

CITY OF MARTINEZ
Request for Proposal & Specifications

**TO PROVIDE DIGITAL AUTOMATED RED
LIGHT ENFORCEMENT SERVICES**

DATE DUE: June 1, 2007

D. SUBMISSION OF PROPOSALS

1. Date and Time

Proposals must be received by the City by 5:00 p.m. on. Postmarks are not acceptable.

Proposals received after the above-specified date and time will be returned to Proposer unopened.

2. Address

Proposals delivered using the U.S. Postal Service or in person shall be addressed or submitted to the following:

**City of Martinez
Attn: Commander Tom Simonetti
525 Henrietta Street
Martinez, CA 94553**

3. Identification of Proposals

Proposer shall submit **one original and 4 copies** of its proposal in a sealed package, addressed as shown above, bearing the Proposers name and address and clearly marked as follows:

"RFP: "Automated Red Light Enforcement System"

4. Acceptance of Proposals

- a. The City reserves the right to accept or reject any and all proposals, or any item or part thereof, or to waive any informalities or irregularities in proposals.
- b. The City reserves the right to withdraw this RFP at any time without prior notice and the City makes no representations that any contract will be awarded to any Proposer responding to this RFP.
- c. The City reserves the right to postpone proposal openings for its own convenience.

F. PRE-CONTRACTUAL EXPENSES

Pre-contractual expenses are defined as expenses incurred by Proposer in:

1. Preparing its proposal in response to this RFP;
2. Submitting that proposal to the City;
3. Negotiating with the City any matter related to this proposal; or
4. Any other expenses incurred by Proposer prior to date of award, if any, of the Agreement.

The City shall not, in any event, be liable for any pre-contractual expenses incurred by Proposer in the preparation of its proposal. Proposer shall not include any such expenses as part of its proposal.

PROPOSAL CONTENT

A. *PROPOSAL FORMAT AND CONTENT*

1. Presentation

Proposals shall be typed, double-spaced and submitted on 8 1/2" x 11" size paper, using a single method of fastening. Offers should be typed, and not include any unnecessarily elaborate or promotional material. Lengthy narrative is discouraged and presentations should be brief and concise. Proposals should not exceed fifty (50) pages in length, excluding any appendices, as to minimize Staff's time.

2. Letter of Transmittal

The Letter of Transmittal shall be addressed to and must, at a minimum, contain the following:

- Identification of Proposer, including name, address and telephone number.
- Acknowledgment of receipt of all RFP addenda, if any.
- Name, title, address and telephone number of contact person during period of proposal evaluation.
- A statement to the effect that the proposal shall remain valid for a period of not less than 120 days from the date of submittal.

- Signature of a person authorized to bind Proposer to the terms of the proposal.

OVERVIEW

The City of Martinez is requesting proposals for automated digital Red Light Enforcement Services (“Program”) to improve traffic safety by increasing compliance with traffic regulations. Only proposals from qualified firms with demonstrated experience, as defined in the vendor Statement of Qualification and Experience of this document will be considered for this project.

The Program proposed program must be in strict compliance with the California Vehicle Code and all applicable state and local statutes.

The City desires a full turnkey program, to include services, but not limited to the following:

- Complete procurement, installation, implementation and maintenance of all equipment necessary for the operation of an automated digital red light enforcement and citation processing system.
- Public Awareness/Community Education Campaign
- Training for Police Department, Prosecution, Hearing and Adjudication and other persons involved in the use of the system
- Back-Office & Citation Processing Services
- Court Support
- Database & IT Management

The agreement award shall be for a period of five (5) years commencing from the date all system equipment is installed and in place, tested, calibrated and operational with two (2) one (1) year renewal options at the City’s sole discretion.

REQUIRED VENDOR INFORMATION

Provide the legal name of the firm, street address, state of incorporation or partnership (if applicable) and telephone number, List the name of the person who will be the primary contact for this proposal.

STATEMENT OF QUALIFICATION AND EXPERIENCE

Supporting programs in the State of California requires strict compliance with the California Vehicle Code, operation of “front & rear” imaging capturing systems and integration with the California Superior Court.

Respective of the aforementioned information and recognizing the complexities of strict compliance and adherence to the California Vehicle Code; to be qualified to participate in the current RFP, a vendor must have a **minimum of 3 current programs operational in the State of California**, each of these programs need to fully operational for a period of **no less the 24 months** and support a scope of no **less than 5 operational systems**.

