

**LOS ANGELES PUBLIC LIBRARY  
BOARD REPORT**

January 17, 2023

**TO:** Board of Library Commissioners

**FROM:** John F. Szabo, City Librarian

**SUBJECT: AWARD OF CONTRACT TO CONVERGINT TECHNOLOGIES, LLC, TO  
PROVIDE ENTERPRISE SECURITY CAMERAS AND ACCESS  
CONTROL SYSTEMS FOR THE CENTRAL AND BRANCH LIBRARIES**

**A. RECOMMENDATIONS:**

THAT the Board of Library Commissioners ("Board"):

1. Award a contract, substantially in the form on file, to Convergent Technologies, LLC, to provide enterprise security cameras and access control systems for Central and Branch Libraries.
2. Find, in accordance with Charter Sections 371(e)(10) and 1022, and Los Angeles Administrative Code Section 10.15(a)(10), that the services to be provided are professional, expert, and technical services of a temporary and occasional nature, and that it is more feasible to have this work performed by an independent contractor than by City employees.
3. Authorize the City Librarian and City Attorney to make technical and clerical changes, if needed, to the contract.
4. Authorize the Board President and the Board Secretary to execute the contract upon completion of all required approvals.
5. Adopt the attached Resolution regarding the award and execution of the contract between the Library and Convergent Technologies, LLC, to provide enterprise security cameras and access control systems for Central and Branch Libraries.

**B. STATEMENT OF FACTS:**

1. On July 23, 2020, the Board approved a Request for Proposals (RFP) to find a qualified and experienced entity to provide and install access control systems and enterprise security camera systems, and to provide maintenance services for the equipment (Library Resolution No. 2020-25).
2. The RFP was released on August 18, 2020, and mandatory pre-proposal conferences were held on September 22, 2020 and November 4, 2020. The pre-proposal conferences were attended by 235 people who

represented 72 organizations. On February 24, 2021, the Library received 13 proposals.

3. Library staff reviewed the proposals in August 2021 and found all 13 proposals to be responsive to the RFP submittal requirements. An evaluation panel of Library employees reviewed and evaluated the proposals based on the criteria set forth in the RFP. The top five proposals were interviewed in December 2021, and in February 2022 the evaluation panel ranked Converjint Technologies, LLC, as the best proposal.
4. The delay in reviewing and awarding this RFP was primarily due to the COVID-19 pandemic which made it difficult to prioritize resources to review a complex and detailed bid process which consisted of new technology and services. The Library was instrumental in providing information to the public on the COVID-19 pandemic throughout 2020 and 2021. During this period the priority was in preparing the Central Library and the 72 Branch Libraries to reopen to the public, ensuring a safe environment for patrons and staff, creating and expanding online programs and initiatives to assist residents during social isolation, creating and continuing the Library-To-Go program, and providing staff to work as Disaster Service Workers.
5. In March 2022, the Library was informed by Converjint Technologies, LLC, that the costs for the project as proposed had increased by \$469,834 (from \$8,628,086 to \$9,097,920) due to computer chip shortages, supply chain issues, and increased labor costs.
6. In October 2022, Library staff requested that the top three proposers submit updated price bids. The evaluation panel evaluated the three updated proposals and determined that Converjint Technologies, LLC, articulated the best understanding of the Library's needs, provided sufficient details on the equipment for staff to make an informed decision, and was still the best option for the Library despite the price increase:

<u>Proposer</u>	<u>Final Score</u>
Converjint Technologies, LLC	93.33
AAA Network Solutions	78.67
Birdi Systems, Inc.	73.33

7. Staff recommends that Converjint Technologies, LLC, be awarded the contract. The term of the proposed contract will be for five years with two one-year options to renew at the discretion of the City Librarian, or designee, and will include a ratification clause, as it was necessary to begin discussions regarding design work.
8. The Library does not have the appropriate staff in its employ to perform the specialized services required by the Library to install security cameras, a monitoring system, or an access control system. Staff therefore requests

that the Board find that the services to be provided are professional, expert, and technical services of a temporary and occasional nature, and that it is more feasible to have this work performed by an independent contractor than by City employees.

9. Funds are available in Contractual Services Account 3040 to compensate Convergent Technologies, LLC, for services in accordance with the contract.
10. The contract has been reviewed by the City Attorney and is ready to be transmitted for processing.

#### Attachments

Project Manager: Eloisa Sarao, Director of Facility Planning and Maintenance

Prepared by: Robert Morales, Senior Management Analyst (Retired)

Reviewed by: Monique Atkinson, Departmental Chief Accountant  
Alex Mui, Director of Systems  
Madeleine M. Rackley, Business Manager  
Susan Broman, Assistant City Librarian

#### RESOLUTION

##### **LIBRARY RESOLUTION NO. 2023-XX (C-XX)**

**WHEREAS**, on July 23, 2020, the Board of Library Commissioners (Board) approved the release of a Request for Proposals (RFP) to find a qualified and experienced entity to provide and install access control systems and enterprise security camera systems, and to provide maintenance services for the equipment (Library Resolution No. 2020-25); and

**WHEREAS**, the RFP was released on August 18, 2020, and mandatory pre-proposal conferences were held on September 22, 2020, and November 4, 2020. On February 24, 2021, the Library received thirteen proposals; and

**WHEREAS**, an evaluation panel of Library employees evaluated the proposals based on the criteria set forth in the RFP and ranked Convergent Technologies, LLC, as the best; and

**WHEREAS**, in March 2022, Convergent Technologies, LLC, informed the Library of a cost increase due to computer chip shortages, supply chain issues and increased labor costs; and

**WHEREAS**, in October 2022, Library staff instructed the top three proposers to submit updated price bids. Library staff evaluated the three updated proposals and still ranked Convergent Technologies, LLC, as the best proposal, despite the price increase; and

**WHEREAS**, on \_\_\_\_\_, 2023, the Board found, in accordance with Charter Sections 371(e)(10) and 1022, and Los Angeles Administrative Code Section 10.15(a)(10), that the services to be provided are professional, expert, and technical services of a temporary and occasional nature, and that it is more feasible to have this work performed by an independent contractor than by City employees; and

**WHEREAS**, on \_\_\_\_\_, 2023, the Board approved the award of a contract to Convergent Technologies, LLC, with the increased cost, for a term of five years with two one-year options to renew at the discretion of the City Librarian, or designee; and

**WHEREAS**, funds are available to compensate Convergent Technologies, LLC, for services in accordance with the Agreement:

**THEREFORE, BE IT RESOLVED**, that the Board adopts the recommendations and findings of the City Librarian's Board Report and approves the contract with Convergent Technologies, LLC, to provide enterprise security camera and access control systems for the Central Library and Branch Libraries; and

**FURTHER RESOLVED**, that the Board authorizes the City Librarian and the City Attorney to make technical and clerical changes, if needed, to the contract; and

**FURTHER RESOLVED**, that the Board authorizes the Board President and the Board Secretary to execute the contract upon the completion of all required approvals.

This is a true copy:

---

Raquel M. Borden  
Commission Executive Assistant

Adopted by the following votes:

AYES:

NOES:

ABSENT:

**AGREEMENT BETWEEN  
THE LOS ANGELES PUBLIC LIBRARY  
AND  
CONVERGINT TECHNOLOGIES, LLC  
TO PROVIDE  
ENTERPRISE SECURITY CAMERA AND ACCESS CONTROL SYSTEMS FOR  
CENTRAL AND BRANCH LIBRARIES**

**This Agreement** is entered into by and between the City of Los Angeles (hereinafter "City"), a municipal corporation, acting by and through its Board of Library Commissioners (hereinafter "Board" or "Library"), and Convergent Technologies, LLC (hereinafter "Contractor"). Library and Contractor may be referred to herein individually as a "Party" or collectively as the "Parties".

**WHEREAS**, on July 23, 2020, the Board approved a Request for Proposals (RFP) to provide enterprise security cameras and access control systems for Central and Branch Libraries (Library Resolution No. 2020-25);

**WHEREAS**, the RFP was released on August 18, 2020, and mandatory pre-proposal conferences were held on September 22, 2020, and November 4, 2020; and, on February 24, 2021, the Library received thirteen proposals;

**WHEREAS**, an evaluation panel of Library employees evaluated the proposals based on the criteria set forth in the RFP and ranked Contractor's proposal as the best;

**WHEREAS**, in March 2022, Contractor informed the Library of a cost increase due to computer chip shortages, supply chain issues, and increased labor costs;

**WHEREAS**, in October 2022, Library staff instructed the top three proposers to submit updated price bids. Library staff evaluated the three updated proposals and still ranked Contractor's proposal as the best, despite the price increase;

**WHEREAS**, on \_\_\_\_\_, 2023, the Board found, in accordance with City Charter Sections 371(e)(10) and 1022, and Los Angeles Administrative Code Section 10.15(a)(10), that the services to be provided are professional, expert, and technical services of a temporary and occasional nature, and that it is more feasible to have this work performed by an independent contractor than by City employees;

**WHEREAS**, on \_\_\_\_\_, 2023, the Board approved the award of a contract to Contractor with the increased cost, for a term of five years with two one-year options to renew at the discretion of the City Librarian, or designee;

**WHEREAS**, funds are available to compensate Convergent Technologies, LLC, for services in accordance with the Agreement.

**NOW, THEREFORE**, in consideration of the promises, and of the mutual covenants and agreements herein contained, the Parties hereto agree as follows:

## **1.0 DOCUMENTS**

This Agreement shall be composed of the following documents which shall be made a part hereof as though fully set forth herein:

- 1.1 The Agreement.
- 1.2 Standard Provisions for City Contracts (Rev. 9/22 [v.1]), attached as Exhibit A.
- 1.3 Contractor Price List (Revised March 2022), attached as Exhibit B.
- 1.4 The RFP, attached as Exhibit C.
- 1.5 Contractor's response to the RFP, attached as Exhibit D.

## **2.0 ORDER OF PRECEDENCE**

This Agreement contains the full and complete Agreement between the Parties. No verbal agreement or conversation with any officer or employee of either Party shall affect or modify any of the terms and conditions of this Agreement. Resolution of any conflicting provisions in the documents constituting this Agreement shall be resolved by considering the documents according to the following order of precedence:

- 2.1 The Agreement.
- 2.2 Standard Provisions for City Contracts (Rev. 9/22 [v.1]) (Exhibit A).
- 2.3 Contractor Price List (Revised March 2022) (Exhibit B).
- 2.4 RFP (Exhibit C).
- 2.5 Contractor's response to the RFP (Exhibit D).

## **3.0 INDEMNIFICATION AND INSURANCE REQUIREMENTS**

The insurance and indemnification provisions shall be as required by the Standard Provisions for City Contracts (Rev. 9/22 [v.1]) (Exhibit A).

## **4.0 TERM OF AGREEMENT**

The term of this Agreement shall be for five years with two one-year options to renew at the discretion of the City Librarian, or designee. The initial term of the Agreement shall begin upon the date of execution.

## **5.0 RATIFICATION CLAUSE**

Due to the need for the Contractor's services to be provided continuously on an ongoing basis, the Contractor may have provided services prior to the execution of this contract. To the extent that the Contractor's services were performed in accordance with the terms and conditions of this Agreement, those services are hereby ratified.

## **6.0 SCOPE OF WORK**

Contractor shall provide and install materials and equipment in accordance with Contractor Price List (Revised March 2022) (Exhibit B), the RFP (Exhibit C), and Contractor's response to the RFP (Exhibit D). The Contractor will provide the following:

### **6.1 Enterprise Security Video / Camera System**

Provide and install internal and external security camera systems throughout the Library system at the Library's discretion.

### **6.2 Access Control System**

Provide and install internal and external door access control units throughout the Library system at the Library's discretion.

### **6.3 Network Upgrade**

Provide network upgrades required for the implementation of the Enterprise Security Video / Camera System and Access Control System.

## **7.0 PAYMENT**

Contractor shall not incur any costs (e.g., for labor, equipment, materials or other expense), and Library shall not be liable for costs or reimbursement of costs incurred by Contractor, without the prior written approval of the City Librarian or designee.

The total contract amount shall not exceed \$9,097,920 during the term of this Agreement.

## **8.0 BILLING AND INVOICES**

8.1 Contractor shall submit itemized invoices to Library, indicating therein the services performed for which payment is requested. Payment of all invoices shall be subject to review and approval of Library management, which shall not be unreasonably withheld.

8.2 To ensure that services provided are measured against the services detailed in this Agreement, the Controller of the City of Los Angeles has developed a policy requiring that specific supporting documentation be submitted with invoices. Contractor is required to submit invoices that conform to City standards and include, at a minimum, the following information:

- a. Name and address of Contractor
- b. Name and address of City department being billed (Library Department)
- c. Date of invoice and period covered
- d. Agreement Number or Authority Number
- e. Description of completed task and amount due for task
- f. Remittance address

8.3 All invoices shall be submitted on Contractor's letterhead and contain Contractor's official logo, or other unique and identifying information such as the name and address of Contractor. Invoices shall be submitted to the Library by Contractor within 30 days of service or monthly, whichever is sooner. Invoices are considered completed when appropriate documentation or services provided are signed off as satisfactory by the Library Representative listed in Section 11.0 ("Contract Representatives") of this Agreement. If invoice is insufficient or unsatisfactory, the Library's Representative shall inform Contractor of any defect within 10 business days of receipt of the invoice from Contractor, and Contractor shall have five business days to provide a corrected invoice to the Library. Satisfactory invoices shall be paid by the Library no later than 60 days after receipt by the Library.

8.4 Invoices and supporting documentation shall be prepared at the sole expense and responsibility of Contractor. The Library will not compensate Contractor for costs incurred in invoice preparation. The Library may make written requests for changes to the content and format of the invoice and supporting documentation at any time. The Library reserves the right to request additional supporting documentation to substantiate costs at any time. Invoices shall be submitted via electronic mail to the Library Representative listed in Section 11.0 ("Contract Representatives") of this Agreement, or via hard copy to:

Los Angeles Public Library  
Attention: Eloisa Sarao (M/S 300)  
630 West 5<sup>th</sup> Street  
Los Angeles, CA 90071

8.5 Failure to adhere to these procedures may result in nonpayment or non-approval of demands, pursuant to Charter Section 262(a), which requires the Controller to inspect the quality, quantity, and condition of services, labor, materials, supplies, and equipment received by any City office or department. The Controller must approve demands before they are drawn on the Treasury.

#### **9.0 OWNERSHIP**

All documents and records provided by Library to Contractor shall remain the property of Library and must be returned to Library upon termination of this Agreement or at the request of the Library. The provisions of this article shall survive the termination of this Agreement.

#### **10.0 AMBIGUITY**

Any ambiguity in this Agreement shall not be interpreted against any one Party by virtue of that Party being the drafter of the Agreement.

#### **11.0 CONTRACT REPRESENTATIVES**

The following representative individuals and addresses shall serve as the place to which notices and other correspondence between the Parties shall be sent.



Library and Contractor shall notify, in writing, the other Party of any changes in the following information within five working days of such change.

**CONTRACTOR'S REPRESENTATIVE**

Name: Fabian Escalante  
Title: Business Development Manager  
Address: 1983 S. Santa Cruz Street  
Anaheim, CA 92805  
Mobile: (949) 940-6428  
Office: (714) 546-2780  
Email: [fabian.escalante@convergint.com](mailto:fabian.escalante@convergint.com)

**LIBRARY'S REPRESENTATIVE**

Name: Eloisa Sarao  
Title: Project Manager  
Address: 630 W. 5<sup>th</sup> Street  
Los Angeles, CA 90071  
Telephone: (213) 228-XXXX  
Email: [esarao@lapl.org](mailto:esarao@lapl.org)

Formal notices, demands, and communications to be given hereunder by either Party must be made in writing and may be effected by personal delivery or by registered or certified mail, postage prepaid, return receipt requested, and will be deemed communicated as of the date of mailing.

If the name of the person designated to receive the notices, demands, or communications or the address of such person is changed, written notice must be provided as described in this Agreement, within five business days of such change.

**12.0 INDEPENDENT CONTRACTOR**

Contractor's relationship to Library in the performance of this Agreement is that of an independent contractor and not as an agent or employee of City. Therefore, neither Contractor, nor any of its subcontractors, are entitled to any vacation, sick leave, workers' compensation, pension, or any other City benefits. Contractor's personnel performing services under this Agreement shall at all times be under Contractor's exclusive direction and control and shall be employees or subcontractors of Contractor and not of City. Further, Contractor shall pay all wages, salaries, and other amounts due its employees in connection with this Agreement and shall be responsible for all related reports and obligations including but not limited to social security, income tax withholding, unemployment compensation, and workers' compensation.

**13.0 RETENTION OF RECORDS**

Except as otherwise expressly directed by City, Contractor shall maintain records, including records of financial transactions, pertaining to the performance of the Agreement, in their original form, in accordance with requirements prescribed by City. These records must be retained for a period of no less than 48 months following final payment made by City hereunder, the expiration date of

this Agreement, or the termination date of this Agreement, whichever occurs last. Records will be subject to examination and audit by authorized City personnel or by the City's representative at any time during the term of this Agreement or within the 48 months following the final payment made by City hereunder, the expiration of this Agreement, or the termination date of this Agreement, whichever occurs last. Contractor shall provide any reports requested by City regarding performance of the Agreement.

**14.0 NO THIRD-PARTY BENEFICIARIES**

Nothing herein is intended to create a third-party beneficiary in any subcontractor. No privity is created with any subcontractor by this Agreement. Even if the Contractor uses subcontractors, Contractor remains responsible for complete and satisfactory performance of the terms of this Agreement.

**15.0 CONFIDENTIALITY**

All data, documents, records, recorded testimony, audiotapes, videotapes, materials, products, technology, computer programs, specifications, manuals, business plans, software, marketing plans, financial information, and other information disclosed or submitted orally, in writing, or by any other media, to Contractor by the City, and other documents to which the Contractor has access during the term of this Agreement are confidential information ("Confidential Information").

The Contractor agrees that both during and after the term of this Agreement, City's Confidential Information shall be considered and kept as the private and privileged records of City and will not be divulged to any person, firm, corporation, or other entity except on the prior direct written authorization of City or as required by law.

**16.0 CONTRACTOR'S INTERACTION WITH THE MEDIA**

Contractor shall refer all inquiries from the news media relating to this Agreement or Contractor's services hereunder to Library, and shall immediately contact Library to inform Library of the inquiry. Contractor shall comply with the procedures of City's Public Affairs staff regarding any communication with the news media relating to this Agreement or Contractor's services hereunder.

**17.0 REQUIREMENTS APPLY TO ALL SUBCONTRACTORS**

The Contractor will ensure that the requirements of Sections 15.0 ("Confidentiality") and 16.0 ("Contractor's Interaction with the Media") are provided to and apply to all subcontractors of this Agreement.

**18.0 CONTINUED REQUIREMENTS**

The requirements of Sections 15.0 ("Confidentiality"), 16.0 ("Contractor's Interaction with the Media"), and 17.0 ("Requirements Apply to all Subcontractors") survive termination of the Agreement.

**19.0 NON-EXCLUSIVE AGREEMENT**

Nothing in this Agreement shall be construed to mean that Contractor shall be the exclusive provider of any services to the Library. The Library retains the right to engage the services of and purchase materials from other contractors during the term of this Agreement, and therefore the Library can neither estimate nor

guarantee the volume or amount of work to be received by Contractor under this Agreement.

**20.0 BORDER WALL BID DISCLOSURE**

Contractor shall comply with Los Angeles Administrative Code ("LAAC") Section 10.50 *et seq.*, "Disclosure of Border Wall Contracting." Library may terminate this Contract at any time if Library determines that Contractor failed to fully and accurately complete the required affidavit and disclose all Border Wall Bids and Border Wall Contracts, as defined in LAAC Section 10.50.1. The required affidavit must be submitted online at [www.rampla.org](http://www.rampla.org).

**21.0 ENTIRE AGREEMENT**

This Agreement, and any attachments or documents incorporated herein by inclusion or by reference, constitutes the complete and entire Agreement between the Parties and supersedes any prior representation, understandings, communications, commitments, agreements, or proposals, oral or written. No verbal agreement or conversation with any officer or employee of either party will affect or modify any of the terms and conditions of this Agreement. This Agreement is executed in three duplicate originals, each of which is deemed to be an original.

*(SIGNATURE PAGE TO FOLLOW)*

CONTRACT/AGREEMENT NO. \_\_\_\_\_

**IN WITNESS THEREOF**, the Parties hereto have caused this Agreement to be executed by their respective duly authorized representatives.

By \_\_\_\_\_  
BÍCH NGỌC CAO  
President  
Board of Library Commissioners

By \_\_\_\_\_  
KEN LOCCHIATO  
Chief Executive Officer  
Convergint Technologies, LLC

Date \_\_\_\_\_

Date \_\_\_\_\_

**APPROVED AS TO FORM:**

**ATTEST:**

HYDEE FELDSTEIN SOTO, City Attorney

By \_\_\_\_\_  
JOSHUA M. TEMPLET  
Deputy City Attorney

By \_\_\_\_\_  
RAQUEL M. BORDEN  
Commission Executive Assistant

Date \_\_\_\_\_

Date \_\_\_\_\_

**ATTEST:**

HOLLY L. WOLCOTT, City Clerk

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

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

## **ATTACHMENT A**

Standard Provisions for City Contracts (Rev. 9/22) [v.1]

# STANDARD PROVISIONS FOR CITY CONTRACTS

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## STANDARD PROVISIONS FOR CITY CONTRACTS

### **PSC-1. Construction of Provisions and Titles Herein**

All titles, subtitles, or headings in this Contract have been inserted for convenience, and shall not be deemed to affect the meaning or construction of any of the terms or provisions of this Contract. The language of this Contract shall be construed according to its fair meaning and not strictly for or against **CITY** or **CONTRACTOR**. The word "**CONTRACTOR**" includes the party or parties identified in this Contract. The singular shall include the plural and if there is more than one **CONTRACTOR**, unless expressly stated otherwise, their obligations and liabilities shall be joint and several. Use of the feminine, masculine, or neuter genders shall be deemed to include the genders not used.

### **PSC-2. Applicable Law, Interpretation and Enforcement**

Each party's performance shall comply with all applicable laws of the United States of America, the State of California, and **CITY**, including but not limited to, laws regarding health and safety, labor and employment, wage and hours and licensing. This Contract shall be enforced and interpreted under the laws of the State of California without regard to conflict of law principles. **CONTRACTOR** shall comply with new, amended, or revised laws, regulations, or procedures that apply to the performance of this Contract with no additional compensation paid to **CONTRACTOR**.

In any action arising out of this Contract, **CONTRACTOR** consents to personal jurisdiction, and agrees to bring all such actions, exclusively in state or federal courts located in Los Angeles County, California.

If any part, term or provision of this Contract is held void, illegal, unenforceable, or in conflict with any federal, state or local law or regulation, the validity of the remaining parts, terms or provisions of this Contract shall not be affected.

### **PSC-3. Time of Effectiveness**

Unless otherwise provided, this Contract shall take effect when all of the following events have occurred:

- A. This Contract has been signed on behalf of **CONTRACTOR** by the person or persons authorized to bind **CONTRACTOR**;
- B. This Contract has been approved by the City Council or by the board, officer or employee authorized to give such approval;
- C. The Office of the City Attorney has indicated in writing its approval of this Contract as to form; and
- D. This Contract has been signed on behalf of **CITY** by the person designated by the City Council, or by the board, officer or employee authorized to enter into this Contract.

#### **PSC-4. Integrated Contract**

This Contract sets forth all of the rights and duties of the parties with respect to the subject matter of this Contract, and replaces any and all previous Contracts or understandings, whether written or oral, relating thereto. This Contract may be amended only as provided for in the provisions of PSC-5 hereof.

#### **PSC-5. Amendment**

All amendments to this Contract shall be in writing and signed and approved pursuant to the provisions of PSC-3.

#### **PSC-6. Excusable Delays**

Neither party shall be liable for its delay or failure to perform any obligation under and in accordance with this Contract, if the delay or failure arises out of fires, floods, earthquakes, epidemics, quarantine restrictions, other natural occurrences, strikes, lockouts (other than a lockout by the party or any of the party's Subcontractors), freight embargoes, terrorist acts, insurrections or other civil disturbances, or other similar events to those described above, but in each case the delay or failure to perform must be beyond the control and without any fault or negligence of the party delayed or failing to perform (these events are referred to in this provision as "Force Majeure Events").

Notwithstanding the foregoing, a delay or failure to perform by a Subcontractor of **CONTRACTOR** shall not constitute a Force Majeure Event, unless the delay or failure arises out of causes beyond the control of both **CONTRACTOR** and Subcontractor, and without any fault or negligence of either of them. In such case, **CONTRACTOR** shall not be liable for the delay or failure to perform, unless the goods or services to be furnished by the Subcontractor were obtainable from other sources in sufficient time to permit **CONTRACTOR** to perform timely. As used in this Contract, the term "Subcontractor" means a subcontractor at any tier.

