating between the subcategories of 2.1.2.1 through

### 2.1.2 Administration

#### 2.1.2.1 Company/Group

When selected give screen of existing companies/groups with buttons for

Add: new company blank form with the following fields:

Company Name,

Address,

Billing address,

Contact Info, phone # cell Phone #, emergency contact name and phone #

Notes

Edit: highlighted only if a company in the data box is selected allows the editing of the

Company/Group information and

Disable: highlighted only if a company in the data box is selected allows the disabling of the

Company/Group and all its tags will be disabled immediately.

Delete: highlighted only if a company in the data box is selected allows the Deletion of the

Company/Group information. This function will require a dialog box "are you sure you want to

delete the company XXXXX and all its vehicles", to insure the function before activating. This function should be able to be turned on/off in an overall system options variable.

#### 2.1.2.1.1 Insurance Certificate

Provide the following user entry fields:

**Certificate received;**

**Certificate Expires on MM/DD/YYYY - Date field for the certificates expiration.**

#### 2.1.2.1.2 Vehicles

The vehicles will be associated with the tags to be read by the system. There should be no limit to the number of vehicles that can be in the system head end, or under each company/Group. The following information should be input for each vehicle under the company they are associated with.

**License Plate #, Make, Model and Color of vehicle.**

**RF Tag#, Exp date, Category (A-Z)**

**Billing rates per level (15 levels). This can be a drop down selection for each level 1-15.**

### 2.2 Graphic Map

#### 2.2.1 Tracking and Queuing:

The tracking function shall be via the use of graphic presentation of the facility using a map of the facility and pools at each major location where vehicles would be regularly waiting.

Each zone shall consist of a location where the vehicles are tracked in and out. These zones shall show each car that is waiting in the zone by tag# and license plate # (this can be in a tabular format). Each tag shall be shown on the graphic with a corresponding color for the type of visit. For example rate A=Green, Rate B=Yellow. The type of visit is determined by the following logic:

If the vehicle goes through the taxi holding area first then it is a rate A visit. For example: the tag enters the taxi cab holding facility via reader 1 and leaves the Holding area via reader 2; then enters the taxi cab stand area via reader 3. This would be a standard visit, or an A level visit.

If the vehicle goes directly to the taxi stand location because a customer called directly to the cab company for a ride it is a rate B visit. In this visit the tag would be read at reader 3 and not at readers 1&2 prior to 3.

2.2.2) Visual Message board at Taxi-Cab holding facility shall be duplicated on the graphic screen.

### 2.2.3 Manual Change Buttons

#### 2.2.3.1 Queue modification

Buttons shall be located at each queuing location so that the operators can change the status of each queue (Holding and Stand). The following buttons should be included:

Add shall be used to add a vehicle by tag# or License plate # into a queue.

Delete shall be used after selecting a tag/license # in the queue for removing it from the queue. ("Are you sure" verification should be included for deletion from the queue)

#### 2.2.3.2 Change running stand count "UP+" or "DOWN-"

Buttons shall be included at the graphic location for the taxi stand so that an operator can change the running count required at the taxi stand up, adding one to the count and down, decreasing the count by one. The graphic should always show the cabs required counter on the screen adjacent to the taxi stand.

#### 2.2.3.3 Send additional cabs

The send additional cabs Button shall send additional cabs for a temporary effect on the taxi stand queue. By selecting the button an additional cab is sent for each button select. This is if extra cabs are needed but just for a temporary need.

### 2.3 Reports:

There shall be a capability for standard and custom reports from within the system. Custom reports may be enabled by the use of a SQL reporting program. All reports must printable as a PDF and email capable through Microsoft Outlook.

The following reports as a minimum must be included with the system:

#### 2.3.1 Billing Reports:

Billing reports shall be designed to be run over a period of time or automatically for a monthly period. Each report should include the following reports as standard:

Company Billing Report: This report shall be assembled for each company and should show in table format the company name and contact information as well as each tag, each rate for the tag, the number of visits over the period and total for each cab. There should be a total or recap for the company to include number of visits at each rate and totals for bill generation.

As an option there needs to be a report for each individual tag that prints a historical record of each visit for the tag showing the in/out time for each read as well as the rate applied for each visit.



**D. Implementation Work Plan and Time-line.**

**Describe the number of personnel required to maintain the proposed AVI System.**

It is our expectations that the Airport will realize a significant reduction in the required manpower required to maintain the system from its prospective. From our prospective the maintenance would be performed by two employees to cover both the Software and Hardware.