Please provide a list of three agencies where your firm has provided the exact red light enforcement systems as the one being proposed and that meet the criteria outlined above.

Agency Name	
Primary Contact Name & Number	
Date Contract Was Executed	
Date of Program “Go-Live” (became operational by issuing warnings and/or citation notices)	
# Of System Currently Operational	
Type of technology (i.e. still images, video or both)	

Vendors with greater experience, operational systems and programs under contract in the State of California will be given preference. Additionally, vendors with Caltrans (District 4) experience will be given preference.

VENDOR FINANCIAL STRENGTH

Appreciating the substantial capital investment required by a vendor to procure equipment, install and maintain a program and in response to the recent bankruptcies of various red light camera vendors; the City requires a financial strong vendor. Financial strength will be determined by the vendor’s financial statements. Vendors with demonstrated profitability and strong balance sheets will be given preference. Please include a copy of the company’s most recent annual report.

SCOPE OF SERVICES

This RFP seeks a Contractor who will provide the infrastructure for a complete “turn-key” automated digital red light enforcement program located at City-designated intersections to be identified after a complete traffic study completed by the City with the support of the Vendor.

The Contractor will need to work with the Martinez Police Department, Department of Public Works and any other City Department as required to coordinate the installation and implementation of the Red Light Camera Enforcement Program.

Technical Scope

Equipment

The Contractor shall provide and install all equipment including, but not limited to, poles, cabinets and related operational equipment at the selected intersections.

A complete description of the equipment proposed and approaches covered shall be furnished with the proposal.

The proposal shall address the following proven equipment capabilities:

- The Camera System shall use a digital media. Film based systems are not acceptable. Preference will given to systems that utilize a combination of high resolution still images with an output in excess of 3000 x 2000 pixels per frame/image and full motion digital video technologies. Systems that use multiple cameras and integrated video/still cameras will be given preference. Single camera set-ups will not be considered favorable.
- The Camera System shall apply different methods of violation detection; to ensure intersection variances and geometries are optimally addressed. The applied detection method will also provide accurate vehicle speed calculations and have a low false trigger rate.
- The Camera System shall be modular in construction and will facilitate rapid installation and maintenance.
- The Camera System shall generate secured violation evidence that can be communicated to and processed using Vendor-supplied or operated photo enforcement processing systems.
- Vendor must have co-location facilities, disaster recovery and database redundancy.
- The Camera System shall be fully suitable and functional for unattended use under all weather and ambient light conditions. The system is required to use a synchronized strobe flash unit.

- All Camera System component operations shall be synchronized to a single, standard, independent, external and verifiable time and date source. All Camera System component operations shall be synchronized to a standard, independent, external and verifiable time and date source.
- The System shall be capable of being flexibly configured to address the specific number of lanes to be enforced at each direction of travel at the site. Including straight through violations, left-turn, and double left-turn and right-on-red violations.

Functional Requirements

- The system shall be capable of identifying vehicles traveling through a signalized intersection during the 'red' signal phase and recording a series of violation images that track the whole violation event from before the stop-bar and through to exiting the intersection.
- 'Scene' images will be captured to display the red signal in the vehicle's direction of travel.
- The System shall be capable of capturing multiple, license plate images displaying the characters and numbers on reflective and non-reflective license plates.
- The System shall be capable of capturing multiple, frontal (face) images for effective driver identification.
- The System shall be capable of detecting and capturing evidence of violation by slow moving vehicles. There shall be no minimum 'threshold speed' for effective monitoring and evidence capture.
- In addition to monitoring straight through violations, the System shall be capable of detecting and recording evidence of left-turn violations, including violations by slow moving left-turn vehicles. (Please reference programs which demonstrate this capability.)
- In addition to monitoring straight through violations, the System shall be capable of detecting and recording evidence of right-turn violations. (Please reference programs which demonstrate this capability.)
- System shall provide 24 x 7 "live" intersection monitoring and viewing capabilities. In compliance with the CVC, the system will only "save" footage of violations.

Camera Unit Housing Shall Be:

- Sealed to be weather, dust, water and spray resistant.
- Securely lockable.
- Capable of being pole-mounted on a vendor supplied pole.
- Shall require no more than the utilizations of a single pole and housing (City and/or Vendor Supplied) per approach.