In the event **CONTRACTOR'S** delay or failure to perform arises out of a Force Majeure Event, **CONTRACTOR** agrees to use commercially reasonable best efforts to obtain the goods or services from other sources, and to otherwise mitigate the damages and reduce the delay caused by the Force Majeure Event.

#### **PSC-7. Waiver**

A waiver of a default of any part, term or provision of this Contract shall not be construed as a waiver of any succeeding default or as a waiver of the part, term or provision itself. A party's performance after the other party's default shall not be construed as a waiver of that default.

## **PSC-8. Suspension**

At **CITY'S** sole discretion, **CITY** may suspend any or all services provided under this Contract by providing **CONTRACTOR** with written notice of suspension. Upon receipt of the notice of suspension, **CONTRACTOR** shall immediately cease the services suspended and shall not incur any additional obligations, costs or expenses to **CITY** until **CITY** gives written notice to recommence the services.

## **PSC-9. Termination**

### **A. Termination for Convenience**

**CITY** may terminate this Contract for **CITY'S** convenience at any time by providing **CONTRACTOR** thirty days written notice. Upon receipt of the notice of termination, **CONTRACTOR** shall immediately take action not to incur any additional obligations, costs or expenses, except as may be necessary to terminate its activities. **CITY** shall pay **CONTRACTOR** its reasonable and allowable costs through the effective date of termination and those reasonable and necessary costs incurred by **CONTRACTOR** to effect the termination. Thereafter, **CONTRACTOR** shall have no further claims against **CITY** under this Contract. All finished and unfinished documents and materials procured for or produced under this Contract, including all intellectual property rights **CITY** is entitled to, shall become **CITY** property upon the date of the termination. **CONTRACTOR** agrees to execute any documents necessary for **CITY** to perfect, memorialize, or record **CITY'S** ownership of rights provided herein.

### **B. Termination for Breach of Contract**

1. Except as provided in PSC-6, if **CONTRACTOR** fails to perform any of the provisions of this Contract or so fails to make progress as to endanger timely performance of this Contract, **CITY** may give **CONTRACTOR** written notice of the default. **CITY'S** default notice will indicate whether the default may be cured and the time period to cure the default to the sole satisfaction of **CITY**. Additionally, **CITY'S** default notice may offer **CONTRACTOR** an opportunity to provide **CITY** with a plan to cure the default, which shall be submitted to **CITY** within the time period allowed by **CITY**. At **CITY'S** sole discretion, **CITY** may accept or reject **CONTRACTOR'S** plan. If the default cannot be cured or if **CONTRACTOR** fails to cure within the period allowed by **CITY**, then **CITY** may terminate this Contract due to **CONTRACTOR'S** breach of this Contract.
2. If the default under this Contract is due to **CONTRACTOR'S** failure to maintain the insurance required under this Contract, **CONTRACTOR** shall immediately: (1) suspend performance of any services under this Contract for which insurance was required; and (2) notify its employees and Subcontractors of the loss of insurance coverage and Contractor's obligation to suspend performance of

services. **CONTRACTOR** shall not recommence performance until **CONTRACTOR** is fully insured and in compliance with **CITY'S** requirements.

3. If a federal or state proceeding for relief of debtors is undertaken by or against **CONTRACTOR**, or if **CONTRACTOR** makes an assignment for the benefit of creditors, then **CITY** may immediately terminate this Contract.
4. If **CONTRACTOR** engages in any dishonest conduct related to the performance or administration of this Contract or violates **CITY'S** laws, regulations or policies relating to lobbying, then **CITY** may immediately terminate this Contract.
5. Acts of Moral Turpitude
  - a. **CONTRACTOR** shall immediately notify **CITY** if **CONTRACTOR** or any Key Person, as defined below, is charged with, indicted for, convicted of, pleads nolo contendere to, or forfeits bail or fails to appear in court for a hearing related to, any act which constitutes an offense involving moral turpitude under federal, state, or local laws ("Act of Moral Turpitude").
  - b. If **CONTRACTOR** or a Key Person is convicted of, pleads nolo contendere to, or forfeits bail or fails to appear in court for a hearing related to, an Act of Moral Turpitude, **CITY** may immediately terminate this Contract.
  - c. If **CONTRACTOR** or a Key Person is charged with or indicted for an Act of Moral Turpitude, **CITY** may terminate this Contract after providing **CONTRACTOR** an opportunity to present evidence of **CONTRACTOR'S** ability to perform under the terms of this Contract.
  - d. Acts of Moral Turpitude include, but are not limited to: violent felonies as defined by Penal Code Section 667.5, crimes involving weapons, crimes resulting in serious bodily injury or death, serious felonies as defined by Penal Code Section 1192.7, and those crimes referenced in the Penal Code and articulated in California Public Resources Code Section 5164(a)(2); in addition to and including acts of murder, rape, sexual assault, robbery, kidnapping, human trafficking, pimping, voluntary manslaughter, aggravated assault, assault on a peace officer, mayhem, fraud, domestic abuse, elderly abuse, and child abuse, regardless of whether such acts are punishable by felony or misdemeanor conviction.

- e. For the purposes of this provision, a Key Person is a principal, officer, or employee assigned to this Contract, or owner (directly or indirectly, through one or more intermediaries) of ten percent or more of the voting power or equity interests of **CONTRACTOR**.
- 6. In the event **CITY** terminates this Contract as provided in this section, **CITY** may procure, upon such terms and in the manner as **CITY** may deem appropriate, services similar in scope and level of effort to those so terminated, and **CONTRACTOR** shall be liable to **CITY** for all of its costs and damages, including, but not limited to, any excess costs for such services.
- 7. If, after notice of termination of this Contract under the provisions of this section, it is determined for any reason that **CONTRACTOR** was not in default under the provisions of this section, or that the default was excusable under the terms of this Contract, the rights and obligations of the parties shall be the same as if the notice of termination had been issued pursuant to PSC-9(A) Termination for Convenience.
- 8. The rights and remedies of **CITY** provided in this section shall not be exclusive and are in addition to any other rights and remedies provided by law or under this Contract.
- C. In the event that this Contract is terminated, **CONTRACTOR** shall immediately notify all employees and Subcontractors, and shall notify in writing all other parties contracted with under the terms of this Contract within five working days of the termination.

#### **PSC-10. Independent Contractor**

**CONTRACTOR** is an independent contractor and not an agent or employee of **CITY**. **CONTRACTOR** shall not represent or otherwise hold out itself or any of its directors, officers, partners, employees, or agents to be an agent or employee of **CITY**.

#### **PSC-11. Contractor's Personnel**

Unless otherwise approved by **CITY**, **CONTRACTOR** shall use its own employees to perform the services described in this Contract. **CITY** has the right to review and approve any personnel who are assigned to work under this Contract. **CONTRACTOR** shall remove personnel from performing work under this Contract if requested to do so by **CITY**.

**CONTRACTOR** shall not use Subcontractors to assist in performance of this Contract without the prior written approval of **CITY**. If **CITY** permits the use of Subcontractors, **CONTRACTOR** shall remain responsible for performing all aspects of this Contract and paying all Subcontractors. **CITY** has the right to approve **CONTRACTOR'S** Subcontractors, and **CITY** reserves the right to request replacement of any

Subcontractor. **CITY** does not have any obligation to pay **CONTRACTOR'S** Subcontractors, and nothing herein creates any privity of contract between **CITY** and any Subcontractor.

#### **PSC-12. Assignment and Delegation**

**CONTRACTOR** may not, unless it has first obtained the written permission of **CITY**:

- A. Assign or otherwise alienate any of its rights under this Contract, including the right to payment; or
- B. Delegate, subcontract, or otherwise transfer any of its duties under this Contract.

#### **PSC-13. Permits**

**CONTRACTOR** and its directors, officers, partners, agents, employees, and Subcontractors, shall obtain and maintain all licenses, permits, certifications and other documents necessary for **CONTRACTOR'S** performance of this Contract. **CONTRACTOR** shall immediately notify **CITY** of any suspension, termination, lapses, non-renewals, or restrictions of licenses, permits, certificates, or other documents that relate to **CONTRACTOR'S** performance of this Contract.

#### **PSC-14. Claims for Labor and Materials**

**CONTRACTOR** shall promptly pay when due all amounts owed for labor and materials furnished in the performance of this Contract so as to prevent any lien or other claim under any provision of law from arising against any **CITY** property (including reports, documents, and other tangible or intangible matter produced by **CONTRACTOR** hereunder), and shall pay all amounts due under the Unemployment Insurance Act or any other applicable law with respect to labor used to perform under this Contract.

#### **PSC-15. Current Los Angeles City Business Tax Registration Certificate Required**

For the duration of this Contract, **CONTRACTOR** shall maintain valid Business Tax Registration Certificate(s) as required by **CITY'S** Business Tax Ordinance, Section 21.00 *et seq.* of the Los Angeles Municipal Code ("LAMC"), and shall not allow the Certificate to lapse or be revoked or suspended.

#### **PSC-16. Retention of Records, Audit and Reports**

**CONTRACTOR** shall maintain all records, including records of financial transactions, pertaining to the performance of this Contract, in their original form or as otherwise approved by **CITY**. These records shall be retained for a period of no less than three years from the later of the following: (1) final payment made by **CITY**, (2) the expiration of this Contract or (3) termination of this Contract. The records will be subject to examination and audit by authorized **CITY** personnel or **CITY'S** representatives at any time. **CONTRACTOR** shall provide any reports requested by **CITY** regarding

performance of this Contract. Any subcontract entered into by **CONTRACTOR** for work to be performed under this Contract must include an identical provision.

In lieu of retaining the records for the term as prescribed in this provision, **CONTRACTOR** may, upon **CITY'S** written approval, submit the required information to **CITY** in an electronic format, e.g. USB flash drive, at the expiration or termination of this Contract.

#### **PSC-17. Bonds**

All bonds required by **CITY** shall be filed with the Office of the City Administrative Officer, Risk Management for its review and acceptance in accordance with Los Angeles Administrative Code ("LAAC") Sections 11.47 *et seq.*, as amended from time to time.

#### **PSC-18. Indemnification**

Except for the active negligence or willful misconduct of **CITY**, or any of its boards, officers, agents, employees, assigns and successors in interest, **CONTRACTOR** shall defend, indemnify and hold harmless **CITY** and any of its boards, officers, agents, employees, assigns, and successors in interest from and against all lawsuits and causes of action, claims, losses, demands and expenses, including, but not limited to, attorney's fees (both in house and outside counsel) and cost of litigation (including all actual litigation costs incurred by **CITY**, including but not limited to, costs of experts and consultants), damages or liability of any nature whatsoever, for death or injury to any person, including **CONTRACTOR'S** employees and agents, or damage or destruction of any property of either party hereto or of third parties, arising in any manner by reason of an act, error, or omission by **CONTRACTOR**, Subcontractors, or their boards, officers, agents, employees, assigns, and successors in interest. The rights and remedies of **CITY** provided in this section shall not be exclusive and are in addition to any other rights and remedies provided by law or under this Contract. This provision will survive expiration or termination of this Contract.

#### **PSC-19. Intellectual Property Indemnification**

**CONTRACTOR**, at its own expense, shall defend, indemnify, and hold harmless the **CITY**, and any of its boards, officers, agents, employees, assigns, and successors in interest from and against all lawsuits and causes of action, claims, losses, demands and expenses, including, but not limited to, attorney's fees (both in house and outside counsel) and cost of litigation (including all actual litigation costs incurred by **CITY**, including but not limited to, costs of experts and consultants), damages or liability of any nature arising out of the infringement, actual or alleged, direct or contributory, of any intellectual property rights, including, without limitation, patent, copyright, trademark, trade secret, right of publicity, and proprietary information: (1) on or in any design, medium, matter, article, process, method, application, equipment, device, instrumentation, software, hardware, or firmware used by **CONTRACTOR**, or its Subcontractors, in performing the work under this Contract; or (2) as a result of **CITY'S** actual or intended use of any Work Product (as defined in PSC-21) furnished by **CONTRACTOR**, or its Subcontractors, under this Contract. The rights and remedies of **CITY** provided in this section shall not be exclusive

and are in addition to any other rights and remedies provided by law or under this Contract. This provision will survive expiration or termination of this Contract.

**PSC-20. Intellectual Property Warranty**

**CONTRACTOR** represents and warrants that its performance of all obligations under this Contract does not infringe in any way, directly or contributorily, upon any third party's intellectual property rights, including, without limitation, patent, copyright, trademark, trade secret, right of publicity and proprietary information.

**PSC-21. Ownership and License**

Unless otherwise provided for herein, all finished and unfinished works, tangible or not, created under this Contract including, without limitation, documents, materials, data, reports, manuals, specifications, artwork, drawings, sketches, blueprints, studies, memoranda, computation sheets, computer programs and databases, schematics, photographs, video and audiovisual recordings, sound recordings, marks, logos, graphic designs, notes, websites, domain names, inventions, processes, formulas, matters and combinations thereof, and all forms of intellectual property originated and prepared by **CONTRACTOR** or its Subcontractors under this Contract (each a "Work Product"; collectively "Work Products") shall be and remain the exclusive property of **CITY** for its use in any manner **CITY** deems appropriate. **CONTRACTOR** hereby assigns to **CITY** all goodwill, copyright, trademark, patent, trade secret and all other intellectual property rights worldwide in any Work Products originated and prepared under this Contract. **CONTRACTOR** further agrees to execute any documents necessary for **CITY** to perfect, memorialize, or record **CITY'S** ownership of rights provided herein.

**CONTRACTOR** agrees that a monetary remedy for breach of this Contract may be inadequate, impracticable, or difficult to prove and that a breach may cause **CITY** irreparable harm. **CITY** may therefore enforce this requirement by seeking injunctive relief and specific performance, without any necessity of showing actual damage or irreparable harm. Seeking injunctive relief or specific performance does not preclude **CITY** from seeking or obtaining any other relief to which **CITY** may be entitled.

For all Work Products delivered to **CITY** that are not originated or prepared by **CONTRACTOR** or its Subcontractors under this Contract, **CONTRACTOR** shall secure a grant, at no cost to **CITY**, for a non-exclusive perpetual license to use such Work Products for any **CITY** purposes.

**CONTRACTOR** shall not provide or disclose any Work Product to any third party without prior written consent of **CITY**.

Any subcontract entered into by **CONTRACTOR** relating to this Contract shall include this provision to contractually bind its Subcontractors performing work under this Contract such that **CITY'S** ownership and license rights of all Work Products are preserved and protected as intended herein.



## **PSC-22. Data Protection**

- A. **CONTRACTOR** shall protect, using the most secure means and technology that is commercially available, **CITY**-provided data or consumer-provided data acquired in the course and scope of this Contract, including but not limited to customer lists and customer credit card or consumer data, (collectively, the "City Data"). **CONTRACTOR** shall notify **CITY** in writing as soon as reasonably feasible, and in any event within twenty-four hours, of **CONTRACTOR'S** discovery or reasonable belief of any unauthorized access of City Data (a "Data Breach"), or of any incident affecting, or potentially affecting City Data related to cyber security (a "Security Incident"), including, but not limited to, denial of service attack, and system outage, instability or degradation due to computer malware or virus. **CONTRACTOR** shall begin remediation immediately. **CONTRACTOR** shall provide daily updates, or more frequently if required by **CITY**, regarding findings and actions performed by **CONTRACTOR** until the Data Breach or Security Incident has been effectively resolved to **CITY'S** satisfaction. **CONTRACTOR** shall conduct an investigation of the Data Breach or Security Incident and shall share the report of the investigation with **CITY**. At **CITY'S** sole discretion, **CITY** and its authorized agents shall have the right to lead or participate in the investigation. **CONTRACTOR** shall cooperate fully with **CITY**, its agents and law enforcement.
- B. If **CITY** is subject to liability for any Data Breach or Security Incident, then **CONTRACTOR** shall fully indemnify and hold harmless **CITY** and defend against any resulting actions.

## **PSC-23. Insurance**

During the term of this Contract and without limiting **CONTRACTOR'S** obligation to indemnify, hold harmless and defend **CITY**, **CONTRACTOR** shall provide and maintain at its own expense a program of insurance having the coverages and limits not less than the required amounts and types as determined by the Office of the City Administrative Officer of Los Angeles, Risk Management (template Form General 146 in Exhibit 1 hereto). The insurance must: (1) conform to **CITY'S** requirements; (2) comply with the Insurance Contractual Requirements (Form General 133 in Exhibit 1 hereto); and (3) otherwise be in a form acceptable to the Office of the City Administrative Officer, Risk Management. **CONTRACTOR** shall comply with all Insurance Contractual Requirements shown on Exhibit 1 hereto. Exhibit 1 is hereby incorporated by reference and made a part of this Contract.

## **PSC-24. Best Terms**

Throughout the term of this Contract, **CONTRACTOR**, shall offer **CITY** the best terms, prices, and discounts that are offered to any of **CONTRACTOR'S** customers for similar goods and services provided under this Contract.

**PSC-25. Warranty and Responsibility of Contractor**

**CONTRACTOR** warrants that the work performed hereunder shall be completed in a manner consistent with professional standards practiced among those firms within **CONTRACTOR'S** profession, doing the same or similar work under the same or similar circumstances.

**PSC-26. Mandatory Provisions Pertaining to Non-Discrimination in Employment**

Unless otherwise exempt, this Contract is subject to the applicable non-discrimination, equal benefits, equal employment practices, and affirmative action program provisions in LAAC Section 10.8 et seq., as amended from time to time.

- A. **CONTRACTOR** shall comply with the applicable non-discrimination and affirmative action provisions of the laws of the United States of America, the State of California, and **CITY**. In performing this Contract, **CONTRACTOR** shall not discriminate in any of its hiring or employment practices against any employee or applicant for employment because of such person's race, color, religion, national origin, ancestry, sex, sexual orientation, gender, gender identity, age, disability, domestic partner status, marital status or medical condition.
- B. The requirements of Section 10.8.2.1 of the LAAC, the Equal Benefits Ordinance, and the provisions of Section 10.8.2.1(f) are incorporated and made a part of this Contract by reference.
- C. The provisions of Section 10.8.3 of the LAAC are incorporated and made a part of this Contract by reference and will be known as the "Equal Employment Practices" provisions of this Contract.
- D. The provisions of Section 10.8.4 of the LAAC are incorporated and made a part of this Contract by reference and will be known as the "Affirmative Action Program" provisions of this Contract.

Any subcontract entered into by **CONTRACTOR** for work to be performed under this Contract must include an identical provision.

**PSC-27. Child Support Assignment Orders**

**CONTRACTOR** shall comply with the Child Support Assignment Orders Ordinance, Section 10.10 of the LAAC, as amended from time to time. Pursuant to Section 10.10(b) of the LAAC, **CONTRACTOR** shall fully comply with all applicable State and Federal employment reporting requirements. Failure of **CONTRACTOR** to comply with all applicable reporting requirements or to implement lawfully served Wage and Earnings Assignment or Notices of Assignment, or the failure of any principal owner(s) of **CONTRACTOR** to comply with any Wage and Earnings Assignment or Notices of Assignment applicable to them personally, shall constitute a default by the **CONTRACTOR** under this Contract. Failure of **CONTRACTOR** or principal owner to cure

the default within 90 days of the notice of default will subject this Contract to termination for breach. Any subcontract entered into by **CONTRACTOR** for work to be performed under this Contract must include an identical provision.

**PSC-28. Living Wage Ordinance**

**CONTRACTOR** shall comply with the Living Wage Ordinance, LAAC Section 10.37 *et seq.*, as amended from time to time. **CONTRACTOR** further agrees that it shall comply with federal law proscribing retaliation for union organizing. Any subcontract entered into by **CONTRACTOR** for work to be performed under this Contract must include an identical provision.

**PSC-29. Service Contractor Worker Retention Ordinance**

**CONTRACTOR** shall comply with the Service Contractor Worker Retention Ordinance, LAAC Section 10.36 *et seq.*, as amended from time to time. Any subcontract entered into by **CONTRACTOR** for work to be performed under this Contract must include an identical provision.

**PSC-30. Access and Accommodations**

**CONTRACTOR** represents and certifies that:

- A. **CONTRACTOR** shall comply with the Americans with Disabilities Act, as amended, 42 U.S.C. Section 12101 *et seq.*, the Rehabilitation Act of 1973, as amended, 29 U.S.C. Section 701 *et seq.*, the Fair Housing Act, and its implementing regulations and any subsequent amendments, and California Government Code Section 11135;
- B. **CONTRACTOR** shall not discriminate on the basis of disability or on the basis of a person's relationship to, or association with, a person who has a disability;
- C. **CONTRACTOR** shall provide reasonable accommodation upon request to ensure equal access to **CITY**-funded programs, services and activities;
- D. Construction will be performed in accordance with the Uniform Federal Accessibility Standards (UFAS), 24 C.F.R. Part 40; and
- E. The buildings and facilities used to provide services under this Contract are in compliance with the federal and state standards for accessibility as set forth in the 2010 ADA Standards, California Title 24, Chapter 11, or other applicable federal and state law.

**CONTRACTOR** understands that **CITY** is relying upon these certifications and representations as a condition to funding this Contract. Any subcontract entered into by **CONTRACTOR** for work to be performed under this Contract must include an identical provision.

### **PSC-31. Contractor Responsibility Ordinance**

**CONTRACTOR** shall comply with the Contractor Responsibility Ordinance, LAAC Section 10.40 *et seq.*, as amended from time to time.

### **PSC-32. Business Inclusion Program**

Unless otherwise exempted prior to bid submission, **CONTRACTOR** shall comply with all aspects of the Business Inclusion Program as described in the Request for Proposal/Qualification process, throughout the duration of this Contract. **CONTRACTOR** shall utilize the Business Assistance Virtual Network ("BAVN") at <https://www.labavn.org/>, to perform and document outreach to Minority, Women, and Other Business Enterprises. **CONTRACTOR** shall perform subcontractor outreach activities through BAVN. **CONTRACTOR** shall not change any of its designated Subcontractors or pledged specific items of work to be performed by these Subcontractors, nor shall **CONTRACTOR** reduce their level of effort, without prior written approval of **CITY**.

### **PSC-33. Slavery Disclosure Ordinance**

**CONTRACTOR** shall comply with the Slavery Disclosure Ordinance, LAAC Section 10.41 *et seq.*, as amended from time to time. Any subcontract entered into by **CONTRACTOR** for work to be performed under this Contract must include an identical provision.

### **PSC-34. First Source Hiring Ordinance**

**CONTRACTOR** shall comply with the First Source Hiring Ordinance, LAAC Section 10.44 *et seq.*, as amended from time to time. Any subcontract entered into by **CONTRACTOR** for work to be performed under this Contract must include an identical provision.

### **PSC-35. Local Business Preference Ordinance**

**CONTRACTOR** shall comply with the Local Business Preference Ordinance, LAAC Section 10.47 *et seq.*, as amended from time to time. Any subcontract entered into by **CONTRACTOR** for work to be performed under this Contract must include an identical provision.

### **PSC-36. Iran Contracting Act**

In accordance with California Public Contract Code Sections 2200-2208, all contractors entering into, or renewing contracts with **CITY** for goods and services estimated at \$1,000,000 or more are required to complete, sign, and submit the "Iran Contracting Act of 2010 Compliance Affidavit."

### **PSC-37. Restrictions on Campaign Contributions and Fundraising in City Elections**

Unless otherwise exempt, if this Contract is valued at \$100,000 or more and requires approval by an elected **CITY** office, **CONTRACTOR**, **CONTRACTOR'S** principals, and **CONTRACTOR'S** Subcontractors expected to receive at least \$100,000 for performance under the Contract, and the principals of those Subcontractors (the "Restricted Persons")

shall comply with Charter Section 470(c)(12) and LAMC Section 49.7.35. Failure to comply entitles **CITY** to terminate this Contract and to pursue all available legal remedies. Charter Section 470(c)(12) and LAMC Section 49.7.35 limit the ability of the Restricted Persons to make campaign contributions to and engage in fundraising for certain elected **CITY** officials or candidates for elected **CITY** office for twelve months after this Contract is signed. Additionally, a **CONTRACTOR** subject to Charter Section 470(c)(12) is required to comply with disclosure requirements by submitting a completed and signed Ethics Commission Form 55 and to amend the information in that form as specified by law. Any **CONTRACTOR** subject to Charter Section 470(c)(12) shall include the following notice in any contract with any Subcontractor expected to receive at least \$100,000 for performance under this Contract:

“Notice Regarding Restrictions on Campaign Contributions and Fundraising in City Elections

You are a subcontractor on City of Los Angeles Contract # \_\_\_\_\_ . Pursuant to the City of Los Angeles Charter Section 470(c)(12) and related ordinances, you and your principals are prohibited from making campaign contributions to and fundraising for certain elected City of Los Angeles (“**CITY**”) officials and candidates for elected **CITY** office for twelve months after the **CITY** contract is signed. You are required to provide the names and contact information of your principals to the **CONTRACTOR** and to amend that information within ten business days if it changes during the twelve month time period. Failure to comply may result in termination of this Contract and any other available legal remedies. Information about the restrictions may be found online at [ethics.lacity.org](http://ethics.lacity.org) or by calling the Los Angeles City Ethics Commission at (213) 978-1960.”