**Describe when and how many operating manuals will be provided to the Airport Personnel.**

Operating manuals will be provided at the time of software installation and will be provided in the quantity requested by the airport. In addition the manuals are turned over in Word and pdf format for the purposes of customization by the airport for their specific needs.

**Describe the standard operating procedures (SOPS) the Proposer intends to implement to ensure the ongoing security, integrity, availability, recoverability, and performance of the proposed AVI System. Be sure to include, at minimum, the Proposer's approach to security administration, change control, data backups and recovery, backup media storage, monitoring reporting of operations event logs, and AVI System resource administration.**

Systems Integration and Cyber Country Systems are both experienced in both the physical security requirements for the data and systems involved and all personnel to be used on this project have met the stringent security requirements of several international airports including Palm Springs Airport.

The backup media storage and recovery steps must be worked out with each customer for their specific needs.

Software change control includes the upgrade of existing customers to the newest software version regardless of version basis. The customer is only responsible for any required operating systems upgrades or hardware upgrades required to install the new versions.

**Describe the percent of time Proposer's proposed staff will spend on the proposed AVI System.**

The proposed staff will spend the necessary time required by site conditions and the everyday issues involved in implementing the system. It is our estimate that there will be two full time employees on site up to 50% of their time during the installation and only about 10% of their time after acceptance.