Imaging Units

- Each imaging unit's operation shall be microprocessor controlled and fully automatic.
- Each camera shall record images with an output of 3000 x 2000 pixels or greater of resolution per image.
- Each unit shall record images at 25 frames per second or faster.
- Units shall allow aperture adjustment.
- Each image should be full-color. IR-systems will not be considered due to color degradation.

Traffic Signal Detection

The vendor will offer non-intrusive signal phase detection systems that are fully opto-isolated.

Violation Detection System

Any System to detect potential red light running violations shall be:

- Direction sensitive.
- Provide speed measurements accurately
- Minimize false detections
- Minimize missed events

Camera System Operations –

The Camera System Shall:

Be capable of on-site or remote activation and maintenance support.

- Record multiple-image sets for each of the 'scene' images, license plate images, frontal/face images to meet the evidentiary requirements required to prove a violation. All images in each set shall display data bars as specified below.
- Record event-specific evidence to substantiate multiple, simultaneous and/or concurrent violations occurring during any red signal phase. (Please provide sample violation images to demonstrate this capability)
- Count the number of violations.
- Allow a malfunction to be easily identified and debugged on-line.
- The system shall perform self-test on set-up. Simulate a violation being recorded for testing. Communicate error messages. Record date and time of system shutdown in the event of a malfunction.
- Record data pertinent to each violation in a flexibly configured data bar that is embedded with each scene, license plate and stop bar detection images that may be used to prove the violation.
- The data bar embedded to violation images shall contain the following information for each violation.
- Unique violation identifier incorporating the City ID.
- Date (MM/DD/YYYY) or (DD/MM/YYYY).
- Time (24-hour clock).

- Direction of travel
- Traffic signal phase.
- Time into the 'red' phase.
- Duration of the prior 'amber' phase.
- Vehicle lane of travel
- Camera ID.
- Encrypt violation images and data to ensure security of primary evidence.

Violation Processing

The Vendor can provide a fully Internet enabled violation processing system for the programs operation at the program discretion. There shall be no requirement to install vendor processing software on the City's systems.

All accesses to the violation processing system for the purpose of pre-processing evidence, Police Department authorization, notice printing, payments tracking, and generation of courts evidence packages shall be Internet enabled and shall be accessible 24 X 7 for authorized users.

The violation processing system shall provide the following functionalities:

- Web-enabled access and operation
- Secure user log-in and access
- Automatic presentation of images and data captured by the camera system onto review PC's.
- Easy review of violation evidence against local regulations
- Ability to both 'play' full motion video and view multiple scene and plate images
- Ability to view each image as a full screen enlargement with a single click
- Ability to view all original images
- Ability to 'crop' a license plate image area from the optimal license plate image in the multiple-image license plate set to establish vehicle ID, and subsequently print the cropped plate area image to the notice.
- Ability to 'accept' or 'reject' violation sets and record rejection reasons.
- Ability to generate printed warning letters (during the first 30 days of program operations at the Authority's discretion)
- Ability to automatically generate printed traffic notices.
- Ability to store and archive all processed violation evidence into a secured database.
- 24X7 ability to access any stored violation image from the system database subject to agree archive rules.
- 24X7 ability to request and immediately view Courts Evidence Package image sequences displayed as video or as individual high resolution still shots, or send images to printing locally.

- 24X7 ability to immediately request, view and print both standard and user-defined reports.
- Secured Access Control and automatically generated Electronic Audit Trails
- Encryption and decryption management.

REPORTING

The vendor's Processing system shall be capable of immediately generating operations reports 24X7 including:

- Number of violations recorded.
- Count of violations where notices not prepared.
- Notices prepared and mailed.
- Status of notices issued (outstanding, canceled, reissued and so forth).
- The vendor shall also supply reports of :
- Camera equipment hours of service and hours lost.
- Number and description of camera or other equipment malfunctions.
- Violation and Traffic Statistics:
- Real-time traffic volume and vehicle counts
- Real-time violation graphs and chart by individual lane:
- Violations by time of day
- Violations by day of week

Privacy

The City seeks a Program that is reliable, accurately and fairly captures red light violations while minimizing the invasion of privacy of drivers and passengers. The Contractor will maintain all images confidential and may not use any image for any other purpose other than its intended purpose.