**PSC-38.** Contractors’ Use of Criminal History for Consideration of Employment Applications

**CONTRACTOR** shall comply with the City Contractors’ Use of Criminal History for Consideration of Employment Applications Ordinance, LAAC Section 10.48 *et seq.*, as amended from time to time. Any subcontract entered into by **CONTRACTOR** for work to be performed under this Contract must include an identical provision.

**PSC-39.** Limitation of City’s Obligation to Make Payment to Contractor

Notwithstanding any other provision of this Contract, including any exhibits or attachments incorporated therein, and in order for **CITY** to comply with its governing legal requirements, **CITY** shall have no obligation to make any payments to **CONTRACTOR** unless **CITY** shall have first made an appropriation of funds equal to or in excess of its obligation to make any payments as provided in this Contract. **CONTRACTOR** agrees that any services provided by **CONTRACTOR**, purchases made by **CONTRACTOR** or expenses incurred by **CONTRACTOR** in excess of the appropriation(s) shall be free and without charge to **CITY** and **CITY** shall have no obligation to pay for the services, purchases or expenses. **CONTRACTOR** shall have no obligation to provide any services,

provide any equipment or incur any expenses in excess of the appropriated amount(s) until **CITY** appropriates additional funds for this Contract.

**PSC-40. Compliance with Identity Theft Laws and Payment Card Data Security Standards**

**CONTRACTOR** shall comply with all identity theft laws including without limitation, laws related to: (1) payment devices; (2) credit and debit card fraud; and (3) the Fair and Accurate Credit Transactions Act ("FACTA"), including its requirement relating to the content of transaction receipts provided to Customers. **CONTRACTOR** also shall comply with all requirements related to maintaining compliance with Payment Card Industry Data Security Standards ("PCI DSS"). During the performance of any service to install, program or update payment devices equipped to conduct credit or debit card transactions, including PCI DSS services, **CONTRACTOR** shall verify proper truncation of receipts in compliance with FACTA.

**PSC-41. Compliance with California Public Resources Code Section 5164**

California Public Resources Code Section 5164 prohibits a public agency from hiring a person for employment or as a volunteer to perform services at any park, playground, or community center used for recreational purposes in a position that has supervisory or disciplinary authority over any minor, if the person has been convicted of certain crimes as referenced in the Penal Code, and articulated in California Public Resources Code Section 5164(a)(2).

If applicable, **CONTRACTOR** shall comply with California Public Resources Code Section 5164, and shall additionally adhere to all rules and regulations that have been adopted or that may be adopted by **CITY**. **CONTRACTOR** is required to have all employees, volunteers and Subcontractors (including all employees and volunteers of any Subcontractor) of **CONTRACTOR** working on premises to pass a fingerprint and background check through the California Department of Justice at **CONTRACTOR'S** sole expense, indicating that such individuals have never been convicted of certain crimes as referenced in the Penal Code and articulated in California Public Resources Code Section 5164(a)(2), if the individual will have supervisory or disciplinary authority over any minor.

**PSC-42. Possessory Interests Tax**

Rights granted to **CONTRACTOR** by **CITY** may create a possessory interest. **CONTRACTOR** agrees that any possessory interest created may be subject to California Revenue and Taxation Code Section 107.6 and a property tax may be levied on that possessory interest. If applicable, **CONTRACTOR** shall pay the property tax. **CONTRACTOR** acknowledges that the notice required under California Revenue and Taxation Code Section 107.6 has been provided.

#### **PSC-43. Confidentiality**

All documents, information and materials provided to **CONTRACTOR** by **CITY** or developed by **CONTRACTOR** pursuant to this Contract (collectively "Confidential Information") are confidential. **CONTRACTOR** shall not provide or disclose any Confidential Information or their contents or any information therein, either orally or in writing, to any person or entity, except as authorized by **CITY** or as required by law. **CONTRACTOR** shall immediately notify **CITY** of any attempt by a third party to obtain access to any Confidential Information. This provision will survive expiration or termination of this Contract.

#### **PSC-44. COVID-19**

Employees of Contractor and/or persons working on its behalf, including, but not limited to, subcontractors (collectively, "Contractor Personnel"), while performing services under this Agreement and prior to interacting in person with City employees, contractors, volunteers, or members of the public (collectively, "In-Person Services") must be fully vaccinated against the novel coronavirus 2019 ("COVID-19"). "Fully vaccinated" means that 14 or more days have passed since Contractor Personnel have received the final dose of a two-dose COVID-19 vaccine series (Moderna or Pfizer-BioNTech) or a single dose of a one-dose COVID-19 vaccine (Johnson & Johnson/Janssen) and all booster doses recommended by the Centers for Disease Control and Prevention. Prior to assigning Contractor Personnel to perform In-Person Services, Contractor shall obtain proof that such Contractor Personnel have been fully vaccinated. Contractor shall retain such proof for the document retention period set forth in this Agreement. Contractor shall grant medical or religious exemptions ("Exemptions") to Contractor Personnel as required by law. If Contractor wishes to assign Contractor Personnel with Exemptions to perform In-Person Services, Contractor shall require such Contractor Personnel to undergo weekly COVID-19 testing, with the full cost of testing to be borne by Contractor. If Contractor Personnel test positive, they shall not be assigned to perform In-Person Services or, to the extent they have already been performing In-Person Services, shall be immediately removed from those assignments. Furthermore, Contractor shall immediately notify City if Contractor Personnel performing In-Person Services (1) have tested positive for or have been diagnosed with COVID-19, (2) have been informed by a medical professional that they are likely to have COVID-19, or (3) meet the criteria for isolation under applicable government orders.

#### **PSC-45. Contractor Data Reporting**

If Contractor is a for-profit, privately owned business, Contractor shall, within 30 days of the effective date of the Contract and on an annual basis thereafter (i.e., within 30 days of the annual anniversary of the effective date of the Contract), report the following information to City via the Regional Alliance Marketplace for Procurement ("RAMP") or via another method specified by City: Contractor's and any Subcontractor's annual revenue, number of employees, location, industry, race/ethnicity and gender of majority owner ("Contractor/Subcontractor Information"). Contractor shall further request, on an annual basis, that any Subcontractor input or update its business profile, including the Contractor/Subcontractor Information, on RAMP or via another method prescribed by City.

## **EXHIBIT 1**

### **INSURANCE CONTRACTUAL REQUIREMENTS**

**CONTACT** For additional information about compliance with City Insurance and Bond requirements, contact the Office of the City Administrative Officer, Risk Management at (213) 978-RISK (7475) or go online at [www.lacity.org/cao/risk](http://www.lacity.org/cao/risk). The City approved Bond Assistance Program is available for those contractors who are unable to obtain the City-required performance bonds. A City approved insurance program may be available as a low cost alternative for contractors who are unable to obtain City-required insurance.

### **CONTRACTUAL REQUIREMENTS**

#### **CONTRACTOR AGREES THAT:**

- 1. Additional Insured/Loss Payee.** The CITY must be included as an Additional Insured in applicable liability policies to cover the CITY'S liability arising out of the acts or omissions of the named insured. The CITY is to be named as an Additional Named Insured and a Loss Payee As Its Interests May Appear in property insurance in which the CITY has an interest, e.g., as a lien holder.
- 2. Notice of Cancellation.** All required insurance will be maintained in full force for the duration of its business with the CITY. By ordinance, all required insurance must provide at least thirty (30) days' prior written notice (ten (10) days for non-payment of premium) directly to the CITY if your insurance company elects to cancel or materially reduce coverage or limits prior to the policy expiration date, for any reason except impairment of an aggregate limit due to prior claims.
- 3. Primary Coverage.** CONTRACTOR will provide coverage that is primary with respect to any insurance or self-insurance of the CITY. The CITY'S program shall be excess of this insurance and non-contributing.
- 4. Modification of Coverage.** The CITY reserves the right at any time during the term of this Contract to change the amounts and types of insurance required hereunder by giving CONTRACTOR ninety (90) days' advance written notice of such change. If such change should result in substantial additional cost to CONTRACTOR, the CITY agrees to negotiate additional compensation proportional to the increased benefit to the CITY.
- 5. Failure to Procure Insurance.** All required insurance must be submitted and approved by the Office of the City Administrative Officer, Risk Management prior to the inception of any operations by CONTRACTOR.  
  
CONTRACTOR'S failure to procure or maintain required insurance or a self-insurance program during the entire term of this Contract shall constitute a material breach of this Contract under which the CITY may immediately suspend or terminate this Contract or, at its discretion, procure or renew such insurance to protect the CITY'S interests and pay any and all premiums in connection therewith and recover all monies so paid from CONTRACTOR.
- 6. Workers' Compensation.** By signing this Contract, CONTRACTOR hereby certifies that it is aware of the provisions of Section 3700 *et seq.*, of the California Labor Code which require every employer to be insured against liability for Workers' Compensation or to undertake



self-insurance in accordance with the provisions of that Code, and that it will comply with such provisions at all time during the performance of the work pursuant to this Contract.

**7. California Licensee.** All insurance must be provided by an insurer admitted to do business in California or written through a California-licensed surplus lines broker or through an insurer otherwise acceptable to the CITY. Non-admitted coverage must contain a **Service of Suit** clause in which the underwriters agree to submit as necessary to the jurisdiction of a California court in the event of a coverage dispute. Service of process for this purpose must be allowed upon an agent in California designated by the insurer or upon the California Insurance Commissioner.

**8. Aggregate Limits/Impairment.** If any of the required insurance coverages contain annual aggregate limits, CONTRACTOR must give the CITY written notice of any pending claim or lawsuit which will materially diminish the aggregate within thirty (30) days of knowledge of same. You must take appropriate steps to restore the impaired aggregates or provide replacement insurance protection within thirty (30) days of knowledge of same. The CITY has the option to specify the minimum acceptable aggregate limit for each line of coverage required. No substantial reductions in scope of coverage which may affect the CITY'S protection are allowed without the CITY'S prior written consent.

**9. Commencement of Work.** For purposes of insurance coverage only, this Contract will be deemed to have been executed immediately upon any party hereto taking any steps that can be considered to be in furtherance of or towards performance of this Contract. The requirements in this Section supersede all other sections and provisions of this Contract, including, but not limited to, PSC-3, to the extent that any other section or provision conflicts with or impairs the provisions of this Section.

# Required Insurance and Minimum Limits

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

Agreement/Reference: \_\_\_\_\_

Evidence of coverages checked below, with the specified minimum limits, must be submitted and approved prior to occupancy/start of operations. Amounts shown are Combined Single Limits ("CSLs"). For Automobile Liability, split limits may be substituted for a CSL if the total per occurrence equals or exceeds the CSL amount.

## Limits

### Workers' Compensation (WC) and Employer's Liability (EL)

WC Statutory

EL \_\_\_\_\_

☐ Waiver of Subrogation in favor of City

☐ Longshore & Harbor Workers

☐ Jones Act

### General Liability

☐ Products/Completed Operations

☐ Sexual Misconduct

☐ Fire Legal Liability

☐

### Automobile Liability (for any and all vehicles used for this contract, other than commuting to/from work)

### Professional Liability (Errors and Omissions)

Discovery Period \_\_\_\_\_

### Property Insurance (to cover replacement cost of building - as determined by insurance company)

☐ All Risk Coverage

☐ Boiler and Machinery

☐ Flood

☐ Builder's Risk

☐ Earthquake

☐

### Pollution Liability

☐

### Surety Bonds - Performance and Payment (Labor and Materials) Bonds

### Crime Insurance

Other: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**LOS ANGELES PUBLIC LIBRARY**  
**ENTERPRISE CAMERA AND ACCESS CONTROL SYSTEMS FOR CENTRAL AND BRANCH LIBRARIES**  
**EXHIBIT B**  
**CONTRACTOR PRICE LIST (REVISED MARCH 2022)**  
**CONTRACTOR: CONVERGINT TECHNOLOGIES, LLC**

A	IP Camera System		QTY	RFP Response (February 2021)		Revised Cost (March 2022)	
	Item No.	Description	Clarification	QTY	QYT Cost	Total Cost	Total Cost
		Exterior HDTV IP Cameras Vandal/Environmental Proof; Quote for 3 megapixel; automatic zoom/focus control (HDTV 1080p)		290	\$ 672.11	\$ 194,911.90	
	1	Interior HDTV IP Cameras Quote for 3 megapixel; automatic zoom/focus control (HDTV 1080p)	5 MP as per Amendment 6	1161	\$ 582.40	\$ 676,166.40	
	2	IP Camera Management Software	5 MP as per Amendment 6	1 lot	\$ 402,980.60	\$ 402,980.60	
	3	IP Camera Accessories	Includes 40 wall mounts and pendant kits.	1 lot	\$ 21,449.20	\$ 21,449.20	
	4	Network Video Controller with Network Storage Solution	Servers and Storage	1 lot	\$ 577,369.47	\$ 577,369.47	
	5	Client Workstations and Monitors	Includes 2 workstations and 4 monitors	1 lot	\$ 7,594.50	\$ 7,594.50	
	6	IP Camera Other	Includes cable and miscellaneous material	1 lot	\$ 223,785.66	\$ 223,785.66	
	7	Warranty and Freight		--	\$ -	\$ 76,444.16	
	8	Sales Tax		--	\$ -	\$ 207,491.29	
	9	IP Camera Labor	Engineering installation, programming, commissioning, CAD, and project management	1 lot	\$2,046,535.40	\$ 2,046,535.40	
	10	IP Camera System - TOTAL:		1 lot	--	\$ 4,424,346.63	

NOTE: Section A includes Additive Alternate 1 - Advanced VMS Features

B	Keyless Door Access Controls with Security Camera Monitors at Door		QTY	RFP Response (February 2021)		Revised Cost (March 2022)	
	Item No.	Description	Clarification	QTY	QYT Cost	Total Cost	Total Cost
	1	Keyless Entry Door Controls	Includes reuse of 92 existing electrified door hardware sets at Central Library	984	\$ 1,672.03	\$ 1,645,277.52	
	2	Entry Door Video Camera/Buzzer; Entry Door Video Monitor/Door Release Button at Reception Area for all 5 doors.	Reduced as per Amendment 6	2	\$ 1,904.37	\$ 3,808.74	
	3	Door Access Control Other	Includes cable and miscellaneous material	1 lot	\$ 282,952.90	\$ 282,952.90	
	4	Warranty and Freight		--	\$ -	\$ 67,621.45	
	5	Sales Tax		--	\$ -	\$ 183,543.94	

6	Door Access Control Labor	Engineering, installation, programming, commissioning, CAD, and project management. Providing, repairing, or certifying doors or door frames not included.	1 lot	\$1,856,679.18	\$ 1,856,679.18	
Keyless Door Access Control - TOTAL:				--	\$ 4,039,883.73	
					\$ 1,893,812.77	\$ 1,893,812.77
					--	\$ 4,313,653.41

C	Network Upgrade Requirements for Implementation of IP Camera Network			RFP Response (February 2021)		Revised Cost (March 2022)	
Item No.	Description	Clarification	QTY	QTY	Cost	QTY	Total Cost
1	HP Aruba 6000 24G CL4 4SFP	Substituted based on discontinued product	72		\$ 1,193.81	\$ 1,803.82	\$ 129,875.04
2	HP Aruba 6000 48G CL4 4SFP	Substituted based on discontinued product	16		\$ 1,907.87	\$ 2,749.13	\$ 43,986.08
3	HP Aruba 3810M 24SFP+250W Switch PDU	Substituted as per Amendment 3	1		\$ 13,371.13	\$ 14,663.51	\$ 14,663.51
4	HP Aruba 1G SFP LC SX 500m MMF XCVR	Substituted as per Amendment 3	32		\$ 193.05	\$ 126.17	\$ 4,037.44
5	12U Open Wall Mount Frame Rack	Added as per Amendment 3 and 6	6		\$ 1,495.95	\$ 1,495.95	\$ 8,975.70
6	Warranty and Freight	--	--		\$ -	\$ -	\$ 8,061.51
7	Sales Tax	--	--		\$ -	\$ -	\$ 19,146.09
8	Network Upgrade Labor	Included with IP Camera Labor	--		\$ -	\$ -	\$ -
Keyless Door Access Control - TOTAL:				--	\$ 163,855.27	\$ 228,745.37	\$ 228,745.37

Price Summary:		RFP Response (February 2021)	Revised Cost (March 2022)
A. IP Camera System		\$ 4,424,346.63	\$ 4,555,520.35
B. Keyless Door Access Controls with Security Camera Monitors at Door		\$ 4,039,883.73	\$ 4,313,653.41
C. Network Upgrade Requirements for Implementation of IP Camera Network		\$ 163,855.27	\$ 228,745.37
TOTAL:		\$ 8,628,085.63	\$ 9,097,919.13

# EXHIBIT C

## REQUEST FOR PROPOSALS

For

**ENTERPRISE SECURITY CAMERA AND ACCESS CONTROL SYSTEMS  
FOR CENTRAL AND BRANCH LIBRARIES  
LOS ANGELES PUBLIC LIBRARY**

**RFP # 44-024**

**REQUESTS FOR PROPOSALS  
FOR  
ENTERPRISE SECURITY CAMERA AND ACCESS CONTROL SYSTEMS  
FOR CENTRAL AND BRANCH LIBRARIES  
LOS ANGELES PUBLIC LIBRARY**

**DATE RFP Issued:** August 18, 2020

**Title:** RFP #44-024  
Enterprise Camera and Access Control Systems for 73  
LAPL Libraries

**Description:** The Los Angeles Public Library is seeking highly qualified Vendors with expertise in providing and installing access control systems, video security systems and providing maintenance services for this equipment.

**Website Address:** <http://www.labavn.org>  
Proposer must register on this website (Los Angeles Business Assistance Virtual Network) before they can access the RFP and updates.

**Term:** Five (5) Years with 2 years renewal options.

**Key Dates:**

Business Inclusion Program Outreach (BIP)	Must be submitted through <a href="http://www.labavn.org">http://www.labavn.org</a> 15 calendar days prior to the proposal due date
Proposal Due:	January 13, 2021, 2:00 p.m. (PST)
Proposal Delivery Address:	Los Angeles Public Library Board of Library Commissioners Office, 4 <sup>th</sup> Floor 630 W. 5th St., Los Angeles, CA 90071 Attn: Raquel Borden, Commission Executive Assistant II Telephone: 213-228-7530  (If hand-delivered, please deliver to the Library Security Desk on the first floor)
Proposal Delivery Email Address (if emailed)	<a href="mailto:rborden@lapl.org">rborden@lapl.org</a>
Pre-proposal Conference:	Tuesday, September 22, 2020 at 10:00 a.m. (PST) <b>ZOOM – Details available on Page 19 in the RFP.</b> (RSVP to Eloisa Sarao, <a href="mailto:esarao@lapl.org">esarao@lapl.org</a> )

**Contract Administrator:** Eloisa Sarao  
E-mail address: [esarao@lapl.org](mailto:esarao@lapl.org)  
Telephone: 213-228-7463

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- VIII. EVALUATION AND SELECTION PROCESS
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### **Attachments**

- |              |  |
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| Attachment 1 | Standard Provisions for City Contracts (Rev. 10/17 [v.3])                |
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### **Exhibits**

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### **Appendices**

- |            |  |
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| Appendix A | Detailed specifications of the access systems.                     |
| Appendix B | Detailed specifications of the enterprise security camera systems. |
| Appendix C | Detailed specifications of the VMS system                          |
| Appendix D | Central Library 1993 Security Camera Floor Plan                    |
| Appendix E | Map of Central Library   |
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# Enterprise Security Camera and Access Control Systems

## RFP #44-024

### I. SUMMARY

The purpose of this RFP is to acquire the services of an experienced and qualified Vendor (s) to provide, install, configure, and warranty new enterprise security video/camera, door access control, and video management systems at the Central and Branch Libraries of the Los Angeles Public Library (LAPL). Vendors may elect to team with distributors or other Vendors to meet the requirements of this RFP.

### II. INTRODUCTION

The Los Angeles Public Library (LAPL) is governed by the Board of Library Commissioners, whose members are appointed by the Mayor. The department director, the City Librarian, reports directly to the Mayor. LAPL has approximately 1,277 employees and an operating budget of \$205 million. The Los Angeles Public Library serves the largest population of any public library system in the United States, and each of the 72 branch libraries reflects and celebrates the unique qualities of the community it serves. Responsive to the needs of nearly four million Angelenos, LAPL provides a level of social, cultural, and educational services unmatched by any other public institution in Los Angeles.

The size of each of the 72 LAPL branches varies between 5,200 and 28,000 square feet. Several of the branch libraries have historic designations. The Central Library is the headquarters for the LAPL and opened originally in 1926. After the fire in 1986, the Central Library was renovated, rehabilitated, and was expanded to 538,000-square-foot. The Central Library opened to the public in 1993.

### III. BACKGROUND

LAPL currently hosts an assortment of cameras throughout its various buildings that lack both modern technology and a centralized means of playback access. The Central Library has 91 analog security cameras and access-controlled doors installed in 1993. The 72 Branch Libraries have standalone IP cameras and Panasonic NVR, which were installed between 2005 to the present.

The purpose of this Request for Proposal (RFP) is to acquire the services of an experienced and qualified vendor(s) to provide, design, install, configure, and warranty new enterprise security camera, door access control, and video management systems at the Central and 72 Branch Libraries. The system is to include the following: Video Security System (VSS), Access Control System (ACS), Video Management System (VMS), Servers and Storage, Warranty Services, Integration Services, and Training Services.

The total base amount of the proposal must include all associated costs, including but not limited to, shipping, handling, insurance, install, and devices cost. LAPL intends to do this project in various phases, and the budget associated with this project at this time is \$426,200. Additional funding for this project may be requested the next fiscal year.

### IV. SCOPE OF WORK AND SPECIFICATIONS OF THE EQUIPMENT

#### A. Access Control System

1. See Appendix A – Access Control Systems Detailed Specifications.
2. Provide and install internal and external door access control (DAC) units.
3. The system shall control access to authorized users during authorized times and provide an accounting for authorized users' access.



4. All public-use doors at LAPL libraries must have the ability to be scheduled for automatic release/secure to allow for public entry. LAPL has the additional need to be able to control the main entrances for staff arrival/departure. An internal reader that controls designated doors must be provided.
5. At all buildings, call buttons must be deployed at main entrances for communication with visitors during locked schedules. Those entrances must-have remote release capability along with audio/visual communication abilities.
6. The access control system should be able to be integrated with the enterprise security camera system to provide badge accounting evidence along with visual identification of the person using the badge at the time of entry to a building.
7. The system shall provide the ability to quickly secure a building as part of a lockdown or lockout response. This shall include the disabling badge access of non-essential personnel to a building during such an event. Physical buttons and card readers dedicated to generating lockdowns/lockouts are required, as is the ability to generate the desired event from the phone system (via dialed extension).
8. The Vendor is to provide keyless access control as needed, including a door release button and video camera monitor.
9. The proposed solution shall be the best fit of quality technology components that work together to create a well-designed, comprehensive, and effective access system that can integrate with enterprise security cameras and communications systems.
10. The proposer shall provide all software, hardware, and system programming for integration with the new ACS equipment.
11. Component equipment must be provided by manufacturers who do not limit LAPL's access to a particular reseller or integrator.
12. Installation must comply with the City of Los Angeles, Building and Safety (LADBS) wiring standards.
13. Installation may use existing pathways, J-hooks, cable trays, etc. where available. Core drills and conduit may be necessary for some instances, and additional patch panels may be required in the IDFs at some locations.
14. Door access controls shall be connected to handicap systems where applicable.
15. The Vendor is to replace/install all door hardware in all locations with modern hardware that integrates with the door access controls as needed
17. The Vendor will provide formal training to LAPL technical staff on the management of devices. In addition, the Vendor shall provide manufacturer certification to the Library staff.
18. The Vendor shall provide ongoing maintenance and support, including, but not limited to, equipment replacement, software upgrade, and system troubleshooting.
19. The Vendor shall provide written documentation and specific instructions for the system as installed.
20. Removal and recycling of existing video security equipment and unhindered cabling.