**Describe in detail the turnkey operation transition and training plan for the proposed AVI System.**

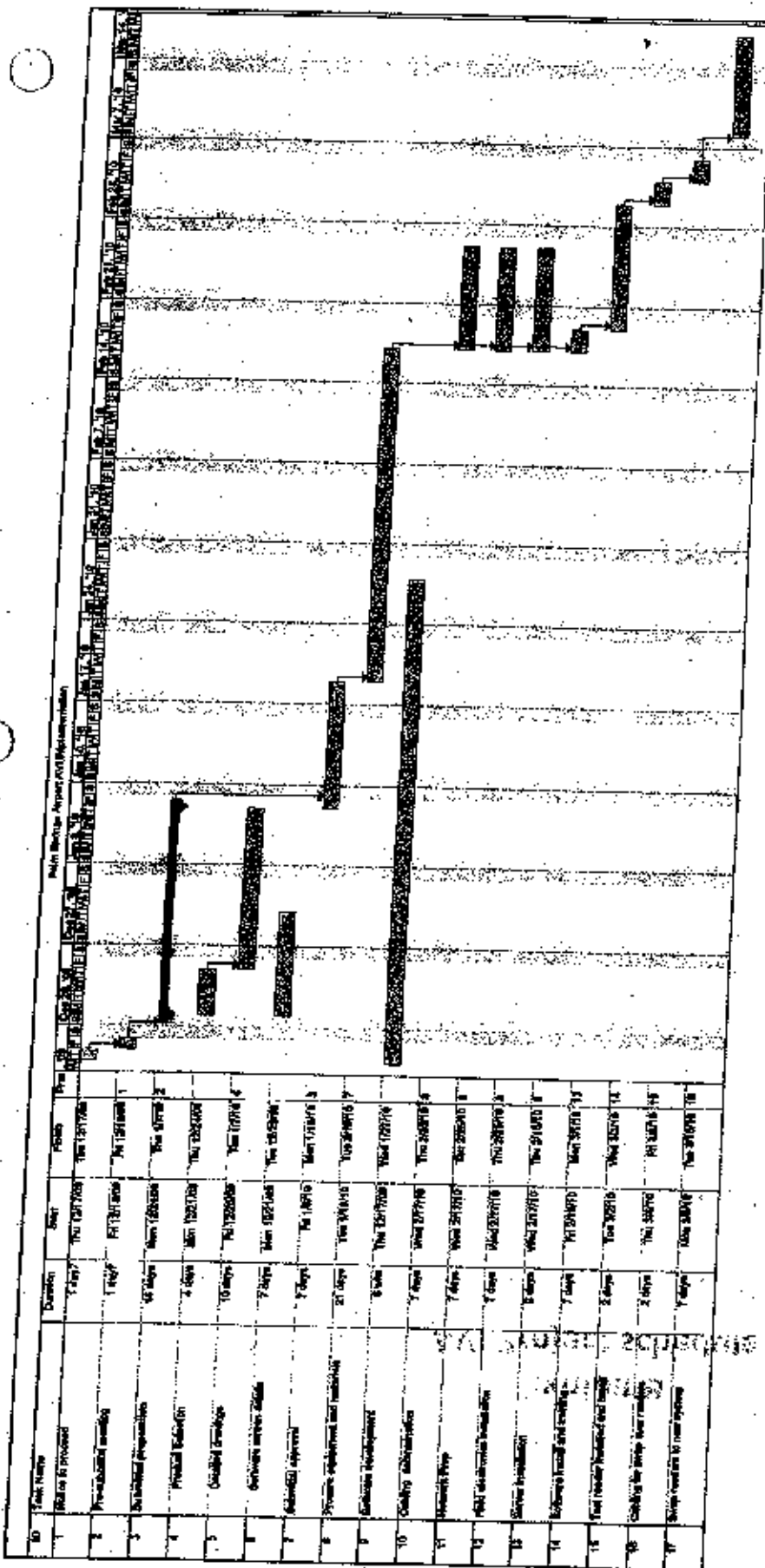
## SCHEDULE OF PAYMENT

- Upon Installation of equipment - payment of equipment upon confirmation of installation, (limited to the retention clause below).
- Upon two (2) weeks successful test and use of entire system (PSP determine) - payment of software portion of contract (limited to the retention clause below).
- It is understood that a retention of 20% of contract (non-warranty/maintenance portion of proposal or approximately 20% or \$30,000) will be retained until critical Airport cycles have proven successful to account for the systems ability to perform during:
  - Systems ability to reach PSP peak season volume (March-April)
  - Systems ability to successfully address climate issue and function within extreme heat of summer.

The date of the above performance consideration will be 7/31/10 (or sooner if determined by PSP to have successfully addressed performance concerns) where retention funds will be released upon system successfully completing performance concerns. PSP will have sole determination as it relates to the AVI Systems success regarding these conditions.

- Clarification - Years 2-5 yr warranty, as proposed in bid, is an extension of complete warranty on materials and labor for all equipment and software.
- The implementation timeline as proposed will be the expectation of start from the NTP+ 90 days to complete.

*To Be MODIFIED*  
*50% AT INSTALLATION*  
*50% AT FINAL ACCEPTANCE*



Project Schedule  
 Code: P1152016

Task:  Sub  Milestone

Legend:

- Summary
- Project Summary
- Resource Profile
- Deadline
- External Milestone

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b) Equipment: For all proposed equipment, list the product, model and make, quantity, unit price and extended price.

Mfg.	Mfg Part #	Product Description	Qty.	Material Unit	Material Extension
Intermec	IF4B002014	BRU, 1W, 915MHz FCC (14)	5	\$2,625.00	\$13,125.00
Intermec	321-497-101	Serial Cable, DB9M/DB9F, 6ft, RoHS	5	\$21.25	\$106.25
Intermec	851-091-001	Universal Power Supply, 5V/30W, CEC/RoHS (US and Canada only)	5	\$93.75	\$468.75
Intermec	1-974028-025	AC Power Cord, US RoHS	5	\$8.75	\$43.75
Intermec	1308-57-0087-A	IP67 rated RFID antenna, 10 dBi, RH Circular Polarized; For order quantities between 1 and 99 antennas	5	\$637.50	\$3,187.50
Intermec	236-133-001	Cable, 30 feet RP-SMA-P to RP-N-P	5	\$156.25	\$781.25
Intermec	236-137-001	Cable, 1 foot RP-SMA-P to RP-N-R	5	\$56.25	\$281.25
Intermec	ITG9152004	915 45X85 Windshield Str, In Panels	1500	\$15.00	\$22,500.00
Intermec	PM4C914300305120	Available, IPL, Ethernet, RFID 45 915MHz, None, 1548A, Paper Hanger, Self Strip + Label Taken Sensor, Real Time Clock, TT203DPI	1	\$5,413.75	\$5,413.75
Intermec	ILR00146	4x6 Printer label with RFID Insert	5	\$196.96	979.80
SIC	eRIM-12-B	eRIM Reader Interface	5	\$312.50	\$1,562.50
Lantronix	UDS-10	Display Interface	3	\$187.50	\$562.50
Dell	2950	Server - Rack Mount 180GByte RAID-5 2GByte RAM, with SQL Express installed	1	\$4,375.00	\$4,375.00
Dell	Optiplex 700	AVI Workstation - Windows 7, 160GByte HDD, 2 Gbyte RAM	3	\$1,375.00	\$4,125.00
Custom	up/dn panel	Custom up down panel for the Tax Stand que panel	2	\$625.00	\$1,250.00
AML	HP-1	Panic button for installation at the Tax Stand	2	\$187.50	\$375.00
		Miscellaneous-connectors Patch cords, LIU etc.	1	\$6,250.00	\$6,250.00
			5	Sales Tax	572.138
				Subtotal	71,108.68

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c) Implementation Services- List the type of service being provided (list additional services as needed), estimated hours, hourly rate, and the extended price. Modify existing services descriptions as needed.