Violation Processing System and Existing City Systems

Contractor's system must be capable of importing and exporting data and images with other City systems as required.

Training Requirements

The Contractor will provide all training in the operation and servicing of the system to all necessary City Personnel. The Contractor will provide the training to all personnel in a class room setting not to exceed 15 people per class.

Public Relations and Information

The Contractor will provide a public information campaign to include the production of PSA spots for radio and copy for print publications. The public relations campaign will be consistent throughout the contract period.

Expert Testimony

The Contractor will provide, at its own expense, witnesses, as may be needed by the Solicitor, to testify as to the accuracy, operations, and reliability of the red light camera system and related equipment for contested violations.

PRICING

Proposal should include incremental cost options from one (1) intersection with two (2) approaches up to five (5) intersections with two (2) approaches each. Each approach is considered to be four (4) lanes of travel in one direction.

Include in your price proposal all equipment, services, training and maintenance for a full turn-key program.

Please put your pricing information in a separate envelope within your main proposal envelope and mark it PRICING.

Proposal Requirements

Provide system description to include, but not limited to capabilities, operation and equipment components.

Provide a program schedule, including major program tasks and milestones and time frame for completion.

Vendor must have demonstrated experience of implementing a program within 45 days from contract execution till program “Go-Live”.

This demonstrated capability should be referenced in the Statement of Qualification & Experience section of this RFP.

Identify the principal management staff and supervisory staff including partners, managers and onsite specialist who will be assigned to this project. Including their qualifications, including specific information on experience with automated traffic enforcement programs.

EVALUATION CRITERIA

The City will evaluate the offers received based on the following criteria:

Types of Technology and Demonstrated Effectiveness: 20 Points

Program Management Experience & Methodology: 30 Points

Implementation Experience & Methodology: 20 Points

Vendor Financial Strength: 20 Points

Total Cost & Value: 10 Points

Total: 100 Points

EVALUATION PROCEDURE

An Evaluation Committee will evaluate all proposals received in accordance with the above criteria. In applying the major criteria to the proposals evaluators may consider additional sub-criteria beyond those listed. During the evaluation period, the City may interview some or all the proposing firms.

AWARD

City staff will recommend a firm to the City Council for consideration and selection, the offer judged by staff to be the most qualified and in the best interest of the City. The City may also negotiate contract terms with the selected Proposer prior to award, and expressly reserves the right to negotiate with several Proposers simultaneously and, thereafter, to award a contract to the Proposer offering the most favorable terms to the City.

Negotiations may or may not be conducted with Proposers; therefore, the proposal submitted should contain Proposer's most favorable terms and conditions, since the selection and award may be made without discussion with any Proposer.

Terms and Conditions

The City of Martinez reserves the right to reject any or all bids, or any portion thereof.

If the individual or firm selected does not execute an agreement within thirty (30) days after the award of the proposal, the City reserves the right to award the agreement to the next qualified individual or firm. The individual or firm will not discriminate, under the agreement, against any person in accordance with federal, state and local laws and regulations. The City shall pay for services on the basis of the approved cost schedule, per the agreement.

Contractor's Disclosure Form and Certification

Describe accurately, fully and completely the following:

Please state whether any of the following events have occurred in the last five (5) years with respect to said contractors (as its current entity or as a predecessor entity. If any answer yes, explain fully the following:

- Whether Contractor was subject of any order, judgment or decree
- Whether said Contractor's business was the subject of any civil or criminal proceeding in which there was a final adjudication adverse to said Contractors.
- Whether a petition under bankruptcy, insolvency, or receivership was filed by or against said Contractor.
- Whether the Contractor has:
 - Supported a program which services were terminated
 - Supported a program which services were temporarily discontinued which directly arose from activities conducted by the Contractor
- Failure to provide required disclosure, submit officially signed and notarized documents or response to any and all information requested/required by the City will result in the bid declared as non-response.

Under penalty or perjury, I declare that I have examined the RFP, the vendor provided proposal and the disclosure form hereto, if applicable, to the best of my knowledge and belief, and all statements contained hereto are true, correct and complete.

On this _____ day of _____, 2000 _____

Firm: _____

Name of Authorized Representative Name: _____

Signature: _____

Telephone No.: _____

Fax No. : _____

Sworn to and subscribed before me,

On this _____ day of _____, 2000 _____

Notary Public _____