**B. Enterprise Security Video/Camera Systems**

1. See Appendix B – Enterprise Security Camera System Detailed Specification.

2. Provide full camera coverage of all areas, as designated in Appendix D (for Central Library only) Note that camera locations in the **Attachment D** are not meant to identify individual camera locations but to serve as a guide. Walkthroughs are required so that proposals adequately provide cameras to match the Library's needs. Specific camera/types, i.e., the degree of angle, operating environment, etc. should be decided by the proposer based on the location to be covered.
3. Include the necessary manufacturer-specified cabling to connect the IP cameras back to the appropriate IDF closet not to exceed industry standard length. The IP cameras will be integrated into the existing network. If cameras need to be repositioned after installation, this will be done at cost. If additional cameras are necessary to provide adequate coverage as described in the RFP, they will be added at no cost.
4. Provide and install all appropriate cabling to connect cameras to PoE switch
5. All IP Cameras should be HD ready. The proposer shall propose the appropriate megapixel and includes bandwidth calculation.
6. The proposer will provide the network switches. The proposer is to specify port counts needed to complete the project.
7. All interior fire doors should be outfitted to have a door release button installed at the reception area.
8. Removal and recycling of existing video security equipment and unhindered cabling.
9. Include appropriate Network video recorder and storage solution based on
  - a. 2- week recording intervals.
  - b. 4-week recording intervals.
  - c. 30-days recording intervals.

C. Video Management System (VMS)

1. See Appendix C – VMS Detailed Specification.
2. Provide and install VMS software for the integration of security video/camera and access control.
3. Configure the VMS Systems based on LAPL needs and requirements.
4. Test the VMS with each camera and DAC unit to verify proper operation.

D. Network Design

The submitted design should avoid any single points of failure. Any network upgrades or enhancements required shall be clearly defined in the proposal and will be reviewed by the Library staff.

E. Management

The integration software must include remote management capability, including the ability to focus and zoom all cameras and to retrieve data from the system over a network connection.

F. Numbers and Locations of Cameras and Door Hardware

The purpose of this RFP is to provide LAPL with full camera coverage and secure door access with Visitor Management capabilities. The Vendor will perform a site survey to determine the ideal locations for cameras and to ensure that all necessary door access hardware is provided for in the proposal. General locations for cameras and door access control locations are noted in Appendix E.

## G. Cabling

Structured cabling is required for IP security cameras and door access control units. Vendors are required to provide turnkey cabling pricing for the requested IP security cameras and door access control units. Each IP security camera and door access control unit UTP cabling run will terminate at the location identified on **Appendix F** and will have a **minimum of a 15-foot service loop** at the device end to potentially relocate the cable drop if necessary. Vendors are required to provide unit pricing for additional cable runs. This unit pricing may be used for any additions (or deductions) that may be necessary after installation has begun. All pricing is to include **Category 6** UTP cable, patch panels, termination jack/connector, cable support and labor based on the specifications detailed in this section.

### 1. Patch Panels Base Bid

The Vendor will supply and install CAT6 patch panels for the IP security cameras and door access control units at the MDF and at each of the IDFs as required to support the cable count. The Vendor will supply unit pricing for additions (or deductions) that may be necessary after installation has begun.

### 2. Device End Termination

The Vendor will terminate the device end jack in a small termination box (1 inch by 2 inch) at the device end and install a one-foot patch cable. A cable identification label will be placed on both the cable and the termination box.

### 3. Cable

The cabling infrastructure shall employ a copper medium, referred to as UTP (Unshielded Twisted Pair) cabling, commonly employed in commercial voice and data networks. To this extent, the finished infrastructure in total shall comply with the installation procedures used for such voice and data infrastructure builds as specified under TIA/EIA 568B standards concerning same. With regard to the preceding, the finished infrastructure initially shall serve to deploy an IP-based signaling format in the future without any substantial changes to the infrastructure as built. To that end, TIA/EIA stipulations to cable distances, methods, and manners shall require strict adherence. This infrastructure shall also meet the following specific criteria:

- The cabling infrastructure for IP security cameras and door access control units shall be **CAT6 plenum rated** cable. Horizontal UTP drop cabling shall be **plenum** rated with four (4) unshielded twisted pairs under a common sheath and that sheath shall be tested and approved for the environment into which it will reside.
- Horizontal drop cabling to the device (access points) shall be in a closet-based "star" topology.
- Horizontal UTP cabling from closet to device shall not exceed 90 meters (295 feet) in length.
- All new cable (UTP) shall be supported using existing cable support infrastructure (J- Hooks). If existing support structure is not available, new supports (J-Hooks) shall be installed where needed. Cable shall not lay on ceiling tiles nor tied to ceiling grid support wires.
- Cable shall be supported every five (5) feet.
- Failure to comply with cable support methods will result in a written warning. Failure to correct or repeated infractions may result in the Vendor being terminated from the project.
- The Vendor is responsible for neatly coring and sleeving through walls, floor, or ceilings as necessary to route cable into hallways, tech closets or other areas that require the devices (WLAN AP).
- The Vendor is also responsible for fire stopping all penetrations made and/or

used.

- The cable will be certified by the manufacturer to support 802.3af (POE) and 802.3at (POE Plus).
- Any firewalls penetrated to facilitate the routing of communication wiring shall, upon completion of that wiring, be fire stopped using approved methods as outlined in the National Electric Code, and all applicable State, County, and City ordinances. The contractor shall be responsible for fire stopping all penetrations used for routing of the contractor's cable regardless of who made the penetration access. The Vendor is responsible for coring, sleeving, and firestopping penetrations through walls, floor or ceilings as necessary to route cable into hallways ER/TR, or other areas that require IP security cameras and door access control units. The Vendor is also responsible for providing all necessary documentation to show that the fire stopping meets all applicable Federal, State, County, and City ordinances including a copy of the fire marshal approval.
- Horizontal UTP drop cabling shall be terminated via an IDC (insulation displacement connection) to a 110-RJ45 type jack in the patch panel.
- While the defined system is preferred under a single source manufacturer/supplier, for the purposes of meeting specification, the component parts of the infrastructure may be from multiple Vendor sources. The unshielded twisted pair (UTP) – a base proposal of Category 6 installation shall be part of a manufacturer's certified program to include a minimum 15-year warranty on the entire channel. Minimally, the UTP installation must include a Manufacturer's Performance Certification and a minimum 15-year warranty on all material and labor. The Certification may be through a single manufacturer that supplies all cabling and connectors or through a joint program (one manufacturer's cable combined with another manufacturer's connectors).
- The Vendor is responsible for applying for the performance warranty, as well as providing documentation of that warranty to LAPL.
- The cable specified shall be in conduit or raceway between the device and the wiring closet (MDF/IDF) in areas where the cable is exposed and not run behind walls or suspended above the ceiling. Cables tied to electrical conduits or laid on ceiling tiles will not be accepted.
- The cable installers will be certified by the manufacturer on the cable and components used.

Vendor must comply with all EIA / TIA specifications as well as local building codes.

## **V. Installation/Integration Services**

The following are the integration and training services required for this RFP. For these services, the pricing for the Base Bid will be presented using the forms Appendix G.

### **A. Video Security System Integration Services**

The Vendor will meet with the LAPL to confirm angle, direction, and configuration required for each camera. The LAPL will review the document with the Vendor and approve/modify the document. The Vendor will then generate a final document that will define the operation and functional specifications for the installation. Once installed, access to the camera will be tested, verified, and documented.

- Install all cabling and equipment according to State, Federal and Local codes.
- Install all equipment and software according to the manufacturer's specifications.
- Identify needs for all building penetrations, firestop, conduit and cable pathways for any exterior devices.

- Apply asset tags for all IP Cameras and Video Management devices. The LAPL will provide the asset tag.
- Remove all existing video surveillance cameras (approx. 65 cameras).

Label all system components. At a minimum the label should identify the device, the associated control equipment and the associated communications closet. Cable labels will identify all cabling associated with a device and be recorded on a cable identification document that will be delivered with the as-built documentation. The labeling scheme will be developed by the Vendor and approved by the LAPL.

#### B. Door Access Control System Integration Services

The Vendor will meet with the LAPL to develop the programming required for the system. The Vendor will develop a document that lists the detailed operation of the system, including the lock/unlock timing for each door, card access levels for each staff member, door monitoring/reporting parameters and alarm reporting. The LAPL will review the document with the Vendor and approve/modify the document. The Vendor will then generate a final document that will define the operation and functional specifications for the installation. Additional integration requirements are defined below:

- Install all cabling and equipment according to State, Federal and Local codes.
- Install all equipment and software according to the manufacturer's specifications.
- Identify needs for all building penetrations, firestop, conduit and cable pathways for any exterior devices.
- Install all door actuating equipment, associated components and any required electrical service for a fully functional system.
- Install and configure PC hardware, monitors, printers and all software for a fully functional system. Provide and install software that allows remote monitoring and control of the entire system across the LAPL network.
- Install software on up to five the LAPL computers that allows monitoring and control of the entire system. LAPL may request additional
- Program all proximity cards that are required for the LAPL staff, including temporary staff.

Label all system components. At a minimum the label should identify the device, the associated control equipment and the associate communications closet. Cable labels will identify all cabling associated with a device and be recorded on a cable identification document that will be delivered with the as-built documentation. The labeling scheme will be developed by the Vendor and approved by the LAPL.

#### C. Video Management System Installation

The Vendor shall meet with the LAPL prior to installation of the system to discuss all aspects and capabilities of the VMS system and cameras procured. Vendor will present to the LAPL all configuration options and get their input and let the LAPL choose how the system is to be used and configured. The Vendor will provide input as necessary. Based on these discussions, the Vendor will define an implementation plan that outlines the configuration of the system.

An implementation plan for the video security system will be developed by the Vendor. The implementation plan shall describe the detailed configuration of the network that is to be implemented. All plans must be presented to LAPL and their representative in a written format. Under no circumstances shall a plan be either finalized or implemented without the signed approval of both the LAPL and their representative. Based on this document, the installation personnel shall configure the system.

The implementation plan for the network shall consist at minimum of the following documents:

- Video Network Design Summary

- VLAN & QoS Requirements of the Data Network
- Document the camera Configuration Parameters (resolution, frame rate etc.)
- VMS Configuration Parameters (recording, storage, archiving etc.)
- Storage System Configuration Parameters
- Device Naming Conventions (will retain current configuration)
- Physical & Logical Designs (Ethernet PoE and non-PoE ports required, Camera/VMS IP addressing requirements)
- Diagrams (physical and logical network connectivity, rack elevation)

User Setup - All equipment (camera and VMS) requiring users to logon using a password shall be configured with user/site-specific passwords. No system/product default passwords shall be allowed. A Vendor account will not be created without the LAPL's permission.

D. Server & Storage Hardware Installation

The Vendor will -provided Server and Storage hardware, the provided systems will be racked in a LAPL-provided rack. The Vendor will be responsible for the turnkey operations of the servers and storage systems provided, including the installation and configuration of any hypervisor and operating system.

E. Network Configuration

The Vendor will not be responsible for making changes to the current data network. However, the Vendor will clearly identify in its proposal the physical and logical requirements from the data network.

F. Latest Firmware/Software

The latest released network hardware and software revisions/version will be provided and installed at the time of delivery. In the event a newer software or hardware revision/version is released after a portion of the proposed network has been installed, but before the entire network is deployed, the awarded Vendor shall upgrade the hardware and software at all other previously installed equipment to the latest version. In short, at the time of final contract acceptance and final contract payment, all network components installed will have the latest release level of hardware (firmware) and software.

G. Device Configuration

All network equipment that supports SNMP capability shall be configured to report traps to the network management station. All network equipment shall have SNMP agents enabled to supply SNMP Management Information Base (MIB) to the management station. The default SNMP communities (read, read/write) will be changed to values as defined by the LAPL.

Where applicable, all devices on the network will be configured as NTP (Network Time Protocol) clients and will receive their time from a designated NTP server. The NTP server could be the core switches or the primary servers at the LAPL's Network Headend.

Where applicable, all network equipment will be configured to obtain its configuration from a local flash and also from a TFTP server. It will be the responsibility of the Vendor to install, configure and test a TFTP server on the VMS station.

H. Device Connectivity

The Vendor will be responsible for providing connectivity between the equipment (VMS, Storage etc.) and the data center network switches. All installed cabling will be neatly dressed and routed through the cable management system if available. The label

machine and labels will be supplied by the installer. All installed copper patch cables will be neatly dressed in the cable management system where available or will use Velcro straps to professionally dress the cables. The color of the patch cables used for the IP Cameras will be green. The color of patch cables used for the Door Access Controllers will be red. All copper and fiber patch cables for connecting the proposed hardware will be supplied by Vendor.

I. TV Monitor Connectivity

There are several locations (primarily in office, lobby and other general areas) where a small form factor (SFF) workstation is connected to a TV monitor. The SFF workstation operates a client viewing software and is programmed to display various cameras in a matrix configuration. Additionally, there some locations where a SFF with a computer display is configured to view certain cameras or multiple cameras configured in a matrix configuration.

The Vendor must provide client software with the capabilities to view cameras in a matrix configuration for use on external monitors.

J. Time and Materials Labor Rate

The Vendor will provide a T&M labor rate that may be used by the LAPL for any work not covered directly by this contract.

K. System Testing

The Vendor will verify and demonstrate to the LAPL that all hardware, software, cabling and all other system components are functioning according to the specifications, the Vendor's proposal and the programming document that was developed with the LAPL. Additional testing requirements are defined below.

- Test the operation of all card readers and doors.
- Test system detection and outbound notifications of all alarm conditions, door open conditions, valid and invalid card reads and any other functions that are part of the system.
- Verify that all door lock/unlock programming is operating according to the programming document that was developed with the LAPL.
- Verify that the Security functions of the system are operating correctly, including monitoring of door contacts, motion sensors, glass break sensors and the interface with the fire alarm panel.

L. Cable Testing

The cable shall be tested after installation and meet all testing and installation requirements compliant with Category 6 based in part or all of the following standards:

- ANSI/TIA/EIA 568-B.1 – Commercial Building Telecommunications Cabling Standard, Part 1; General Requirements.
- ANSI/TIA/EIA 568-B.2-1 – Commercial Building Telecommunications Cabling Standard, Part 2; Balanced Twisted-Pair Cabling Component
- ANSI/TIA/EIA 569-B – Commercial Building Standards for Telecommunications Pathway and Spaces
- ISO/IEC 11801 for Category 6
- ANSI/TIA/EIA 606-A – Administration Standard for Commercial Telecommunications Infrastructure
- ANSI/TIA/EIA 607-A – Commercial Building Grounding (Earthing) and Bonding requirements for Telecommunications
- NFPA 70, National Electrical Code (NEC 2005)

Additionally, all cabling shall comply with the following requirements:

- The conductors of the pairs will be of solid copper construction.
- The cable type shall be plenum rated with 100% FEP for all areas within the building.
- This cable shall possess the ratings by UL (Underwriter's Laboratory) CMP as applies to the cable type and insulation.

Approved enhanced Category 6 UTP plenum cable product shall be manufactured by ADC (Krone), Belden/CDT, Berk-Tek, CommScope, General Cable, or Mohawk Cable and must be tested by ETL Intertek Testing Services and or approved by Underwriters Laboratories.

**M. Training Services – At NO COST to the LAPL**

The Vendor will provide training on all systems that are installed as a part of this RFP. The training services will be provided at no additional cost to the LAPL. The training services requirements are as follows:

During the design and integration process, the LAPL's technical personnel shall be involved and will interact with engineers performing these services. Training and knowledge shall be imparted to the LAPL's personnel during this process. It is understood that this process shall be followed as long as it does not impact the Vendor's process, progress and schedule.

Prior to the "go live" of the systems, the Vendor will coordinate with the LAPL on the training that will be provided. A training schedule will be established by the LAPL. The training shall consist of two training tracks, System Administration Training and End User Training, and shall be provided at no cost to the LAPL.

**N System Administrator Training – At NO COST to the LAPL**

A minimum of **two hours** will be dedicated for the system administration training. The complete training will be conducted as two separate sessions. The training will be conducted on-site and on the system implemented at the LAPL (at no cost to the LAPL). At this training, the Vendor will review and demonstrate:

- The configuration of the VMS as deployed
- The configuration of the cameras as deployed
- Adding user and restricting access levels
- Additional features of the system (that may have not been implemented)
- Basic and advanced search techniques
- Video archiving and retrieval
- Download and record archived video
- Storage system maintenance
- Day-to-day maintenance of the system
- Add additional cameras/devices to the system
- System and camera software/firmware upgrades (minor)
- Remote viewing (view only mode) functions.
- Management system operation and reporting

Other details of this training session will be discussed at the design meeting.

**O. End User Training - At NO COST to the LAPL**

A minimum of **FOUR two 2-hour** sessions will be held for the **end user training**.



Training must be at no cost to the LAPL. The training will be conducted on-site and, on the system, implemented at the LAPL. At this training, the Vendor will review and demonstrate:

- Remote viewing (view only mode) functions
- Retrieval of archived video (if allowed by the user's privilege)
- Setting and changing user preferences

Other details of this training session will be discussed at the design meeting.

P. Documentation

The Vendor shall compile and distribute to LAPL's representatives, two (2) complete sets of documentation. The Vendor is required to submit electronic copies of all the documentation provided in an organized format. The electronic copy shall be organized and indexed and delivered on a thumb drive media.

The Vendor will provide upon project completion, the system design and configuration documents. This documentation will be delivered in the form of drawings, spreadsheets, databases etc. that would represent the details of equipment placed within the buildings.

It is our belief that a foundation of proper documentation is the key to the long-term supportability of the video network. The Vendor's documentation package shall include the information described below and will be provided to the LAPL in both paper and electronic form. Standard format for the files is an appropriate application from the Microsoft Office suite and the Microsoft Visio application suite. To be included in a typical documentation package are:

- Rack Elevation Drawings
- Appendices –
  - Building drawings showing the location of all installed hardware components.
  - A cable identification document identifying all cabling referenced to the associated hardware for each building
  - A cable identification document that identifies all door contacts, sensors and all alarm wiring for each building.
  - Inventory that includes building, location within building, device, manufacturer, model name, serial number, and asset tag number
  - Operation manuals and specification sheets for all hardware and cabling.
  - Operation manuals and training materials for all software.
  - Manufacturer's warranty for all system components including cabling.
  - Vendors warranty for installation services.
  - Softcopy: Configuration Files: Backup configuration files (.cdb, .cfg,) will be saved in softcopy from all appropriate installed equipment. These files would be used in the event that the original configuration file on the equipment gets corrupted and becomes unusable. Softcopy of all the documentation files provided as part of the documentation package.

Q. Installation Assurances

The Vendor will describe the following:

- The implementation team and their roles in ensuring a successful cutover to the Library network.
- The resources that will be available at cutover to address unforeseen problems
- Any anticipated disruptions in service during the cutover period.
- Responsibilities required of the LAPL to help ensure a successful cutover.

R. Project Closeout

- Upon notification of the project's completion, an electronic copy of the punch list will be prepared and presented to the Vendor.
- To facilitate the close out process, the Vendor will present a complete list of all punch list items resolved with the date and item(s) completed, resolution documented and be returned to the LAPL in an electronic format.
- In accordance to the payment terms, the Vendor will submit final AIA Document G702 Application and Certificate for Payment.
- The LAPL's representative will present Sign Off / Closeout documents to the Vendor for signatures. A copy of the document will be given to the Vendor.
- Manufacturer warranty for equipment will commence only upon building / phase closeout and will extend through the manufacturer provided warranty.
- The LAPL reserves the right to inspect and approve or reject the installation before signoff. If the LAPL rejects the workmanship or equipment functionally, the Vendor must repair or replace at their cost.

S. Base System Warranty

1. Components and Term

Included in the base proposal, a **3-year extended warranty** will be required for all Critical and Non- Critical Components:

a. Critical Components

- Server hardware (optional if provided)
- Storage systems (optional if provided)
- IP Cameras
- Door Access Control Hardware

An option to extend to **years 4 and 5** will be provided in **Add Alternate 1**. Manufacturer warranty certificates must be provided for all hardware equipment. All warranties will commence upon Final Acceptance.

2. Coverage

The proposed extended warranty at a minimum, should include the following services during this warranty period:

a. Routine services to include:

- Telephone support to diagnose warranty issues for both critical and non-critical components
- 5 x 8 x 4 hour NBD hardware replacement with an on-site technician for critical components
- 5 x 8 x 4 hour return to depot hardware replacement for non-critical components

b. Emergency response service with a guaranteed response time, location of dispatch by responding party and process to be followed for the following events:

- Complete system outage.

The Vendor will describe:

c. Warranty coverage hours for the services described above (i.e., hours/days of coverage)

- d. Equipment replacement procedures (onsite and depot parts repair and replacement)
- e. Response procedure for:
  - Escalation calls
  - First-time response to service calls (callback time)

All manufacturer warranties will begin as noted in the Project Closeout section.

T. Other Costs

If any costs are associated with your proposed services that have not been identified in prior sections, they must be detailed in **Appendix G**. Any such charges will be clearly identified and all non-recurring and monthly costs provided.

U. Price Stability Guarantee

For the entire Contract term, the Vendor must guarantee to provide the devices and/or services at the rates provided in its proposal. However, in the event of a price decrease for any awarded device at any time during the Contract term, the LAPL shall be notified immediately. Price decreases will apply to all subsequent POs received by the Vendor after the date of the price reduction. In the event that the manufacturer decreases Vendor cost, for whatever reason, this decrease shall be reflected in an updated price and notice shall be sent within 5 business days to the LAPL. The basis of any discounts to the Education List Price or other pricing schedules must be made available to the LAPL.

V. New Materials

All equipment quoted by Vendor shall be new. The RFP requests that the Vendors propose a completely new solution that balances cost, performance, and technology. The equipment that has either reached or an announcement has been made for End-of-Life, End-of Support, or End-of-Sales will not be entertained.

The latest released system hardware and software version must be installed at the time of delivery. In the event a new software or hardware version is released after a portion of the system has been installed, but before the entire system is deployed, the Vendor shall upgrade the hardware and software at all other previously installed locations to the latest version. In short, at the time of final contract acceptance and final contract payment, all system components installed will have the latest release level of hardware and software.

All products proposed in the response must be "customer shipping or production" status at the time of the proposal response. The Vendor may not bid products based on future releases of hardware and/or software. If the Vendor is unable to provide the proposed product(s) or feature(s) by the proposed delivery date, the Vendor will provide a resolution of equal or greater value to the Library, at no additional charge to the Library, including services required to implement the solution.

W. Specification Sheets

The Vendor must provide specification sheets (soft copies) for all products (cameras, management systems, mounts, etc.) proposed. An electronic copy of these specifications' sheets would suffice.

## VI. **QUALIFICATIONS OF VENDORS**

A. Proposer Qualifications

The Library reserves the right to disqualify proposals failing to meet minimum requirements. To be considered for evaluation, the proposal must demonstrate how the proposer meets all provisions of this section:

1. Proposer shall have a minimum of five years of experience in design, installation, testing, and maintenance of access control systems.

2. The proposer shall meet the full scope of work listed herein. The LAPL shall not accept proposals that offer to provide only a portion of the work.
3. Proposers must maintain a local service facility within 100 miles of Los Angeles, which stocks spare devices and components for servicing the systems.
4. The proposer must have performed successful installation and maintenance of at least three (3) projects similar in scope and size and provide references to document these projects
5. The proposer shall be fully certified by the manufacturer to sell, install, and maintain all system components required for the solution. Please attached the certification issued by the manufacturer.

**B. References**

1. Provide five (5) professional references from current or former customers for similar projects. LAPL shall use these contacts for reference checks.
2. Provide company name, contact name, current telephone, e-mail address, and years of service to this customer.

References must verify the quality of previous, related work. LAPL may check to determine if references provided support Proposer's ability to comply with the requirements of this RFP. LAPL may use references to obtain additional information or verify any information needed.

**C. Brief Overview of your firm's history and personnel.**

This section should include but is not limited to the following information:

1. How long has your firm been in business?
2. How long has your firm represented the system that will be provided?
3. Describe the proposer's responsibilities and scope of work for three (3) customers listed in Section VI, B, References, preferably organizations of similar size.
4. Provide the number of Libraries and public buildings installations proposer has installed within the last year.

**D. Key Personnel**

1. Name the person who will be in direct charge of work and will serve as the Supervisor for work performed under this contract.
2. Detail relevant qualifications and experience, including the length of time in this position and relevant degrees, certifications, and licenses.
3. List all other key individuals who will serve under this contract and describe the individual's relevant qualifications.