B.D 12/7/09

Services Description	Quantity	Unit \$	Extended Price \$
Installation & Configuration	1	\$28,900	28,900
Testing	1	\$ 2,500	\$ 2,500
Implementation and Start-up Training	1	\$ 2,500	\$ 2,500
Subtotal:			\$33,900.00

d) Other- List any other item and the associated quantity, rate or fee for each.

Product Description	Quantity	Unit \$	Extended Price \$
Subtotal:			

2) Recurring Costs

a) Software Maintenance- List for each time period below, the annual software maintenance fees associated with software licenses proposed above. (NOTE: The first year maintenance is to be included in the initial cost.)

Product Description	Warranty Period		
	Quantity	Annual Unit \$	Extended Price \$
Year 2	1	\$4,500.00	\$4,500.00
Year 3	1	\$4,800.00	\$4,800.00
Year 4	1	\$5,200.00	\$5,200.00
Year 5	1	\$5,750.00	\$5,750.00
Subtotal, Software Maintenance, Warranty Period:			\$20,250.00



b) **Equipment Maintenance-** List for each time period below, the annual maintenance fees associated with the equipment proposed above. (NOTE: The first year maintenance is to be included in the initial cost.)

Warranty Period			
Product Description	Quantity	Annual Unit \$	Extended Price \$
Year 2	1	\$7,350.00	\$7,350.00
Year 3	1	\$7,900.00	\$7,900.00
Year 4	1	\$8,700.00	\$8,700.00
Year 5	1	\$9,500.00	\$9,500.00
Subtotal, Equipment Maintenance, Warranty Period:			\$33,450.00

**Other-** List for each time period below, the maintenance fees associated with any other proposed items not listed above. (please describe)

Warranty Period			
Product Description	Quantity	Annual Unit \$	Extended Price \$
Year 2			
Year 3			
Year 4			
Year 5			
Subtotal, Equipment Maintenance, Warranty Period:			



### COST PROPOSAL SUMMARY SHEET

#### Cost Summary

Enter the subtotals from above into the following table and provide the proposed total not-to exceed cost.

Cost must be inclusive of all applicable taxes, fees, labor and other associated costs.  
The Riverside County Sales Tax rate is 8.75%.

Category	One-Time Initial Cost \$	Annual Maintenance Cost Years 2-5	Line Total
Software	\$39,400.00	\$ 20,250.00	\$59,650.00
Equipment	21703.62	33950	109,558.62
Implementation Services	\$33,900.00		\$ 33,900.00
Other			
Column Total \$:	144403.62	53700	198108.22
		Proposed Total Not to Exceed Cost	

B.J. 12/7/09

## EXHIBIT "B"

### INSURANCE PROVISIONS

Including

Verification of Coverage,

Sufficiency of Insurers,

Errors and Omissions Coverage,

Minimum Scope of Insurance,

Deductibles and Self-Insured Retentions, and

Severability of Interests (Separation of Insureds)

#### Insurance

Contractor shall procure and maintain, at its sole cost and expense, and submit concurrently with its execution of this Agreement, in a form and content satisfactory to the City, public liability and property damage insurance against all claims for injuries against persons or damages to property resulting from Contractor's performance under this Agreement. Contractor shall also carry workers' compensation insurance in accordance with California workers' compensation laws. Such insurance shall be kept in full force and effect during the term of this Agreement, including any extension thereof, and shall not be cancelable without thirty (30) days advance written notice to City of any proposed cancellation. Certificates of insurance evidencing the foregoing and designating the City, its elected officials, officers, employees, agents, and volunteers as additional named insureds by original endorsement shall be delivered to and approved by City prior to commencement of services. The procuring of such insurance and the delivery of policies, certificates, and endorsements evidencing the same shall not be construed as a limitation of Contractor's obligation to indemnify City, its elected officials, officers, agents, employees, and volunteers.