**E. Equipment**

**1. Access Control Systems**

Provide specifications for equipment and installation. Include a quick reference showing the various equipment in your response. Equipment may include but is not limited to, the following:

- a. Proximity card readers and printers.
- b. Access cards
- b. Electric door locks.
- c. Magnetic door locks.
- d. Controllers.
- e. Emergency door releases.
- f. Access control panels and enclosures, as necessary.
- g. Cabling and wiring

- h. Camera/Intercom entry system that can interface with the Library's existing VoIP phone system.
  - i. 2D barcode capability.
2. Enterprise Security Camera Systems
- Provide specifications for equipment and installation. Include a quick reference showing the various equipment in your response. Equipment may include but is not limited to, the following:
- a. IP Cameras, HDR and WDR
  - b. Switches
  - c. Network Storage Solution
  - d. Audio capabilities
  - e. Color Night Vision
  - f. Network Video Recorder
  - g. Real-Time Security Monitoring
  - h. Cabling and wiring.
  - i. Video compression
  - j. Extreme Weather Rating
  - k. Interface with the access control systems.
  - l. IP Camera Management Software
  - m. IP Camera Accessories such as brackets, mounts
  - n. Power connectivity
  - o. Network infrastructure (wireless, Cat6, cable runs
  - p. Software and hardware associated to the project
  - r. Monitors and connectivity.
  - s. Security Based Monitoring Station.

## **VII. IMPLEMENTATION**

### **A. Implementation**

It is the intent of LAPL to start the deployment of the equipment and integration services requested in the RFP in January 2021.

### **B. Project Plan**

The Vendor shall provide a full installation schedule showing the workflow using a graphical representation (i.e., Gantt chart or similar tool). The Vendor's installation schedule should indicate the size of each crew working in the building daily, along with timelines for building project completion. All punch list items associated with this project must be complete by the noted completion date.

### **C. Work Hours**

Work schedule must be coordinated with LAPL Staff.

## **VIII. EVALUATION AND SELECTION PROCESS**

Proposals meeting the requirements outlined below will be evaluated by LAPL Staff. Each proposal will be evaluated by criteria and priorities as defined by LAPL. The Library Staff may request further clarification in gaining additional understanding of Proposals. A response to a clarification request must be to clarify or explain portions of the already submitted proposal and may not contain new information not included in the original proposal.

In awarding the Contract, the review team may take into consideration the proposer's skill, facilities, capacity, experience, support capabilities, previous work record, costs, the necessity of prompt and efficient completion of the work described in the proposal documents, or other factors LAPL considers relevant. Inability of Contractor to meet these conditions may be cause for rejection of the proposal. LAPL reserves the right to utilize the evaluation rubric as a part of the decision-making process and not as the sole evaluation tool.

- A. Each Proposal response will be evaluated utilizing these evaluation criteria based on a 100-point scale.

Item Evaluated Possible Points:

1. System(s) proposed: 25 Points  
System evaluation criteria points are based on the ability of system and subsystems to meet the project needs. Capability of Vendor to provide integrated IP Security Camera solution and enterprise security camera.
2. Proposer: 10 points  
Proposer evaluation criteria points are based on similar project references and years in business performing work similar in nature to the scope of this project.
  - References/Similarity of Past Projects (5 points)
    - 4-5 points:  
All three references are favorable and all three are similar to the project and organization as specified in this RFP.
    - 2-3 points:  
All three references are favorable and one or two are not similar to the project and organization as specified in this RFP.
    - 0-1 points:  
Any reference provides unfavorable comments about the Proposer. Or all three references are favorable but none are similar to the project and organization as specified in this RFP.
  - Years in Business (5 points)
    - 5 points: The Proposer has been performing work similar to the scope of this project for at least five (5) years. Proposers with less than 5 years of experience will receive a percentage of the total points.
3. Installation Capability: 5 Points
  - 5 points. Installation Capability is based on the number and qualifications of certified technicians, and the Proposer's proven capability to meet project deadlines (from information gathered from references).
  - 5 points: The proposer employs five (5) or more technicians who have manufacturer certification and project experience for each sub-system.
  - 0-4 points: The proposer employs between one (1) and four (4) technicians who have manufacturer certification and project experience for each sub-system.
4. Ongoing Support Capabilities: 15 Points  
Installation Capability is based on the number and qualifications of local certified and trained technicians, and the Proposer's proven capability to meet project deadlines (from information gathered from references).
  - 7.5 points: The proposer employs at least one or more local technicians (within 100 miles) who have manufacturer certification and project experience.
  - 7.5 points: The proposer employs three (3) or more local technicians (within 100 miles) for each subsystem (VMS, & access control) who have manufacturer certification and project experience.
5. Quality of RFP Response Documents - 5 Points  
Quality of RFP response is based on the overall quality and presentation of the proposer's response documents. This criteria gives more points to responses that are complete, organized and provide all relevant materials to properly evaluate the response and the company. 5 points will be awarded for the most complete RFP response while other proposals are awarded points based on a percentage of the best proposal.
6. Plan/Schedule: 15 Points

- 5 points will be awarded for the most detailed and favorable proposed project schedule while other proposals are awarded points based on a percentage of the best proposed schedule.
- 10 points will be awarded for the most detailed and least disruptive proposed project plan. This criteria will consider potential system downtime, necessary additional staff required and overall disruption to daily operations.

7. Cost: 25 Points

Lowest cost proposal is awarded full points while the other proposals are awarded points based on a percentage of the lowest proposal.

**TOTAL: 100 Points**

**\*SUBMIT ALL COST INFORMATION IN A SEPARATE SEALED ENVELOPE IN THE PROPOSAL PACKAGE CLEARLY MARKED 'FEE PROPOSAL'.**

## IX. PROPOSAL SUBMITTAL AND GENERAL REQUIREMENTS

Proposals shall be based only on the material contained in the RFP, pre-proposal conference responses, amendments, addenda, and other materials published by the LAPL relating to the RFP. Proposers shall disregard any previous draft materials and oral representations that may have been obtained by the proposer. Proposals shall be submitted in accordance with the requirements of this RFP, including any addenda.

### A. Mandatory Pre-proposal Conference

A Mandatory Pre-proposal Conference will be conducted to provide an overview of the RFP. The purpose of this meeting is to allow each proposer to review the RFP with the LAPL project team. Attendance at this meeting is not mandatory but highly recommended for all Proposers. To obtain the most significant benefit of the meeting, Proposers are strongly encouraged to send their direct supervisory personnel/critical project team members (in lieu of business development or sales personnel). Any questions related to the RFP will be addressed at the Mandatory Pre-proposal Conference and subsequently posted on the City's website LABAVN.org.

Participation in the Mandatory Pre-proposal Conference will be accomplished by Zoom. Questions may be submitted prior to the meeting to Eloisa Sarao, [esarao@lapl.org](mailto:esarao@lapl.org).

The Mandatory Pre-Proposal Conference will be held as follows:

You are invited to a Zoom meeting.

When: Sep 22, 2020 10:00 AM Pacific Time (US and Canada)

Register in advance for this meeting:

<https://lapl.zoom.us/meeting/register/tJUrd-mgpjkrG9czYfICStAmIWEQPTvzPbbp>

After registering, you will receive a confirmation email containing information about joining the meeting. Date/Time: September 22, 2020, at 10:00 a.m. (PST)

Any questions related to the RFP will be answered in writing and posted online on the City's website <https://www.labavn.org>.

B. Description of Proposer

The proposal shall include a brief history and description of the organization, the date the organization was established, the location of its headquarters, the number of employees, and website address if the proposer is an organization and not a person.

C. Submission Requirements

Persons or firms interested in responding to this RFP will submit a proposal in accordance with the format provided below. Failure to meet this requirement may be cause for rejection of the proposal as non-responsive. The proposal must cover all of the RFP specifications. Proposals should not include unnecessary promotional materials and should be as succinct as possible. The proposer should list only those references that would substantiate his or her experience as it relates to Section VI of this RFP. The Library accepts no responsibility for the cost of preparing any proposal.

Proposers may elect to submit physical copies of their proposal in-person or via mail (Physical Copy Submission) or may submit their proposal via Google Drive. The following are requirements Proposers must follow for each of these methods for their proposal to be deemed responsive.

1. Submission Requirements

The LAPL will only evaluate written submitted proposals with the appropriate signatures.

Proposers are required to submit:

- One (1) original proposal with original signatures on all documents requiring a signature.
- Three (3) copies of the proposal with signature copies on all documents requiring a signature.
- One (1) unbound copy of the proposal with signature copies on all documents requiring a signature.
- One (1) flash drive containing the entire proposal in electronic format (PDF). More than one (1) file is acceptable, but all files must be clearly labeled with an appropriate filename.

Each proposal must be enclosed in a sealed package showing "RFP 44-024 – Enterprise Security Camera and Access Controls Systems Response from <Vendor Name>" in the lower left-hand corner. It is recommended that a messenger deliver the proposal to ensure timely delivery. The proposal should be addressed as follows:

Board of Library Commissioners Los Angeles Public Library  
630 W. Fifth Street  
Los Angeles, CA 90071 Attn: Raquel Borden

A proposal must be received at the address or email address given above on or before 2:00 p.m. (PST) on Wednesday, January 13, 2021. A proposal received after 2:00 p.m. (PST) on January 13, 2021, will not be accepted and will be returned to the Proposer unopened.

The formal opening of proposals will take place at that time. The LAPL reserves the right to extend the submission date. Any changes on the submission date will be posted on <http://www.labavn.org>.

Proposers are encouraged to submit proposals prior to the due date and time.

2. Submission Procedure

- a. Sealed Packages for Physical Copy Submission (hand-delivered to the Library Security Desk at the Central Library on the 1<sup>st</sup> floor (Main Lobby) or mailed)



- b. Submission via FedEx, UPS, and USPS Mail Requirements must be postmarked on or before January 13, 2021.
- c. Submission via the Proposer's own **Google Drive** Requirements.

In lieu of submitting physical copies of their response, Proposers may submit their response via Google Drive to [SecuritySystems@lapl.org](mailto:SecuritySystems@lapl.org) by 2:00 p.m. (PST) on Wednesday, January 13, 2021 to be considered responsive. The Google Drive submission must include the Proposal and all relevant attachments and exhibits in **PDF** format.

Bidder instructions to send their RFP bid:

- RFP bidders must send their Proposal using their own Google Drive.
- On the Proposer's Google Drive, create a new folder and name it "RFP 44-024 Enterprise Security Camera System and Access Control Proposal - <Vendor's Name>".
- Place the Proposal to the RFP and all the required documents into this shared folder, " "RFP 44-024 Enterprise Security Camera System and Access Control Proposal - <Vendor's Name>" and share it with [SecuritySystems@lapl.org](mailto:SecuritySystems@lapl.org) .
- When a shared Proposal is received by LAPL and the Proposal has been downloaded from the shared folder [SecuritySystems@lapl.org](mailto:SecuritySystems@lapl.org), LAPL will reply with a returned email confirming receipt of RFP. The Proposal will not be reviewed until seven (7) day after the due date, Wednesday, January 13, 2021.
- Proposers shall include reference to "RFQ 44-022 Immigration Services Proposal - <Vendor's Name>." in the subject line of their email and adhere to the following additional requirements:
- Proposers should submit the Proposal package in a single Google Drive submission.
- Proposals submitted via Google Drive must be sent from one email address, which must be consistent with an email address provided by the Proposer in reference to Section IX.C.6 Cover Letter. The LAPL reserves the right to seek clarification or reject the Proposal as nonresponsive if the LAPL is unable to determine what documents constitute the complete Proposal.
- Attachments must not be compressed, must not contain a virus or malware, must not be corrupted and must be able to be opened. Proposers submitting Proposals via Google Drive are solely responsible for ensuring that any submissions are not corrupted. The LAPL may reject Proposals that are compressed, cannot be opened, or that contain viruses, malware, or corrupted attachments.
- The Proposer bears all risk associated with delivering its Proposal via Google Drive, including but not limited to delays in transmission between the Proposer's computer and the City of Los Angeles email system.
- Proposers who submit Proposals via Google Drive. Submission via the Proposer's own Google Drive Requirements will be sent a "Notice of Receipt of Response" email within one working hour to confirm the receipt of the electronic copy of the response according to the timestamp of the email as received by [SecuritySystems@lapl.org](mailto:SecuritySystems@lapl.org) at the

Board of Library Commissioners at the LAPL. The Board of Library Commissioners office hours are Monday thru Friday, 8 a.m. – 4:30 p.m. (PST)

While the LAPL may allow for a Google Drive submission of Proposals, the Proposer acknowledges that email transmissions are inherently unreliable. The Proposer is solely responsible for ensuring that its completed Google Drive Submission of its Proposal has been received before the deadline. Once submission deadlines have passed, Proposers will not be permitted to resubmit their Proposal if the City of Los Angeles email system rejects a Google Drive Submission for any reason. The Proposer is strongly advised to submit physical copies of their Proposal Package per Section IX.1.C.b - Submission via FedEx, UPS, USPS Mail, if (i) the Proposer's Google Drives submission is rejected by the City of Los Angeles email system, or (ii) the Proposer does not receive a response email from the LAPL confirming receipt of the Google Drive Submission within one hour during LAPL working hours from the time the Google Drive submission was sent by the Proposer.

Proposers are solely responsible for ensuring that, regardless of submission method selected, that the LAPL receives a complete Proposal, including all attachments, before the deadline.

It is the responsibility of all Proposers to review the LAPL'S website for any RFP revisions or answers to questions prior to submitting a Proposal in order to ensure their Proposal is complete and responsive.

The Los Angeles Public Library reserves the right to extend the submission due date. Any changes to the submission due date will be posted on [www.labavn.org](http://www.labavn.org).

3. Withdrawal by Proposer

A Proposer may withdraw its proposal provided that the request is in writing, signed by an authorized representative, and is received by the LAPL prior to the proposal deadline date. After proposals have been opened, the proposals shall be subject to acceptance by the City for a period of ninety (90) days. Except as previously stated, no Proposer may withdraw its proposal, except with the written consent of the LAPL, at the sole discretion of the LAPL. Proposers will not be released due to errors in their proposals.

4. The City's Rights of Rejection and Withdrawal of RFP

The LAPL reserves the right to, at any time, reject any and all proposals and to withdraw this RFP.

5. In Writing

All proposals must be submitted in writing, and Proposers must complete and return all applicable documents, including attachments, forms, appendices, and any technical and illustrative literature. The LAPL may deem a Proposer non-responsive if the proposer fails to provide all required documentation and copies.

6. Cover Letter

Each proposal must contain a cover letter limited to one (1) page. The cover letter must include the name, title, address, telephone number, and email address of the person or persons authorized to represent the organization regarding all matters related to the RFP and any subsequent contract(s) awarded. This letter must be signed by the person or persons authorized to bind the proposer to all commitments made in the proposal.

7. Authorized Signatures

Proposals must be signed by a duly authorized officer eligible to sign contract documents and authorized to bind the company to all commitments made in the proposal. Consortiums, joint ventures, or teams submitting proposals will not be considered responsive unless it is established that all contractual responsibility rests solely with one proposer or one legal entity. The proposal must identify the

responsible entity.

8. Proposed Fees and Expenses Schedule

Proposers must provide the pricing for the software, equipment, installation, configuration, and integration of the enterprise security camera and access control systems. **See Appendix G.**

If additional non-salary expenses are required to perform the services described herein, provide a list of such anticipated costs or types of costs. The LAPL will not provide reimbursement for transportation or lodging expenses to organizations unless the LAPL specifically requests that staff outside the area be in Los Angeles to perform duties in accordance with the services being provided.

The LAPL reserves the right to negotiate standard or consistent compensation for the same types of services provided prior to awarding contracts.

D. General Requirements

1. Acceptance and Disposition of Proposals

The LAPL reserves the right to reject all proposals. Failure of the Proposer to submit the above-required documents with their proposal may render the proposal non-responsive and result in its rejection.

It is the intent of the LAPL to award a contract or contracts in a form approved by the City Attorney. The RFP and the Contractor's proposal, or any part thereof, may be incorporated into and made part of the contract. The LAPL reserves the right to further negotiate the terms and conditions of the contract. The LAPL reserves the right to withdraw this RFP, to reject any proposal for non-compliance with RFP provisions, or not to award a contract at any time due to unforeseen circumstances or if it is determined to be in the best interest of LAPL.

2. All proposals submitted in response to this RFP shall become the property of the LAPL and will be a matter of public record, subject to the State of California Public Records Act (California Code Sections 6250 et seq.). Proposers must identify in writing all copyrighted material, trade secrets, or other proprietary information that the Proposers' claim are exempt from disclosure under the California Public Records Act (CPRA). Any Proposer claiming such exemption must identify the specific provision of the California Public Records Act that provides an exemption from disclosure for each item that the Proposer claims is not subject to disclosure under the Act. Please note that the wholesale use of headers/footers bearing designations such as "confidential," "proprietary," or "trade secret" on all or nearly all of a proposal is not acceptable, and may be deemed by the LAPL as a waiver of any exemption claim. The identification of exempt information must be more specific.

In addition to the requested copies under Section 3.3.1 all Proposers must supply one unbound, complete duplicate copy of its proposal with those specific items claimed as exempt clearly marked (redacted). This copy must identify what specific information (if any) in their proposal that they claim, in good faith, is exempt from disclosure under the CPRA.

Any Proposer claiming such exemption must also state in the proposal the following: "The Proposer agrees to indemnify the City and its officers, employees, and agents and hold them harmless from any claim or liability and will defend any action brought against the City for its refusal to disclose copyrighted material, trade secrets, or other proprietary information to any person making a request therefor."

3. Proposal Protest

The LAPL will notify all Proposers of the contract award recommendation. Any

protest to a proposal award(s) must be submitted in writing to the Contract Administrator at the address shown below, by certified mail or personal delivery, within seven (7) calendar days of the mailing date of the notice of contract award recommendation. Proposers may appeal procedural issues only.

The procedure and time limits set forth in this section are mandatory and are the Proposers' sole and exclusive remedy in the event of a protest. Failure by a party originating a protest to comply with these procedures will constitute a waiver of any right to further pursue the protest, including filing a Government Code claim or legal proceedings. At a minimum, any written protest document must include the following:

- Name, address, and telephone number of the protesting party.
- Name and number of this RFP.
- Detailed statement of the legal and factual grounds of the protest, including copies of all relevant documents. The statement must also refer to the specific portion of the documents that form the basis of the protest.
- Request for a ruling from LAPL
- Statement as to the form of relief requested.

Protest and attached documentation must be sent to the following address:

John Szabo, City Librarian  
Los Angeles Public Library  
630 W. Fifth Street  
Los Angeles, CA 90071

LAPL may hold a hearing within five (5) working days after receiving the protest, unless waived by the proposer. The City Librarian will make a final determination with respect to the protest and will award the contract accordingly or reject all proposals. This decision will be final.

4. RFP Revisions

Any revision, amendment and addendum made to this RFP will be posted on <https://www.labavn.org>.

5. Transfers, Joint Ventures and Use of Subcontractors

Proposer shall not, without written consent of LAPL assign, hypothecate, or mortgage any terms in a contract with the LAPL or sublease or license any portion of the work. Any attempted assignment, hypothecation, mortgage, sublease, or license without consent of LAPL shall render a contract null and void. Each and all conditions herein contained to be performed by proposer shall be binding on any consented transferee thereof.

6. Information Requested and Not Furnished

The information requested and, the manner of submission, are essential to permit prompt evaluation of all proposals. Accordingly, the LAPL reserves the right to declare as non-responsive and reject any proposals in which information is requested and is not furnished or when a direct or complete answer is not provided.

7. Alternatives

The proposer shall not change any wording in the RFP or associated documents. Any explanation or alternatives offered shall be submitted in a letter attached to the front of the proposal's documents. Alternatives that do not substantially meet the LAPL's requirements cannot be considered. Proposals offered subject to conditions and/or limitations may be rejected as non-responsive.

8. Proposal Errors

Proposer is liable for all errors or omissions incurred by the proposer in preparing the proposal. Proposers will not be allowed to alter proposal documents after the due date for submission.

The LAPL reserves the right to make corrections or amendments due to errors

identified in the proposal by the LAPL or the proposer. This type of correction or amendment will only be allowed for errors and typing or transposition. All changes must be coordinated in writing with authorization by and made by the Contract Administrator.

9. Interpretation and Clarifications

The LAPL will consider prospective recommendations or suggestions regarding any requirements before the pre-proposal conference. All recommendations or suggestions must be in writing and submitted to the Contract Administrator. The LAPL reserves the right to modify requirements on any RFP if it is in the best interest of the LAPL.

10. Cost of RFP

The LAPL is not responsible for any costs incurred by proposer while submitting proposals.

11. Americans with Disabilities Act

As covered under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and, upon request, will provide reasonable accommodation to ensure equal access to its proposal, programs, services and activities. If an individual with a disability requires accommodations to attend a pre-proposal conference or proposal opening, please contact the Contract Administrator at least five (5) working days prior to the scheduled event.

12. Proposers Contact for Information

For answers to questions relating to the content of this RFP, the Proposers will submit requests in writing to:

Eloisa Sarao  
Los Angeles Public Library 630 West 5<sup>th</sup> St  
Los Angeles, CA 90071  
E-mail: [esarao@lapl.org](mailto:esarao@lapl.org)

LAPL will be the sole judge of whether or not an answer is required. All questions submitted in writing by a Proposer and answers provided by LAPL will be posted on LABAVN.org as an Amendment to the RFP.

Any oral communication between a Proposer and a LAPL employee is not binding on LAPL or the City of Los Angeles.

E. Standard Provisions for City Contracts (Rev 10/17) [v.3]

All contracts entered into as a result of this RFP are subject to the Standard Provisions for Personal Services Contracts (Rev 10/17) [v.3] (See Attachment 1).

F. Supporting Documents Required by the City of Los Angeles

1. Declaration of Non-Collusion

Each proposal must have attached thereto the affidavit of the Proposer that such proposal is genuine, and not a sham or collusion, or made in the interest or on behalf of any person, firm, or corporation not herein named; and that the Proposer has not directly or indirectly induced or solicited any other Proposer to submit a sham proposal, or any other person, firm, or corporation to refrain from submitting a proposal.

Proposers will submit a signed Declaration of Non-Collusion (Exhibit E.1). No other form will be accepted.

Instruction: Proposers shall submit a signed and **notarized** Declaration of Non-Collusion (Exhibit E.1). No other form will be accepted. *Submit original signed*

*and notarized document in the submitted proposal marked "Original" and copies of signed and notarized document in remaining submitted proposals.*

2. Contractor Responsibility Ordinance

Proposers are advised that any contract awarded pursuant to this procurement process shall be subject to the provisions of Los Angeles Administrative Code Section 10.40 et seq., Contractor Responsibility Ordinance (CRO). Proposers shall refer to Exhibit E.2, "Contractor Responsibility Ordinance," for further information regarding the requirements of the Ordinance.

Instruction: All Proposers will complete and return, with their proposal, the CRO Questionnaire included in Exhibit E.3 and CRO Pledge of Compliance, Exhibit E.4. Failure to return the completed questionnaire and Pledge of Compliance to the Ordinance may result in a Proposer being deemed non-responsive. *Submit original signed document in the submitted proposal marked "Original" and copies of signed document in remaining submitted proposals or emailed proposal.*

3. Equal Benefits Ordinance/First Source Hiring Ordinance

The contract is subject to the Equal Benefits Ordinance (EBO) and/or the First Source Hiring Ordinance (FSHO), Contractor is required to complete a streamlined EBO/FSHO Compliance Affidavit web application form that is located on the City of Los Angeles' Business Assistance Virtual Network (BAVN) at [www.labavn.org](http://www.labavn.org) (See Attachment 3). Proposers are responsible for creating a BAVN profile and completing and submitting the affidavit. See below for additional details about the EBO and the FSHO.

Equal Benefits Ordinance

Proposers are advised that any contract awarded under this procurement process shall be subject to the applicable provisions of the Los Angeles Administrative Code Section 10.8.2.1, Equal Benefits Ordinance (EBO).

The affidavit shall be valid for a period of three years from the date it is first uploaded onto the City's BAVN. Proposers do not need to submit supporting documentation with their bids or proposals. However, the City may request supporting documentation to verify that the benefits are provided equally as specified on the Equal Benefits Ordinance Affidavit.

Proposers seeking additional information regarding the requirements of the Equal Benefits Ordinance may visit the Bureau of Contract Administration's website at <http://bca.lacity.org>.

Instruction: All Proposers shall complete and upload the Equal Benefits Ordinance Compliance Affidavit, available on the City of Los Angeles' Business Assistance Virtual Network (BAVN) residing at [www.labavn.org](http://www.labavn.org), prior to the award of a City contract that exceeds \$25,000. *Also, submit a copy of the uploaded and signed EBO/FSHO document with each copy of the submitted proposal or emailed proposal.*

First Source Hiring Ordinance

Unless approved for an exemption, Contractors under contracts used primarily for the furnishing of services to or for the City, the value of which exceeds \$25,000 with a term of at least three (3) months, and certain recipients of City Loans or Grants, shall comply with the provisions of Los Angeles Administrative Sections 10.44, et seq., First Source Hiring Ordinance (FSHO).

Instruction: All Proposers shall complete and upload the FSHO Compliance Affidavit, available on the City of Los Angeles' Business Assistance Virtual Network (BAVN) residing at [www.labavn.org](http://www.labavn.org). The affidavit shall be valid for a period of three years from the date it is first uploaded onto the City's BAVN. The web form should be completed and submitted online by the time of RFP

submission. Also, submit a copy of the uploaded and signed EBO/FSHO document with each copy of the submitted proposal or emailed proposal.

Proposers seeking additional information regarding the requirements of the First Source Hiring Ordinance may visit the Bureau of Contract Administration's website at <http://bca.lacity.org>

4. Living Wage Ordinance/Wage Rate Chart and Service Contractor Worker Retention Ordinance

Unless approved for an exemption, contractors under contracts primarily for the furnishing of services to or for the City and that involve an expenditure in excess of \$25,000 and a contract term of at least three (3) months, lessees and licensees of City property, and certain recipients of City financial assistance, shall comply with the provisions of Los Angeles Administrative Code Sections 10.37 et seq., Living Wage Ordinance (LWO) and Wage Rate Chart (Exhibit E.5) and 10.36 et seq., Service Contract Worker Retention Ordinance (WRO) (Exhibit E.10). Bidders/Proposers who believe that they meet the qualifications for one of the exemptions shall apply for exemption from the Ordinance by completing and submitting the appropriate Exemption/Non-Coverage application form with their proposal. Application forms are as follows: Exemption Application (Form LW-10) (Exhibit E.9), Small Business Exemption Application (Form LW-26) (Exhibit E.9a English, Exhibit E.9b Spanish), 501(c)(3) Non-Profit Exemption Application (Form OCC/LW-28) (Exhibit E.9c), Non-Coverage Determination Application (Form OCC/LW-29) (Exhibit E.9d) and SCWRO Form for Non-Coverage or Exemption (Exhibit E.11).

These forms and more detailed information about the ordinances are available on the Bureau of Contract Administration's website at <https://bca.lacity.org>.

The LWO Employee Information Form (Exhibit E.6) will be required of any successful Proposer.

Proposers who intend to subcontract any of their services must submit the LWO Subcontractor Information Form (Exhibit E.8) and the LWO Subcontractor Declaration of Compliance (Exhibit E.7).

The living wage rates, effective July 1, 2020, will increase by \$0.75 per hour for a new living wage rate of \$15.00 per hour with health benefits of \$1.25 per hour, or \$16.25 per hour if health benefits are not provided. For "Airport Employees," the living wage and health benefits hourly rates, effective July 1, 2020, will increase to \$16.50 per hour and \$5.55 per hour, respectively or \$22.05 per hour if health benefits are not provided. These increases are applicable to service contractors, lessees, licensees, City financial assistance recipients, and their subcontractors that are subject to the Living Wage Ordinance. Additionally, subject contractors, lessees, licensees and City financial assistance recipients are required to notify their subcontractors, if any, of the wage rate adjustments, and to ensure that the increases are provided to their affected employees beginning July 1, 2020.

Instruction: No submission is required **unless** an exemption will be requested for the Living Wage Ordinance (Exhibit E.9 or E.9a or E.9b). Submit original signed exemption request document in the submitted proposal marked "Original" and copies of signed document in remaining submitted proposals or emailed proposal.

5. Non-Discrimination/Equal Employment/Affirmative Action Plan

Nondiscrimination, Equal Employment Practices and Affirmative Action Program (Non-Construction and Construction) Bidders/Proposers are advised that any contract awarded pursuant to this procurement process shall be subject to the applicable provisions of Los Angeles Administrative Code Section 10.8.2., Non-discrimination Clause.

All contracts (both construction and non-construction) for which the consideration is \$1,000 or more shall comply with the provisions of Los Angeles Administrative Code Sections 10.8.3., Equal Employment Practices Provisions. By affixing its signature on a contract that is subject to the Equal Employment Practices Provisions, the Contractor shall agree to adhere to the provisions in the Equal Employment Practices Provisions for the duration of the contract.

All contracts (both construction and non-construction) for which the consideration is \$25,000 or more shall comply with the provisions of Los Angeles Administrative Code Sections 10.8.4., Affirmative Action Program Provisions. By affixing its signature on a contract that is subject to the Affirmative Action Program Provisions, the Contractor shall agree to adhere to the provisions in the Affirmative Action Program Provisions for the duration of the contract.

Furthermore, contractors shall include similar provisions in all subcontracts awarded for work to be performed under the contract with the City and shall impose the same obligations. The contract with the subcontractor that contends similar language shall be made available to the Office of Contract Compliance upon request.

Bidders/Proposers seeking additional information regarding the requirements of the City's Non-Discrimination Clause, Equal Employment Practices and Affirmative Action Program may visit the Bureau of Contract Administration's web site at <http://bca.lacity.org>.

Instruction: *No submission is required at this time.*

6. Disclosure Ordinance Affidavit (Online Submission)

Unless otherwise exempt by the provisions of the Slavery Disclosure Ordinance (SDO) and Disclosure of Border Wall Contracting Ordinance (DBWCO), any contract awarded under this RFP will be subject to the SDO, Section 10.41 of the Los Angeles Administrative Code and the DBWCO, Section 10.50 of the Los Angeles Administrative Code. You must register on LABAVN ([www.labavn.org](http://www.labavn.org)) (See Attachment 4) to access the updated Disclosure Ordinances Affidavit web form. The web form can be found by clicking on the "Profiles" tab. Scroll to the "Company Profile" section and click on "Compliance Documents". The web form should be completed and submitted by the time of RFP submission. The web form will be verified by the Bureau of Contract Administration (BCA) only if your company is the successful Proposer/Bidder selected for contract award. Proposers/Bidders seeking additional information regarding the requirements of the SDO and DBWCO Disclosure Ordinances may visit the Bureau of Contract Administration's website at <http://bca.lacity.org>.

Instruction: All Proposers shall complete and upload the Disclosure Ordinance Affidavit available on the City of Los Angeles' Business Assistance Virtual Network (BAVN) residing at [www.labavn.org](http://www.labavn.org) prior to submission of the submitted proposal. Also, submit a copy of the uploaded and signed DO document with each copy of the submitted proposals or emailed proposal.

7. Child Support Obligations

The City of Los Angeles has adopted an ordinance, see Child support Assignment Orders Ordinance (Exhibit E.12), requiring that all contractors and subcontractors performing work for the City comply with all reporting requirements and wage and earning assignments relative to legally mandated child support.

Instruction: All Proposers shall complete and return with their proposals the Certificate of Compliance with Child Support Obligations included in Exhibit E.12a. Submit original signed document in the submitted proposal marked



*"Original" and copies of signed document in remaining submitted proposals or emailed proposal.*

8. City Contracts Held Within the Past Ten Years

The Los Angeles City Council passed a resolution on July 21, 1998 requiring that all proposed vendors supply in their proposal a list of all City of Los Angeles contracts held by the Proposer or any affiliated entity during the preceding 10 years. The City of Los Angeles Contract History is attached as Exhibit E.13. If the Proposer has held no City of Los Angeles contracts during the preceding ten (10) years, this must be stated on the form.

Instruction: All Proposers shall complete and return, with their submitted proposal, the City Contracts Held Within the Past Ten Years form included in Exhibit E.13. *Submit original signed document in the submitted proposal marked "Original" and copies of signed document in remaining submitted proposals or emailed proposal.*

9. Los Angeles Residence Information

The City Council in consideration of the importance of preserving and enhancing the economic base and well-being of the City encourages businesses to locate or remain within the City of Los Angeles. This is important because of the jobs businesses generate and for the business taxes they remit. The City Council, on January 7, 1992, adopted a motion that requires Proposers to state their headquarter address as well as the percentage of their workforce residing in the City of Los Angeles.

Instruction: All Proposers will complete and return with their proposals the City of Los Angeles Residence Information Form included in Exhibit E.14. *Submit original signed document in the submitted proposal marked "Original" and copies of signed document in remaining submitted proposals or emailed proposal.*

10. City Ethics Certification and Contributions

Any bidder for a contract, as those terms are defined under the Contractor Responsibility Program provided for in Los Angeles Administrative Code Section 10.40.1, will submit with the bid a certification, on a completed Bidder Certification CEC Form 50, Exhibit E.15, as proscribed by the City Ethics Commission, that the bidder acknowledges and agrees to comply with the disclosure requirements and prohibitions established in the Los Angeles Municipal Lobbying Ordinance if the bidder qualified as a lobbying entity under the Ordinance.

The exemptions contained in Los Angeles Administrative Code Section 10.40.4 do not apply to this subsection.

Bidders may not make campaign contributions to and or engage in fundraising for certain elected City officials or candidates for elected City office from the time they submit the response until either the contract is approved or, for successful bidders, 12 months after the contract is signed. The bidder's principals and subcontractors performing \$100,000 or more in work on the contract, as well as the principals of those subcontractors, are also subject to the same limitations on campaign contributions and fundraising.

CEC Form 55, Exhibit E.16, requires bidders to identify their principals, their subcontractors performing \$100,000 or more in work on the contract, and the principals of those subcontractors. Bidders must also notify their principals and subcontractors in writing of the restrictions and include the notice in contracts with subcontractors. Responses submitted without a completed CEC Form 55 will be deemed non-responsive. Bidders who fail to comply with City law may be subject to penalties, termination of contract, and debarment. Additional

information regarding these restrictions and requirements may be obtained from the City Ethics Commission at (213) 978-1960 or [ethics.lacity.org](http://ethics.lacity.org).

Instruction: All Proposers shall complete and return with their proposals the City Ethics Commission's Bidder Certification and Contributions Form 50, Exhibit E.15 and Form 55, Exhibit E.16 and Form 56, Exhibit E.16a. *Submit original signed document in the submitted proposal marked "Original" and copies of signed document in remaining submitted proposals or emailed proposal.*

11. Business Tax Registration Certificate

In accordance with the City of Los Angeles Municipal Code, a Business Tax Registration Certificate (BTRC) is required of persons engaged in business activity within the City. The Office of Finance's Tax and Permits Division, (213) 473-5901, has sole authority in determining a firm's tax requirements and in issuing Business Tax Registration Certificates or Business Tax Exemption numbers.

Accordingly, a firm's current Business Tax Registration Certificate or Business Tax Exemption Number must be clearly shown on all invoices submitted for payment.

The Proposer, in submitting this proposal, acknowledges and accepts the above requirements and recognizes that no invoice will be processed for payment without inclusion of the Business Tax Registration Certificate or Business Tax Exemption Number.

Instruction: *All Proposers shall submit a copy of their Business Tax Registration Certificate with each copy of the submitted proposals or emailed proposal.*

12. City's Insurance Requirements

The Proposer will not commence work under any contract with the City until all insurance required under this section of this RFP has been obtained and approved by the City.

At selected contractor(s) own cost and expense, the selector contractor(s) and each of its subcontractors will procure and maintain the minimum insurance requirement for the term of the contract and any additional terms as outlined in Exhibit E.17. Proposer will purchase policies of general liability and worker's compensation from companies authorized to transact business in the State of California by the Insurance Commissioner. The required insurance must be filed with the City Administrative Office, Risk Management through the City's internet site, [www.kwikcomply.org](http://www.kwikcomply.org) that uses the standard insurance industry form, the ACORD 25 Certificate of Liability Insurance in electronic format.

No work may be done pursuant to this contract until the specified documents have been approved by the City Administrative Officer, Risk Management Section.

Instruction: *No submission is required at this time.*

13. Business Inclusion Program (BIP) Requirements

It is the policy of the City to provide Minority Business Enterprise (MBE), Women Business Enterprise (WBE), Small Business Enterprise (SBE), Emerging Business Enterprise (EBE), Disabled Veteran Business Enterprise (DVBE), and all Other Business Enterprise (OBE) concerns an equal opportunity to participate in the performance of all City contracts. Proposers will assist the City in implementing this policy by taking all reasonable steps to ensure that all available business enterprises; including MBEs, WBEs, SBEs, EBEs, DVBEs, and OBEs, have an equal opportunity to compete for and participate in City contracts. Equal

opportunity will be determined by the proposer's BIP outreach documentation, as described in Citywide RFP – BAVN BIP (Exhibit E.19), the Business Inclusion Program, of this RFP. Participation by MBEs, WBEs, SBEs, EBEs, DVBES, and OBEs may be in the form of subcontracting. Proposers must refer to BAVN BIP Walkthrough (Exhibit E.19a), Business Inclusion Program of this RFP for additional information and instructions. BIP outreach must be performed using the Business Assistance Virtual Network ([www.labavn.org](http://www.labavn.org)). **A proposer's failure to utilize and complete their BIP Outreach as described in Exhibit E.19, and E.19a may result in their proposal being deemed non-responsive.**

For assistance on how to use BAVN go to:

<http://bca.ci.la.ca.us/index.cfm> > contracting resources > BAVN BIP Outreach Helpful Hints.

14. Contractor Evaluation Program

At the end of the contract, the City will conduct an evaluation of the Contractor's performance. The City may also conduct evaluations of the Contractor's performance during the term of the contract. As required by Section 10.39.2 of the Los Angeles Administrative Code, evaluations will be based on a number of criteria, including the quality of the work product or service performed, the timeliness of performance, financial issues, and the expertise of personnel that the Contractor assigns to the contract. A Contractor who receives a "Marginal" or "Unsatisfactory" rating will be provided with a copy of the final City evaluation and allowed 14 calendar days to respond. The City will use the final City evaluation, and any response from the Contractor, to evaluate proposals and to conduct reference checks when awarding other personal services contracts.

Instruction: *No submission is required at this time.*

15. Local Business Preference Program (If Applicable)

Mandatory Local Business Preference Program for us on City-Funded contracts greater than \$150,000.00. This program is subject to the policies and requirements established by the City Council and the City of Los Angeles (City) Mayor's Office, Ordinance No. 181910, Article 21, Sections 10.47, et seq. of the Los Angeles Administrative Code. The City is committed to maximizing opportunities for local businesses, as well as encouraging local businesses to locate and operate in Los Angeles County (County). It is the policy of the City to prevent unemployment, encourage an increase in local jobs, and create high road economic development. The Local Business Preference Program (LBPP) aims to benefit the City by increasing local jobs and expenditures within the private sector. The LBPP is set forth herein. Bidders should be fully informed of this program (See Attachment 5).

16. Iran Contracting Act of 2010

In accordance with California Public Contract Code Sections 2200-2208, all bidders submitting proposals for, entering into, or renewing contracts with the City of Los Angeles for goods and services estimated at \$1,000,000 or more are required to complete, sign, and submit the "Iran Contracting Act of 2010 Compliance Affidavit" (See Exhibit E.18).

17. Compliance with the State of California, Department of Industrial Relations

Public works reforms (SB 854) were signed into law on June 20, 2014. The reforms made several significant changes to the administration and enforcement of prevailing wage requirements by the Department of Industrial Relations (DIR).

Among other things, SB 854 established a public works contractor registration program to replace prior Compliance Monitoring Unit (CMU) and Labor Compliance Program (LCP) requirements for bond-funded and other specified public works projects. The fees collected through the program established by SB 854 are used to fund DIR's public works activities.

<https://www.dir.ca.gov/Public-Works/PublicWorksSB854.html>

After award, the vendor is required to register with the State of California, Department of Industrial Relations as a Public Work Contractor. The vendor must provide LAPL their Public Work Contractor number.

**X. PROPOSAL SUBMITTAL CHECKLIST**

All Proposers are required to review, complete, and submit the following proposal components and compliance documents. Previous compliance document submittals and/or waivers do not apply. New forms must be completed and processed.

Additional information regarding some compliance documents may be available at the Pre-Proposal Conference, on a City website, and/or by email with the administering City Department of a given ordinance or compliance document. Exemptions from certain ordinances may also apply. The Department reserves the right to request additional information and/or clarification regarding submitted compliance documents during the evaluation process.

Your proposal **MUST** include the following components and compliance documents listed on the standalone following pages (See Attachment 2):

For Reference Purposes within the RFP Only. Please Use Attachment 2 with your submission:

	FORM/DOCUMENT DESCRIPTION		INITIALS	BID PAGE NO.
<b>Section VI.</b>				
A.	* Relevant Experience and Qualifications of Proposer– <i>Proposer Prepares</i>	<input type="checkbox"/>		
B.	* References and Certificates or Letters of Recommendation – <i>Proposer Prepares</i>	<input type="checkbox"/>		
D.	* Key Personnel - <i>Proposer Prepares</i>	<input type="checkbox"/>		
<b>Section IX.</b>				
C.6	* Cover Letter – <i>Proposer Prepares</i>	<input type="checkbox"/>		
C.8	* Proposed Fees and Expenses Schedule - <i>Proposer Prepares</i>	<input type="checkbox"/>		
F.1	* Declaration of Non-Collusion – <b>Exhibit E.1</b>	<input type="checkbox"/>		
F.2	* Contractor Responsibility Ordinance (CRO) – <b>Exhibit E.2</b>	<input type="checkbox"/>		
F.2	* CRO Questionnaire – <b>Exhibit E.3</b>	<input type="checkbox"/>		
F.2	* CRO Pledge of Compliance – <b>Exhibit E.4</b>	<input type="checkbox"/>		
F.4	* Living Wage Ordinance (LWO) & Wage Rate Chart – <b>Exhibit E.5</b>	<input type="checkbox"/>		
F.4	* LWO Employee Information Form – <b>Exhibit E.6</b>	<input type="checkbox"/>		
F.4	* LWO Subcontractor Declaration of Compliance – <b>Exhibit E.7</b>	<input type="checkbox"/>		
F.4	* LWO Subcontractor Information Form – <b>Exhibit E.8</b>	<input type="checkbox"/>		
F.4	* LWO Non-Coverage Exemption Form (if applicable only) – <b>Exhibit E.9</b>	<input type="checkbox"/>		
F.4	* LWO Small Business Exemption Form (if applicable only, English) – <b>Exhibit E.9a</b>	<input type="checkbox"/>		
F.4	* LWO Small Business Exemption Form (if applicable only, Spanish) – <b>Exhibit E.9b</b>	<input type="checkbox"/>		
F.4	* Non-Profit Exemption Application – <b>Exhibit E.9c</b>	<input type="checkbox"/>		
F.4	* Non-Coverage Determination Application - <b>Exhibit E.9d</b>	<input type="checkbox"/>		
F.4	* Service Contractor Worker Retention Ordinance (SCWRO) – <b>Exhibit E.10</b>	<input type="checkbox"/>		
F.4	* SCWRO Form for Non-Coverage or Exemption (if applicable only) – <b>Exhibit E.11</b>	<input type="checkbox"/>		
F.7	* Child Support Assignment Orders Ordinance – <b>Exhibit E.12</b>	<input type="checkbox"/>		
F.7	* Certificate of Compliance with Child Support Obligations – <b>Exhibit E.12a</b>	<input type="checkbox"/>		
F.8	* City of Los Angeles Contract History – <b>Exhibit E.13</b>	<input type="checkbox"/>		
F.9	* City of Los Angeles Residence Information – <b>Exhibit E.14</b>	<input type="checkbox"/>		
F.10	* Bidder Certification CEC Form 50 – <b>Exhibit E.15</b>	<input type="checkbox"/>		
F.10	* Bidder Certification CEC Form 55 – <b>Exhibit E.16</b>	<input type="checkbox"/>		
F.10	* Prohibited Contributors CEC Form 56 – <b>Exhibit E.16a</b>	<input type="checkbox"/>		
F.11	* Business Tax Registration Certificate	<input type="checkbox"/>		
F.3	^ <u>Equal Benefits / First Source Hiring Ordinance</u> (See Attachment 3, Section 24(a)(b) for instructions) <b>Submit on <a href="http://www.labavn.org">www.labavn.org</a></b>	<input type="checkbox"/>		
F.5	^ Non-Discrimination/Equal Employment/ Affirmative Action Plan <i>No submission is required at this time.</i>			
F.6	^ <u>Disclosure Ordinance (Indefinite Application)</u> (See Attachment 4, Section 24(c) for instructions) <b>Submit on <a href="http://www.labavn.org">www.labavn.org</a></b>	<input type="checkbox"/>		

F.13	^ Citywide RFP – BAVN Business Inclusion Program (BIP) <b>Exhibit E.19</b> Complete Outreach & provide a copy of the <u>Summary Sheet</u> printout from LABAVN. <b>Execute on</b> <a href="http://www.labavn.org">www.labavn.org</a>	<input type="checkbox"/>		
F.15	^ Local Business Preference Program (If Applicable) (See Attachment 5 for instructions) <b>Submit on</b> <a href="http://www.labavn.org">www.labavn.org</a>	<input type="checkbox"/>		
<b>ADDITIONAL DOCUMENTS REQUIRED PRIOR TO CONTRACT EXECUTION</b>				
<b>Note:</b> The following documents are not required at the proposal submission stage. If a Proposer wishes to supply them, they may do so. No extra points will be provided if Proposer chooses to submit these items with their proposal.				
F.12	@ Insurance Requirements - <b>Exhibit E.17</b>			
F.16	@ Iran Contracting Act of 2010 Affidavit – <b>Exhibit E.18</b> <b>Note:</b> This requirement is only applicable for contracts estimated at \$1 Million or more.			
F.17	@State of California-Department of Industrial Relations <a href="https://www.dir.ca.gov/Public-Works/PublicWorksSB854.html">https://www.dir.ca.gov/Public-Works/PublicWorksSB854.html</a>			
	@ Secretary of State Documentation Proposer Workforce Information printout - <a href="https://lcbizfile.sos.ca.gov/SI">https://lcbizfile.sos.ca.gov/SI</a>			
	@ Corporate Documents			
	@ City Business License Number			
	@ Request for Taxpayer Identification Number (Form W-9)			

**KEY:**

- \*** Completed and attached with the proposal.
- #** No submission required at this time unless requesting an exemption, only for Proposer's acknowledgement of understanding the ordinance and/or compliance.
- ^** All bidders/Proposers must complete and upload the forms marked with an (^) through the City of Los Angeles Business Assistance Virtual Network (BAVN) at [www.labavn.org](http://www.labavn.org) prior to the deadline for submission.
- @** Required after award of Contract.

## Los Angeles Public Library



# Convergent Technologies Proposal in Response to Los Angeles Public Library RFP # 44-024 for Enterprise Security Camera and Access Control Systems for Central and Branch Libraries

**Fabian Escalante, Greg Eberhardt,  
and Jacob Bargas  
Convergent Technologies LLC  
24 February 2021**

**Convergent**  
TECHNOLOGIES  
Making a Daily Difference

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## SECTION IX: C.6 – COVER LETTER

February 24, 2021

Los Angeles Public Library  
Board of Library Commissioners Office, 4th Floor  
630 W. 5th St.  
Los Angeles, CA 90071

Dear Ms. Sarao,

Thank you for the opportunity to provide Convergent Technologies LLC (Convergent) 's proposal for the Los Angeles Public Library (LAPL) 's RFP #44-024 for Enterprise Security Camera and Access Control Systems for Central and Branch Libraries. Convergent's top priority is to provide exceptional service to you, our colleagues, and the community. **Our promise is to be your best service provider.** We have carefully crafted our proposal to include our overall qualifications, proposed staffing and project organization, understanding the project scope and work plan, equipment details, and other items as requested in your RFP instructions.

As the world's largest private systems integrator and a leader in security and life safety solutions, Convergent fully understands our customers' unique and operational needs. Our local team is well experienced with video surveillance, access control, intrusion detection, intercom, license plate recognition technologies, interview room recording, identity management, wired and wireless networking, and command center environments. We aspire to be the Los Angeles Public Library's full-service provider.

### Creative Solutions and Cost Savings

After reading your requirements, Convergent proposes the Genetec Security Center unified solution with specifications and camera counts for maximum cost savings for you. Our pricing is based on your original design. **If you elect to go with our valued-engineered design for the Central Library, your camera count could be reduced significantly by utilizing multi-sensor cameras.** We have provided details of this equipment and suggested a camera layout in our proposal for your review.



### Colleague Training and Certification

With 2,500+ trained technicians globally and an investment of over \$12M annually, Convergent is proud to have the largest, most well-trained, and most comprehensive electronic support structure in the world. **Our team continues to be Genetec's strongest partner locally as a Unified Elite Partner, with more experience and certifications than any other integrator with Genetec in Southern California.** Our experience includes implementing systems locally at airports, extensive government facilities, entertainment, higher education, petrochemical plants, and others.

After thoroughly reviewing your RFP, we believe that we can exceed your expectations and are well positioned to fulfill all your security needs. We are excited for the opportunity to serve as a member of the LAPL's team of professionals.

Our local team and Executive Leadership are eager and ready to support your mission with proven solutions and services to become the Los Angeles Public Library's partner and best service provider.

Sincerely,

Company Name	Convergint Technologies LLC		
Individual authorized to signed	 Ken Lochiatto Chief Executive Officer	Authorized RFP Contact	Greg Eberhardt, Account Executive (310) 984-4636 greg.eberhardt@convergint.com

## SECTION VI. QUALIFICATIONS OF VENDORS

### PROPOSER QUALIFICATIONS

The Library reserves the right to disqualify proposals failing to meet minimum requirements. To be considered for evaluation, the proposal must demonstrate how the proposer meets all provisions of this section:

1. Proposer shall have a minimum of five years of experience in design, installation, testing, and maintenance of access control systems.