A. Minimum Scope of Insurance. The minimum amount of insurance required hereunder shall be as follows:

1. Comprehensive general liability and personal injury with limits of at least one million dollars (\$1,000,000.00) combined single limit coverage per occurrence and two million dollars (\$2,000,000) general aggregate;
2. Automobile liability insurance with limits of at least one million dollars (\$1,000,000.00) per occurrence;
3. Professional liability (errors and omissions) insurance with limits of at least one million dollars (\$1,000,000.00) per occurrence and two million dollars (\$2,000,000) annual aggregate

4. Workers' Compensation insurance in the statutory amount as required by the State of California and Employer's Liability Insurance with limits of at least one million dollars \$1 million per occurrence. If Contractor has no employees, Contractor shall complete the City's Request for Waiver of Workers' Compensation Insurance Requirement form.

For any claims related to this Agreement, Contractor's insurance coverage shall be primary insurance as respects City and its respective elected officials, officers, employees, agents, and volunteers. Any insurance or self-insurance maintained by City and its respective elected officials, officers, employees, agents, and volunteers shall be in excess of Contractor's insurance and shall not contribute with it. For Workers' Compensation and Employer's Liability Insurance only, the insurer shall waive all rights of subrogation and contribution it may have against City, its elected officials, officers, employees, agents, and volunteers.

B. Errors and Omissions Coverage. If Contractor provides claims made professional liability insurance, Contractor shall also agree in writing either (1) to purchase tail insurance in the amount required by this Agreement to cover claims made within three years of the completion of Contractor's services under this Agreement, or (2) to maintain professional liability insurance coverage with the same carrier, or equivalent coverage with another company, in the amount required by this Agreement for at least three years after completion of Contractor's services under this Agreement. Contractor shall also be required to provide evidence to City of the purchase of the required tail insurance or continuation of the professional liability policy.

C. Sufficiency of Insurers. Insurance required herein shall be provided by authorized insurers in good standing with the State of California. Coverage shall be provided by insurers admitted in the State of California with an A.M. Best's Key Rating of B++, Class VII, or better, unless otherwise acceptable to the City.

D. Verification of Coverage. Contractor shall furnish City with both certificates of insurance and endorsements, including additional insured endorsements, effecting all of the coverages required by this Agreement. The certificates and endorsements are to be signed by a person authorized by that insurer to bind coverage on its behalf. All proof of insurance is to be received and approved by the City before work commences. City reserves the right to require Contractor's insurers to provide complete, certified copies of all required insurance policies at any time. Additional insured endorsements are not required for Errors and Omissions and Workers' Compensation policies.

Verification of insurance coverage may be provided by: (1) an approved General and/or Auto Liability Endorsement Form for the City of Palm Springs or (2) an acceptable Certificate of Liability Insurance Coverage with an approved Additional Insured Endorsement with the following endorsements stated on the certificate:

1. "The City of Palm Springs, its officials, employees, and agents are named as an additional insured..." ("as respects City of Palm Springs Contract No. \_\_\_" or "for any and all work performed with the City" may be included in this statement).

2. "This insurance is primary and non-contributory over any insurance or self-insurance the City may have..." ("as respects City of Palm Springs Contract No. \_\_\_\_" or "for any and all work performed with the City" may be included in this statement).

3. "Should any of the above described policies be canceled before the expiration date thereof, the issuing company will mail 30 days written notice to the Certificate Holder named." Language such as, "endeavor to" mail and "but failure to mail such notice shall impose no obligation or liability of any kind upon the company, its agents or representative" is not acceptable and must be crossed out.

4. Both the Workers' Compensation and Employers' Liability policies shall contain the insurer's waiver of subrogation in favor of City, its elected officials, officers, employees, agents, and volunteers.

In addition to the endorsements listed above, the City of Palm Springs shall be named the certificate holder on the policies.

All certificates of insurance and endorsements are to be received and approved by the City before work commences. All certificates of insurance must be authorized by a person with authority to bind coverage, whether that is the authorized agent/broker or insurance underwriter. Failure to obtain the required documents prior to the commencement of work shall not waive the Contractor's obligation to provide them.

E. Deductibles and Self-Insured Retentions. Any deductibles or self-insured retentions must be declared to and approved by the City prior to commencing any work or services under this Agreement. At the option of the City, either the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the City, its elected officials, officers, employees, agents, and volunteers; or, Contractor shall procure a bond guaranteeing payment of losses and related investigations, claim administration, and defense expenses. Certificates of Insurance must include evidence of the amount of any deductible or self-insured retention under the policy. Contractor guarantees payment of all deductibles and self-insured retentions.

F. Severability of Interests (Separation of Insureds). This insurance applies separately to each insured against whom claim is made or suit is brought except with respect to the limits of the insurer's liability.