Since 2001, Convergent has partnered with thousands of our customers to design, install, test, and maintain integrated electronic security solutions (including access control and video surveillance systems) across a wide range of vertical markets and major industries. Convergent has nearly 20 years' experience in the design, installation, testing, and maintenance of access control systems.

**Convergent is the largest independent security integrator in the world and named the 2020 #1 Systems Integrator of the year by SDM Magazine for the Third Year in a Row.**



Convergent is uniquely qualified to serve the Los Angeles Public Library (LAPL) as your security Integrator based on the following:

- Industry Experience
- Local Resources
- Best of Class Technology Solution Partnerships
- Innovative Service Delivery
- Financial Strength
- Staff Qualifications
- Product Expertise
- National Strength and Presence

As an independent systems integrator with annual sales of over \$1.4 Billion, Convergent can provide the support LAPL requires for the implementation and ongoing maintenance of your security systems. Convergent is well positioned to service LAPL with our own team of dedicated technical resources, including a large, locally based vehicle fleet.

Since 2002, Convergent has provided complex security installations for both the private and public sectors in California. Our project management team has extensive installation experience, including projects within historic buildings. All senior project managers have appropriate education and certifications. Many have over 20+ years of experience in the installation of security solutions.

Convergent is authorized to resell and maintain all products proposed in this RFP. We have included the appropriate certification letters for your review. Further, Convergent is a licensed C-10 firm, which allows us to perform all high voltage and low voltage work required on this project. We are also registered with the Department of Industrial Relations (DIR).

### Subcontractor – West Coast Cable (WCC)



Convergent is proposing West Coast Cable (WCC) as the cabling subcontractor for this project. WCC builds and designs structured cabling systems that support multiple voice, data, video, and security systems. Their experienced engineers and RCDD's can design the optimum integrated system for your company. With years of experience and skilled technicians, they can deliver a cost-effective solution that meets your requirements.

- 2. The proposer shall meet the full scope of work listed herein. The LAPL shall not accept proposals that offer to provide only a portion of the work.**

Convergent meets the full scope of work listed herein, subject to the information provided in this RFP and subsequent Amendments 1, 2, 3, 4, 5, 6, 7, and 8.

- 3. Proposers must maintain a local service facility within 100 miles of Los Angeles, which stocks spare devices and components for servicing the systems.**

Convergent's Greater Los Angeles location will be the base of support for LAPL for this RFP and any projects in the future and is within 35 miles of Los Angeles with spare devices and components on hand at not only our location but in our service vehicles. Our locally based business development, project management, and service teams will be highly accessible to the LAPL throughout the RFP and information gathering process. Our Greater Los Angeles Office consists of over 120+ colleagues, both with Fire and Security disciplines, who are committed to providing the best solutions and service to the LAPL and our local customers.

The Greater Los Angeles Convergent operations, located in Orange, CA, opened in 2002. This Convergent location has been the hub of Southern California, serving key verticals such as our Utility Market, State, and Local Government (SLED) Market, Global Accounts, Data Centers, and Commercial Office (Industrial & Large), Ports, and Transportation.

The Greater Los Angeles Convergent Technology Center (CTC) will be the primary contact for LAPL for this project and any future projects. Our locally based business development, project management, and service teams will be highly accessible to LAPL throughout the project's life cycle. Our talented colleagues will facilitate timely walkthroughs, project planning, project meetings, yearly inspections, material installations, ongoing service, and support. Our local office and the other locations throughout the US are well versed in cost-effective solutions with long-term system flexibility. These include IP video surveillance, access control, fire alarm, intrusion detection, gunshot detection systems, mass notification, visitor management, identity management, and mobile video.

#### GREATER LOS ANGELES CTC COLLEAGUE HIGHLIGHTS



The Greater Los Angeles CTC has over 120+ colleagues in fire and security disciplines committed to providing the best solutions and service to our local customers. This CTC currently employs 21 Service Specialists, 12 Project Specialists, 24 Installers, and multiple Operations and Installation Supervisors. Our team's expert experience and passion for Convergent can be best shown through their longevity. Many team members have a tenure at Convergent of over 17+ years serving clients. These individuals include Miguel Estrada

(19+ years) and Greg Hardy (17+ years). Several other colleagues have been with Convergent since this CTC location opened in 2002.

This CTC employs a robust and technical project management team from an operational perspective, which allows them to take on complex projects. This team is known for the implementation and maintenance of large scale, often defunct systems. Often the team can upgrade and integrate systems while keeping the downtime minimal.

#### EARLY YEARS



The Greater Los Angeles CTC was the first California office founded initially as a gateway to connect Convergent with their customers located in the western region. The office initially opened with one founding colleague who grew the business by attracting the best talent in the marketplace and is still with the company today in an Executive role. Over the past 19 years, this location has grown exponentially and now includes several major metropolitan areas along the west coast of California.

The Greater Los Angeles CTC has been a starting point for several colleagues to grow professionally and evolve into new roles:

- The founding Vice President of this office is now an Executive Vice President
- The Operations Manager became Regional Vice President
- The first Account Executive became the Director of Global Accounts

#### NOTABLE CLIENTS

The Los Angeles area has historically provided opportunities for diverse accounts ranging from cities, counties, oil refineries, movie theaters, pharmaceutical companies, libraries, healthcare, utilities, transit, K-12, and college campuses.



KAISER  
PERMANENTE

Kaiser Permanente became a foundational account and remains a strong customer today. Convergent now services Kaiser's \$15M contract in all US locations and continues to be a trusted partner and largest security provider.

Convergent has expanded organically into the higher education market in California. In 2003, the University of Southern California selected Convergent as their primary security provider.



A few years later, Convergent added Sony Studios to our growing client list.

In 2007, several global enterprise clients were added. Following these global additions, Convergent began working with many production and film studios in the Los Angeles area.

Convergent's strong presence at the Los Angeles (LAX) airport, which was awarded through successful past performance executing large-scale projects, both locally and in the aviation market.

#### INDUSTRY LEADER



Convergint has been consistently identified as a leader in our industry and is committed to staying current regarding emerging technologies. These new technologies are used to achieve the required objectives and deliver the greatest return on your investment. Rather than just responding to RFPs, Convergint values a long-term, relationship-based approach with clients. Client relationships are highly valued, and our team strives to provide future-proof solutions that increase the community's safety and security and build on a secure foundation over time.

#### CONVERGINT'S SOCIAL RESPONSIBILITY DAY



Convergint was founded on a set of core values and beliefs that express our responsibility to our customers, colleagues, and communities. Convergint encourages employees to strive to embody the company's 10 Values and Beliefs each day.

Since 2002, on the first Friday in June, Convergint has closed its offices for a full, paid workday. Convergint encourages its employees to have the opportunity to go out and serve their communities. Due to the global pandemic, the last Convergint company-wide Social Responsibility Day was in 2019, where 2,872 Convergint colleagues — including family members and colleagues from partner organizations — volunteered at 104 organizations in 80 communities.

In 2020, the Greater Los Angeles CTC, during the pandemic, felt it was more important than ever to keep the Convergint tradition going by giving back to the community. Our local colleagues served our community in three forms. Colleagues served from their home, the local office, or out in the field.

We served in the field alongside the Lake Elsinore Dream Center. We completed many projects throughout the City that made a difference. These projects were all part of a greater vision to provide safe, clean housing for the homeless as well as residents in need. We built an ADA-compliant ramp, trimmed trees, weeded, and cleared many pounds of debris.

The passion and energy ignited by the entire team throughout this special day are moving and continue to be inspiring throughout the year. This is the Convergint culture.





Convergent Values & Beliefs #8 –  
We believe in balanced lives – family, business, community

#### COMMITMENT TO BE OUR CUSTOMERS' BEST SERVICE PROVIDER



Delivering value through unparalleled customer service and operational excellence has been foundational at Convergent. Our promise, and our number one objective, is to be our customers' best service provider.

Convergent's service team is available 24 hours a day, 365 days a year. Convergent's call centers are operated by knowledgeable staff who field requests from customer facilities and integrates them within the iCare Customer Portal. The Convergent Greater Los Angeles CTC has 96 installation/service vehicles, three bucket trucks, and over 150 colleagues supporting Security and Fire. The Greater Los Angeles CTC has a Service Center, which operates during regular business hours by 8+ Service Coordinators for technician dispatching.

#### Service Center Address – located at the Greater Los Angeles CTC:

1667 North Batavia Street  
Orange, CA 92620

Customers may initiate a service request in the following four ways:

1. **Phone:** M-F 8 AM to 5 PM (714) 546-2780
2. **Email:** SoCalService@convergent.com
3. **Via iCare** web-based portal
4. **After Hours:** (877) 735-1110

4. The proposer must have performed successful installation and maintenance of at least three (3) projects similar in scope and size and provide references to document these projects.

**Project #1 – Port of Los Angeles**

**Background Information:**



Since 2000, the Port of Los Angeles (has been ranked annually as the number one port by container volume and cargo value in the United States. As the leading gateway for trade between the US and Asia, the Port of Los Angeles and its supply chain partners provide outstanding cargo conveyance through modernized and "big ship active" marine terminal facilities. They have the largest workforce of skilled longshore labor, warehouse, and trans-loading centers to meet every shipper's needs, the nation's largest and newest drayage fleet, and rail connections that offer frequency and speed-to-market access to major freight hubs across the US.

**Convergent Services Provided:**

Convergent installed the Closed-Circuit Television (CCTV) and access control system at the Port of Los Angeles and currently provides emergency response services (24-hours a day, seven days a week, 365 days a year, including holidays). Other services provided include:

- Access control system (AMAG with 280+ card readers)
- CCTV system (Milestone with 500+ cameras)
- PSIM (VidSys)
- Videowall
- I.T./Security network infrastructure

In 2019, Convergent was contracted to install and maintain a BriefCam video analytics solution for The Port of Los Angeles. This system was designed to assist with vehicle counting, monitoring vehicle and pedestrian traffic flows and searching and identifying vehicles and people dressed in specific colors. BriefCam was deployed in a VMware high availability cluster. LA. Police Detectives use BriefCam to assist them when identifying individuals based on clothing and their vehicles based on make/model/color for busy intersections. BriefCam has eliminated false positives for the live alerts, which were previously based on camera motion. Overall, the BriefCam has improved the security staff's use of the system and eliminated complaints.

There are two servers with Tesla T4 GPU's, which are dedicated to living alerts and on-demand searches. These live alerts are used for monitoring:

- Boat ramps for vehicles and people
- People approaching the bomb storage at the K9 facility
- Vessels entering slips at the cruise terminal.

**Period of Performance:** 2013 – Present

**Approximate Contract Value:** \$15M



## Project #2 – Long Beach Airport



long beach  
airport

### **Background Information:**

Located near the Los Angeles County and Orange County borders, Long Beach Airport (LGB) serves the Greater Los Angeles area. Due to its proximity to the busier and larger Los Angeles International Airport (LAX), which is 20 miles away, the LGB airport is known for its domestic and commercial passengers, cargo, military, and general aviation activity.

LGB is the 10th busiest airport in California. As of May 2018, JetBlue has operated the most airline flights out of this airport. Other airlines that utilizing their terminals are American, Delta, Hawaiian, and Southwest. Air cargo carriers, including FedEx and UPS, use LGB to transport 57,000 tons of goods each year.

### **Convergent Services Provided:**

Convergent was selected as the integrator/service provider for LGB in 2016 and again in 2020. Convergent's scope of work included the replacement of the existing video management solution and access control system with the implementation of a unified Genetec solution. These systems include 251 cameras and 70 doors and the alert enterprise identity management system.

Convergent is contracted through our Customer Support Plan to provide the first line of support and software upgrade support until 2025.

**Period of Performance:** 2016 – Present

**Approximate Contract Value:** \$7M+

## Project #3 – County of San Bernardino Probation Department

### **Background Information:**



The San Bernardino County Probation Department was formed in 1909 due to the 1903 California Probation Law. This law required the establishment of separate courts for juvenile offenders in every county. The early probation department consisted of only one probation officer supervising juvenile offenders. Today the San Bernardino County Probation Department is a modern criminal justice agency of over 1,300 employees and a budget of over \$156 million.

The San Bernardino County Probation Department supervises and provides case management services for approximately 20,000 adult offenders, 3,500 youthful offenders, and an additional 500 youth in two detention and assessment centers.

### **Convergent Services Provided:**

San Bernardino County's Probation Department first contracted Convergent in 2019 for the installation of video surveillance in their youth justice center. Recently, Convergent has provided and installed a unified Genetec Security Center system at seven probation facilities throughout the county, which total 349 cameras and 102 access-controlled doors. Our project team is in the process of designing and planning the installation of an additional 139 cameras at the Department's High Desert facility.

**Period of Performance:** 2019 – Present

**Approximate Contract Value:** \$1.5M

5. The proposer shall be fully certified by the manufacturer to sell, install, and maintain all system components required for the solution. Please attach the certification issued by the manufacturer.



Genetec is recognized as an industry leader in IP-based security solutions. Genetec named Convergent was named the 2019 North American Strategic Partner of the Year, as well as the Canada West Regional Partner of the Year. These awards acknowledge Convergent's regional market leadership, continuous growth, and service excellence in North America. The Los Angeles CTC is also Genetec Unified Elite and a Certified Channel Partner for Major Account Programming. Convergent has over 553 colleagues with over 1,106 certifications in the US and Canada.

Genetec is one of Convergent's most progressive and innovative technology partners. They offer broad solutions portfolio that encompasses security, intelligence, and operations. The company's flagship product, Security Center, is an open-architecture platform that unifies IP-based video surveillance, access control, automatic license plate recognition (ALPR), communications, and analytics. Genetec also develops cloud-based solutions and services designed to improve security and contribute new levels of operational intelligence for governments, enterprises, transport, and the communities in which we live.

In collaboration with our in-house Advanced Solution and Professional Services teams, we can expand our ability to support LAPL with these upcoming technologies:

- Business Intelligence Analytics with Artificial Intelligence and Deep Learning
- Cyber Hygiene
- Secure Encryption and Authentication Methodologies
- Global Security Command Center

Our team continues to be **Genetec's strongest partner locally and across the nation**. Convergent has more experience and local certifications than any other integrator with Genetec in Southern California. Our experience includes implementing systems locally at:

- Airports
- Government facilities
- Entertainment
- Higher education
- Petrochemical plants

Our Genetec certification can be found on the following page.



Global Headquarters

Genetec Inc.  
2280 Alfred Nobel Blvd.  
Montreal, Quebec, H4S 2A4  
Canada

T: +1 514 332 4000  
F: +1 514 332 1882

Tuesday, January 14, 2020

## Genetec Certified Channel Partner Major Accounts Program

**Convergent Technologies LLC**  
One Commerce Drive  
Schaumburg, IL 60173  
United States

Dear Sir or Madam,

This affirms that **Convergent Technologies LLC**, and all their national and global CTCs and subsidiaries are members in good standing of the Genetec Channel Partner Program. Genetec maintains a strategic, global relationship with Convergent Technologies LLC. Members of the Genetec Channel Partner Program are recommended for the installation, service and support of Genetec solutions.

**Convergent Technologies LLC** was awarded the following:

- 2018 - Channel Partner of the Year - North America
- 2018 - Regional Channel Partner of the Year - APAC
- 2017 - National Account of the Year - North America

Members of the Genetec Channel Partner Program are recommended for the installation, service and support of Genetec solutions.

For more information on the Genetec Channel Partner Program or to learn what this partner's status level entails, please visit <https://www.genetec.com/partners/channel-partner-program>.

Should you have any questions, please contact the Convergent Strategic Account Manager listed below or Genetec Sales Administration.

Barb Wood  
Strategic Account Manager – Convergent Technologies  
M: +1-585-727-0064 • [bwood@genetec.com](mailto:bwood@genetec.com)

Regards,


**Chantale Cadieux**  
Sales Administration & GSA Manager

[genetec.com](https://www.genetec.com)


## REFERENCES

1. Provide five (5) professional references from current or former customers for similar projects. LAPL shall use these contacts for reference checks.
2. Provide company name, contact name, current telephone, e-mail address, and years of service to this customer.


### Reference #1 – Port of Los Angeles

	Company Name:	Port of Los Angeles
	Point of Contact (POC):	Jill Taylor, Homeland Security Manager
	POC Phone Number:	310-732-7628
	POC Email:	jtaylor@portla.org
	Years of Service	8+ Years
<b>Project Description:</b> Installation and maintenance of multi-facility video surveillance, access control, intrusion, video analytics, and emergency operations center video wall.		


### Reference #2 – County of San Bernardino Sheriff's Department

	Company Name:	County of San Bernardino Sheriff's Department
	Point of Contact (POC):	Kenny Hansen, Facilities Project Manager
	POC Phone Number:	Office: 909-387-0374 Cell: 909-205-0298
	POC Email:	khansen@sbcasd.org
	Years of Service:	5+ Years
<b>Project Description:</b> Installation and maintenance of multi-facility Genetec video surveillance system with approximately 1,000 cameras.		


### Reference #3 – City of Temecula

	Company Name:	City of Temecula
	Point of Contact (POC):	Michael Heslin, Director of IT and Support Services
	POC Phone Number:	951-308-6321
	POC Email:	michael.heslin@temeculaca.gov
	Years of Service:	4+ Years
<b>Project Description:</b> Installation and maintenance of a unified Genetec video surveillance, access control and intercom system across 22 city facilities and 25 city intersections. In addition, the installation of a large video surveillance wall and emergency operation center.		

#### Reference #4 – City of Irvine


	Company Name:	City of Irvine
	Point of Contact (POC):	Nick Rycroft, Technology Program Manager
	POC Phone Number:	949-724-7425
	POC Email:	nrycroft@cityofirvine.org
	Years of Service:	4+
<b>Project Description:</b> Installation and maintenance of a unified Genetec video surveillance and access control system at seven county probation facilities with the installation of 349 cameras and 102 doors.		

#### Reference #5 – Long Beach Airport

	Company Name:	Long Beach Airport
	Point of Contact (POC):	Scott Korobkin, Superintendent of Security
	POC Phone Number:	Office: 562-570-2667 Cell: 562-965-1014
	POC Email:	scott.korobkin@longbeach.gov
	Years of Service	5+ Years
<b>Project Description:</b> Installation and maintenance of a unified Genetec video surveillance and access control system comprised of 251 cameras and 70 doors. In addition, Convergent installed and maintained an Alert Enterprise identity management system for the airport.		

#### Additional Reference:

#### Reference #6 – San Bernardino Probation Department

	Company Name:	San Bernardino Probation Department
	Point of Contact (POC):	Michael Donahue, Department Information Services Administrator
	POC Phone Number:	909-387-6034
	POC Email:	michael.donahue@prob.sbcounty.gov
	Years of Service:	2 Years
<b>Project Description:</b> Installation and maintenance of a unified Genetec video surveillance and access control system at seven county probation facilities with the installation of 349 cameras and 102 doors.		



Letter of Reference – Port of Los Angeles



425 S. Palms Verdes Street Post Office Box 151 San Pedro, CA 90733-0151 TEL/TDD 310 SEA-PORT www.portoflosangeles.org

Eric Garcetti Mayor, City of Los Angeles	Jaime L. Lee President	Lucia Moreno-Linares Commissioner	Anthony Pirozzi, Jr. Commissioner	Edward R. Renwick Commissioner
Board of Harbor Commissioners	Eugene D. Seroka Executive Director			

January 26, 2021

To Whom it May Concern,

I am pleased to write this recommendation letter regarding my experience with Convergent Technologies. The Port of Los Angeles' Security System Maintenance and Integration project has been serviced by Convergent for the past eight years and is directed by Josh Lloyd. I am continually impressed with their commitment to customer service, quality, and adherence to the overall project schedule. Security integration requires seamless work and minimal interruptions. The Convergent team always has the Port in mind when determining the best solutions for implementation, materials, cost, labor, location, and deadlines.

What I personally like about Convergent Technologies and their team is the dedication to our Project and their ability to solve problems and find creative solutions. They empower the best people in order to achieve mutual goals with their clients. The collaboration between Convergent and our team at the Port has been extremely cohesive. Together, we review the specific project details, share ideas, address potential concerns, and discuss solutions. Convergent Technologies has vast knowledge and experience when it comes to security system maintenance and integration, as well as cybersecurity and the design/build of larger projects such as our Department Operations Center. Their reputation within the industry is unparalleled.

I have no hesitation recommending Convergent Technologies to any Owner or Municipality for any security system project. Please let me know if you have any further questions.

Sincerely,

JILL TAYLOR, Homeland Security Manager  
Port of Los Angeles

AN EQUAL EMPLOYMENT OPPORTUNITY - AFFIRMATIVE ACTION EMPLOYER

Please use recycled paper.

## Letter of Reference – County of San Bernardino Sheriff's Department



JOHN McMAHON, SHERIFF-CORONER

To Whom it May Concern,

I am pleased to write this recommendation letter about my experience with Convergent Technologies. During the past 4 ½ years, the San Bernardino County Sheriff's Department has had approximately 10 security system installations consisting of approximately 1000 cameras. These installations were all led by Project Manager Roger Gruender and have been serviced by Convergent from installation till present. We are continually impressed by their commitment to customer service, quality, and adherence to the overall project schedule. The Convergent team always had us in mind when determining the best solutions for implementation, materials, cost, labor, location, and deadlines.

As you know, installation and integration are areas which require seamless work with no interruption. Convergent Technologies has vast knowledge and experience when it comes to the design, programming and installation of the correct solution for every facility's unique needs. Their reputation within the industry is unparalleled.

What I personally like about Convergent Technologies and their project managers is their dedication to customer service and their ability to find answers and creative solutions. They empower the best people to lead project teams in order to achieve mutual goals with their clients. Roger Gruender has always made sure that the scope of work was completed within the predefined schedule. The collaboration between the Convergent project team and our team has always been very cohesive. Together they reviewed the specific project details, shared ideas, addressed potential concerns, discussed solutions, and then communicated these items to the larger team.

I have no hesitation on recommending Convergent Technologies to any Owner or Municipality for any security systems projects. Please let me know if you have any further questions.

Sincerely,

Kenny Hansen, [khansen@sbcisd.org](mailto:khansen@sbcisd.org)

Facilities Project Manager

San Bernardino County Sheriff's Department

## Letter of Reference – City of Temecula



## City of Temecula

### Information Technology & Support Services

41000 Main Street • Temecula, CA 92590

Phone (951) 308-6300 • Fax (951) 308-6329 • [TemeculaCA.gov](mailto:TemeculaCA.gov)

January 26, 2021

To Whom It May Concern:

It is my pleasure to write this recommendation letter on behalf of Convergent Technologies. In 2018, the City of Temecula contract with Convergent Technologies for the installation of video surveillance cameras, access control, and other related technologies spanning over 22 locations throughout the City. The project was led by Convergent's project manager Jeff Duchac and has been serviced by Convergent for the past 2 years. We are continually impressed by Convergent's commitment to customer service, quality, and adherence to the overall project schedule. The Convergent team always had us in mind when determining the best solutions for implementation, materials, cost, labor, location, and deadlines. Convergent has repeatedly demonstrated has vast knowledge and experience with the implementation and management of security solutions and their reputation within the industry is unparalleled.

What I personally like most about Convergent Technologies and their project managers is their dedication to customer service and their ability to find answers and creative solutions. They empower the best people to lead project teams to achieve mutual goals with their clients. Jeff always made sure that the scope of work was completed within the predefined schedule. The collaboration between the Convergent project team and our team was cohesive. Together they reviewed the specific project details, shared ideas, addressed potential concerns, discussed solutions, and then communicated these items to the larger team.

I have no hesitation on recommending Convergent Technologies to any organization or municipality for the installation and maintenance of your security systems. For more information or specific examples, please do not hesitate to contact me.

Regards,

A handwritten signature in black ink, appearing to read "Michael K. Heslin".

Michael K. Heslin  
Director of Information Technology & Support Services  
[michael.heslin@TemeculaCa.gov](mailto:michael.heslin@TemeculaCa.gov)



## Letter of Reference – City of Irvine



[cityofirvine.org](http://cityofirvine.org)

City of Irvine, 1 Civic Center Plaza, P.O. Box 19575, Irvine, California 92623-9575 949-724-8000

February 10, 2021

To Whom it May Concern,

It is my pleasure to write this recommendation letter on behalf of Convergent Technologies. In late 2016, the City of Irvine first contracted with Convergent Technologies for the installation of video surveillance cameras, access control, and other related technologies spanning across several City facilities. The project was led by Convergent's project manager David Schwartz and has been serviced by Convergent for the past 4 years. We are continually impressed by Convergent's commitment to customer service, quality, and adherence to the overall project schedule. The Convergent team always had us in mind when determining the best solutions for implementation, materials, cost, labor, location, and deadlines.

What I personally like most about Convergent Technologies and their project managers is their dedication to customer service and their ability to find answers and creative solutions. They empower the best people to lead project teams in order to achieve mutual goals with their clients. David always made sure that the scope of work was completed within the predefined schedule. The collaboration between the Convergent project team and our team was cohesive. Together they reviewed the specific project details, shared ideas, addressed potential concerns, discussed solutions, and then communicated these items to the larger team.

I have no hesitation on recommending Convergent Technologies to any organization or municipality for the installation and maintenance of your security systems. Please feel free to contact me if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read 'Nick Rycroft'.

Nick Rycroft  
Technology Program Manager  
949-724-7425  
[nrycroft@cityofirvine.org](mailto:nrycroft@cityofirvine.org)

## Letter of Reference – Long Beach Airport



**long beach  
airport**

where the going is easy®

Long Beach Airport  
4100 Donald Douglas Dr  
Long Beach, CA 90808

February 10, 2021

To Whom it May Concern,

It is my pleasure to write this letter of recommendation on behalf of Convergent Technologies. Since 2014, Long Beach Airport has contracted with Convergent Technologies for the installation of video surveillance cameras, access control, an identity management solution, and other related technologies to various structures at the airport. This includes installing equipment in our ticketing, passenger concourses and Air Operations Area (AOA). Currently, the airport has contracted Convergent to perform all preventive maintenance on the airport security system. This contract is serviced by one full-time embedded technician who is part of the airport support team. To date, we have had a positive working relationship with Convergent. We are impressed with their commitment to customer service, quality, and adherence to the airport's policies, procedures, project schedule and budget. The Convergent team is very detailed and specific when determining the best solutions for implementation, materials, cost, labor, location, and deadlines. Convergent has repeatedly demonstrated vast knowledge and experience with the implementation and management of security solutions.

What we appreciate most about Convergent Technologies and their project managers is their dedication to customer service and their ability to find answers and creative solutions. They empower quality people to lead project teams to achieve mutual goals with their clients. Jeff, Daniel, Gabe and the team have always made sure that work is completed within predefined schedules. The collaboration between the Convergent project team and our team is very cohesive. Together we review the specific project details, share ideas, address potential concerns, discuss solutions, and communicate these items to the larger team.

I do not have any reservations in recommending Convergent Technologies to install and maintain a comprehensive security solution. Please feel free to contact me if you have any questions.

Sincerely,

Scott Korobkin  
Superintendent of Airport Security

4100 Donald Douglas Dr, Long Beach, CA 90808  
Tel: 562.595.2500 ext. 2500 | [lgb.org](http://lgb.org)

## BRIEF OVERVIEW OF YOUR FIRM'S HISTORY AND PERSONNEL

This section should include but is not limited to the following information:

### 1. How long has your firm been in business?



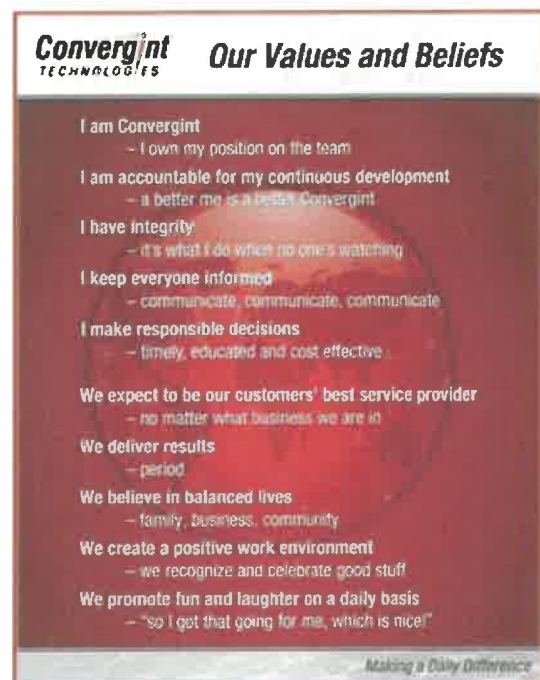
**Convergent Technologies LLC (Convergent)** is headquartered in Schaumburg, Illinois, and has 5,000+ colleagues globally. Founded in 2001, Convergent is an industry-leading global service-based systems integrator and the **2020 #1 Systems Integrator of the year by SDM Magazine for the Third Year in a Row**. Our expertise and strategic focus are providing comprehensive design, installation, and service (maintenance) for integrated building systems, including electronic security, fire alarm, and life safety systems. We are the **world's largest security systems integrator** with over 19 years of experience and "lessons learned" supporting customers. From day one, delivering value through unparalleled customer service and consistent operational excellence has been foundational at Convergent.

Convergent's top priority is service in every way – service to customers, colleagues, and community. With 110+ locations and 5,000+ colleagues, **our promise, and our number one objective, is to be our customers' best service provider.**

Our experience spans all types of security technologies, including enterprise card access, IP video management, intelligent video, UL2050, intercom, biometrics, perimeter protection, asset protection, smartcard credential management, Physical Security Information Management (PSIM), Physical Identity Access Management (PIAM), secure authentication, and compliance management.

Convergent was built on a solid foundation of **Values and Beliefs** (Vs & Bs). Before we were legally formed, before we received one order, before we hired one colleague, our founding leadership began writing down the principles that would eventually become our Vs & Bs. and established a unique and empowered culture. Our Vs & Bs have driven our positive culture and service-oriented focus throughout our organization and is what differentiates us from other integrators.

Convergent's culture is reflected in our approach to business. We prefer to partner with clients, vendors, and subcontractors to ensure everyone benefits from the relationship. The Convergent / LAPL partnership will enhance the LAPL customers safety and security posture and allow LAPL customers to focus more of their resources on their core mission.



Convergent has grown to be a global integrator with offices and partners across the world. Even though we are a large company with worldwide reach, we do not lose sight of our promise to

deliver value through unparalleled customer service and operational excellence, which has been foundational at Convergent.

Our commitment to people, culture, technologies, and service sets us apart from our competitors. Convergent is dedicated to being our customers' best service provider with a culture of integrity, accountability, and excellence.

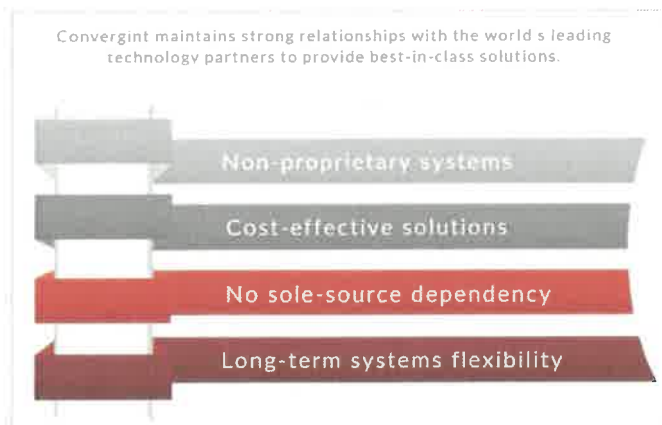


**Our People** – Our greatest strength is our people. We hire and develop the industry's most dedicated and qualified colleagues and provide an aggressive certification plan to keep them trained in the latest technology innovations, industry trends, and regulations. We invested over \$12M in training courses last year!

**Our Culture** – Convergent operates on a set of core Vs & Bs that express our responsibility to our customers, colleagues, and communities. Our Vs & Bs are not just words on a page, but the very fabric of Convergent culture. Our daily commitment to these values is one key reason why our customers choose to do business with Convergent.

**Convergent's Social Responsibility Day** – For the past 18 years, Convergent has been closing its CTC's for a full, paid workday on the first Friday in June. Convergent does this so the colleagues may go out and serve their communities. In 2019 2,872 Convergent colleagues—including family members and colleagues from partner organizations—volunteered at 104 organizations in 80 communities across the country.

**Our Technologies** – Convergent maintains strong relationships with the worlds' leading technology partners to provide customers with a choice of best-in-class solutions allowing us to provide cost-effective, customized, valued solutions and products to our customers. Instead of tying your hands to one provider or one manufacturer, we promote non-proprietary systems enabling you to avoid sole source dependency while ensuring long-term system flexibility and maintaining cost-effectiveness.



**Our Services** – One of our core values is that **we expect to be our customers' best service provider**. Convergent designs service programs to meet the client's specific business goals by leveraging dedicated, certified colleagues to ensure system integrity and uptime. Convergent's customer portal, *iCare*, provides you real-time access to your installation projects, service work

orders, status, and metrics reporting. Our *iCare* portal promotes transparency, improves customer service, and reduces cost through operational efficiency improvement. *iCare* is a fully integrated tool connected to all aspects of the Convergent enterprise, from customers to schedulers and technicians in the field.



Convergent is a flat and integrated organization able to react to changing market conditions quickly. Our structure enables us to leverage resources to meet our clients' specific needs and adapt rapidly to the ever-changing business landscape. With 110+ company-owned "brick and mortar" locations and hundreds of Convergent Connect partners, we successfully complete the most challenging projects and provide a high level of support unmatched by our competitors.



**Our Partners** – Convergent's partners play a significant role in the success of our organization. When delivering complex projects for our customers, connect partners and subcontracting partners are just as crucial as product partners. Our core teams communicate effectively with all partners. Extensive knowledge gained from past project experience to continue to grow will be crucial for the delivery of future success.

**Our Products** – Another reason Convergent is different is that we are product agnostic, which means we are not limited by selling a product. We offer a wide array of product choices that allow us to create a solution tailored to your needs. Convergent understands that interoperability among disparate system types is critical to your security plans' success, and we have the manpower and expertise to manage all your sophisticated projects at any time. With our open-platform solution partners, Convergent can deliver a custom-fit, a scalable security solution for your organization.

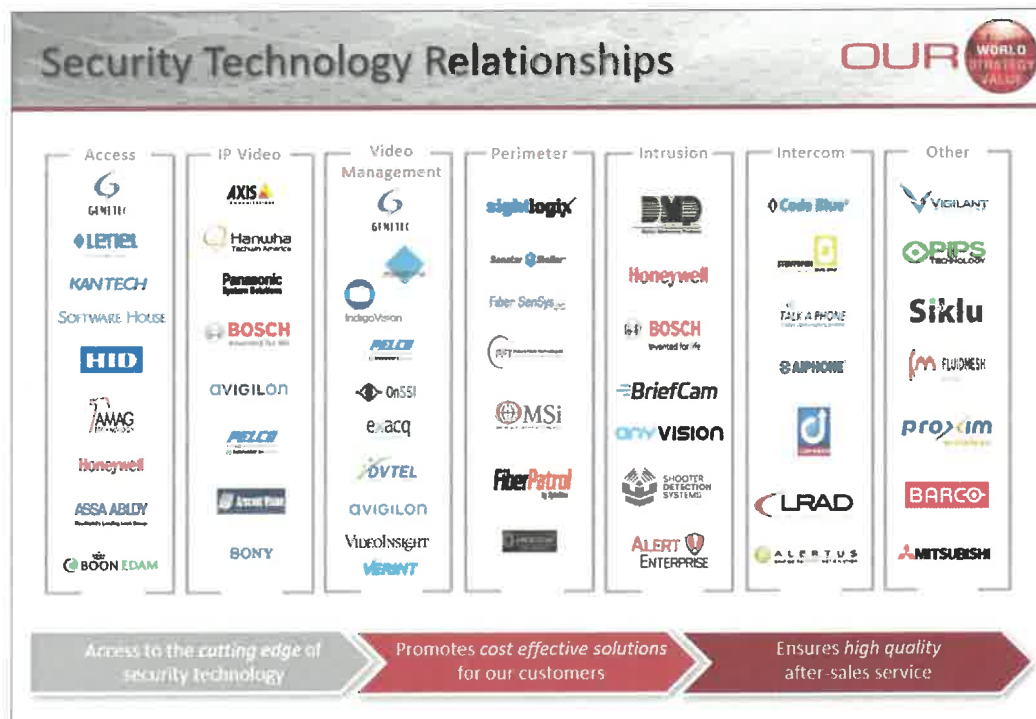
Convergent's primary offering is to be our customers' best service provider, no matter what business we are in. Per our *Vs & Bs #6 - we expect to be our customers' best service provider*, the primary solutions that we offer include, but are not limited to:

- Access Control
- IP Video Management Systems and Cameras
- Intrusion Detection
- Life Safety Fire Alarm



- Network Cyber Security
- Convergent Advanced Service Solutions (a team to support the systems when customized and integrated)

Below are some of the technologies that we design, install, service, and maintain for our customers locally, nationally, and globally.



## 2. How long has your firm represented the system that will be provided?

Since 2008, Convergent has represented Genetec globally.

## 3. Describe the proposer's responsibilities and scope of work for three (3) customers listed in Section VI, B, References, preferably organizations of similar size.

**Project 1 - Port of Los Angeles:** Since 2000, the Port of Los Angeles (has been ranked annually as the number one port by container volume and cargo value in the United States. As the leading gateway for trade between the US and Asia, the Port of Los Angeles and its supply chain partners provide outstanding cargo conveyance through modernized and "big ship active" marine terminal facilities. They have the largest workforce of skilled longshore labor, warehouse, and trans-loading centers to meet every shipper's needs, the nation's largest and newest drayage fleet, and rail connections that offer frequency and speed-to-market access to major freight hubs across the US.

Convergent installed the Closed-Circuit Television (CCTV) and access control system at the Port of Los Angeles and currently provides emergency response services (24-hours a day, seven days a week, 365 days a year, including holidays). Other services provided include:

- Access control system (AMAG with 280+ card readers)
- CCTV system (Milestone with 500+ cameras)
- PSIM (VidSys)
- Videowall
- I.T./Security network infrastructure

In 2019, Convergent was contracted to install and maintain a BriefCam video analytics solution for The Port of Los Angeles. This system was designed to assist with vehicle counting, monitoring vehicle and pedestrian traffic flows, and searching and identifying vehicles and people dressed in specific colors. BriefCam was deployed in a VMware high availability cluster. LA. Police Detectives use BriefCam to assist them when identifying individuals based on clothing and their vehicles based on make/model/color for busy intersections. BriefCam has eliminated false positives for the live alerts, which were previously based on camera motion. Overall, the BriefCam has improved the security staff's use of the system and eliminated complaints.

There are two servers with Tesla T4 GPU's, which are dedicated to living alerts and on-demand searches. These live alerts are used for monitoring:

- Boat ramps for vehicles and people
- People approaching the bomb storage at the K9 facility
- Vessels entering slips at the cruise terminal.

**Project 2 - Long Beach Airport:** Located near the Los Angeles County and Orange County borders, Long Beach Airport (LGB) serves the Greater Los Angeles area. Due to its proximity to the busier and larger Los Angeles International Airport (LAX), which is 20 miles away, the LGB airport is known for its domestic and commercial passengers, cargo, military, and general aviation activity.

LGB is the 10th busiest airport in California. As of May 2018, JetBlue has operated the most airline flights out of this airport. Other airlines that utilizing its terminals are American, Delta, Hawaiian, and Southwest. Air cargo carriers, including FedEx and UPS, use LGB to transport 57,000 tons of goods each year.

Convergent was selected as the integrator/service provider for LGB in 2016 and again in 2020. Convergent's scope of work included the replacement of the existing video management solution and access control system with the implementation of a unified Genetec solution. These systems include 251 cameras and 70 doors and the alert enterprise identity management system.

Convergent is contracted through our Customer Support Plan to provide the first line of support and software upgrade support until 2025.

**Project 3 - County of San Bernardino Probation Department:** The San Bernardino County Probation Department was formed in 1909 due to the 1903 California Probation Law. This law required the establishment of separate courts for juvenile offenders in every county. The early probation department consisted of only one probation officer supervising juvenile offenders. Today the San Bernardino County Probation Department is a modern criminal justice agency of over 1,300 employees and a budget of over \$156 million.

The San Bernardino County Probation Department supervises and provides case management services for approximately 20,000 adult offenders, 3,500 youthful offenders, and an additional 500 youth in two detention and assessment centers.

San Bernardino County's Probation Department first contracted Convergent in 2019 for the installation of video surveillance in their youth justice center. Recently, Convergent has provided and installed a unified Genetec Security Center system at seven probation facilities throughout the county, which total 349 cameras and 102 access-controlled doors. Our project team is in the process of designing and planning the installation of an additional 139 cameras at the Department's High Desert facility.

**4. Provide the number of Libraries and public buildings installations proposer has installed within the last year.**

Within the last year, Convergent has completed hundreds of public building installations and many libraries. These recent installations include:

- City of Huntington Beach
- City of Carson
- City of Chula Vista
- City of Compton
- City of La Palma
- City of Lakewood
- City of Santa Monica
- City of Seal Beach
- City of South Gate
- City of Temecula
- City of Tustin
- City of Irvine
- City of Orange
- City of Pomona
- City of Calexico
- City of Pasadena
- County of San Bernardino Sheriff
- County of San Bernardino Probation
- County of Orange Sheriff
- County of Ventura Sheriff
- County of Ventura Clerk Recorder
- Port of Los Angeles
- Los Angeles Airport
- Long Beach Airport


**KEY PERSONNEL**

**1. Name the person who will be in direct charge of work and will serve as the Supervisor for work performed under this contract.**

Convergent Project Manager Jeff Duchac will be in direct charge of work and will serve as the Supervisor for work performed under this contract. Also assigned to this project will be Convergent Project Specialist David Conners.



2. Detail relevant qualifications and experience, including the length of time in this position and relevant degrees, certifications, and licenses.

	<div data-bbox="1062 302 1349 428"><p>Making a Daily Difference</p></div> <div data-bbox="522 380 823 476"><h2>JEFF DUCHAC</h2><p>Project Manager</p></div>
<p>Convergent was built on a solid foundation of <b>VALUES &amp; BELIEFS</b>, which drive our culture and are what make us different. We encourage Convergent colleagues to live these on a daily basis at home, work, or in their communities.</p>	<p><u><b>Profile:</b></u></p> <p>Jeff has been working in the Security industry since 1981 as an Installer, Lead Technician, Designing Security Systems, Engineering, and Project Manager. Jeff is highly knowledgeable and well recognized in this security industry through the numerous successful projects he has led over the years.</p> <p><u><b>Key Project Experience:</b></u></p> <ul style="list-style-type: none"><li>• City of Beverly Hills - citywide video surveillance project</li><li>• Riot Games - global Genetec video and access control implementation based Long Beach Airport - Genetec Unified video and access control system</li><li>• Los Angeles Department of Water &amp; Power</li><li>• City of Minneapolis - citywide video surveillance system deployment</li><li>• City of Maple Grove - citywide video surveillance system deployment</li><li>• City of Minnetonka - citywide card access system upgrade</li><li>• FOX Studios</li><li>• UST Global</li><li>• Experian</li><li>• Target Headquarters</li></ul> <p><u><b>Certifications:</b></u></p> <ul style="list-style-type: none"><li>• Genetec Certification #241330 in Video and Card Access disciplines</li><li>• Milestone Certified with XProtect Corporate, Enterprise, Professional and Basic plus.</li><li>• ASSA ABLOY was certified for integrator program.</li><li>• TAC I/NET Seven Security Systems Programming C3004</li><li>• Notifier Integrated Systems Large Intelligent Systems (NFS-3030).</li><li>• Lenel Systems International CR1000R Access Control Hardware, CR2000R Access Control Essential and CR3000R Advanced Access Control</li><li>• Vicon Elite VicoNet System Integration Training</li><li>• Lenel Systems International on certificate of Training</li></ul> <div data-bbox="748 1677 1131 1734"><p><b>CONVERGINT.COM</b> UNITED STATES • CANADA • ASIA PACIFIC • EUROPE</p></div>



## DAVID CONNERS

*IT Specialist*

*Convergent was built on  
a solid foundation of*

**VALUES & BELIEFS,**  
*which drive our culture  
and are what make us  
different. We encourage  
Convergent colleagues  
to live these on a daily  
basis at home, work,  
or in their communities.*

### Profile:

IT professional with over 19 years of diverse Integrated systems, electronics, IP Systems, Server management, VMware systems, & data fire life safety systems. I have an excellent ability to manage time effectively, I am consistently dedicated to meeting internal & external customer expectations. Strong leadership ability, team building, and an ability to learn quickly.

### Key Projects:

- Port of Los Angeles - Siklu Radios, Cisco Network Management, Axis camera management
- County of Orange – Lenel programming and Genetec integration
- County of San Bernardino – Genetec video management and camera configuration with database observation
- Stratolaunch – Full Lenel installation and management

### Certifications:

- DMP Security Systems
- Lenel Master Certification
- EST-3
- Genetec Advance Certified
- Nicet Level 1
- ExacqVision
- Avigilon

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**3. List all other key individuals who will serve under this contract and describe the individual's relevant qualifications.**

Name	Title	Qualifications
Scott Bradshaw	IT Systems Architect	Genetec Certified
David Conners	IT Supervisor	Genetec Certified
Matt Avigur	Project Specialist	Genetec Certified
Rick Price	Project Specialist	Genetec Certified
Bassem Magharyos	Project Specialist	Genetec Certified
Wayne Schwierjohann	Project Specialist	Genetec Certified
Luis Lopez	CAD Specialist	Milestone Certified

**EQUIPMENT LIST**

**Understanding of Scope**

The LAPL system serves the residents of the City of Los Angeles. The system holds more than six million volumes. With over 18 million residents in the Los Angeles Metropolitan Area, it serves the largest population of any publicly funded library system in the United States. A Board of Library Commissioners oversees the system with five members appointed by the mayor of Los Angeles in staggered terms in accordance with the city charter.

The historic Central Library Goodhue building was constructed in 1926 and is a Downtown Los Angeles landmark. The Central Library was designed by the architect Bertram Goodhue. The new wing of the Central Library was completed in 1993 and was named in honor of former mayor, Tom Bradley. The complex (i.e., the original Goodhue building and the Bradley wing) was subsequently renamed in 2001 for former Los Angeles Mayor Richard Riordan, as the Richard Riordan Central Library.

Besides the Central Library located in downtown Los Angeles, the system also operates 72 branch locations in the City's many neighborhoods. Eight of the larger branches are designated "regional branches".

After reviewing the Library's RFP and attending the project pre-bid meetings/job walk, Convergent's understanding of the RFP objectives and Scope of Work are as follows:

- LAPL is seeking to contract with a security integrator to provide and install a video management System (VMS) and an access control system (ACAMS) at the Central Library and at all 72 branch libraries.
- Currently, the LAPL has several video surveillance and access control systems deployed throughout its facilities, such as Andover Access Control and Panasonic Video Systems. Much of these systems were deployed over 20 years ago. Some of the current systems are in disarray.

- LAPL seeks to standardize on an enterprise security platform that would unify both video and access control systems. Ideally, the system will have remote management capabilities. This would allow the system to run as a federated platform or be integrated into a larger enterprise, City-wide system for centralized command and control.
- The selected integrator will be responsible for providing end-to-end support, including tasks such as:
  - System design
  - Acquisition of hardware and software
  - ACAMS and VSS installation and configuration
  - Setup of user accounts and permissions
  - Warranty and support, training
  - Closing documents including as-builts
  - Software enhancements
- LAPL is seeking to contract a security integrator that will provide 24x7x365 phone or email access with an established dispatch process to accurately log the call, capture the appropriate severity level, and initiate corresponding emergency service 24x7x365 throughout all library regions.
- LAPL will require that the security integrator maintains factory certifications to resell, install, and maintain the products they provide within 100 miles of the City of Los Angeles.
- LAPL is seeking an enterprise-level product that will not be proprietary to any one system integrator and include basic and advanced feature capabilities to support:
  - Various deployment architectures
  - Authentication protocols
  - Centralized alarm management
  - Integration capabilities
  - Health and firmware management
  - Mapping capabilities
- The Video Surveillance System (VSS) and Access Control Management System (ACAMS) system provided by the integrator shall also include IP cameras, readers, servers, client workstations, and operate on the LAPL's LAN/WAN network – or potentially on their own LAN if so desired.
- The Video Management System (VMS) shall not be proprietary and shall be able to support cameras from leading manufacturers, which include AXIS, Avigilon, Bosch, Panasonic, Pelco, and many others either via direct driver integration or ONVIF.
- The VMS should support multiple video compressions, including H.264, MPEG 4, and others.
- The VMS system shall be able to integrate with access control systems to support video verified access control alarms.

- The VMS shall include user friendly capabilities to view, record, and export video while maintaining full security capabilities and access permissions.
- The VMS and cameras shall allow multiple recording parameters with recordings retained for 30 days to meet the library's current retention requirements.
- LAPL is seeking to contract a security integrator that will stock or have quick access to replacement parts to minimize delays with service and repairs.
- LAPL seeks to partner with a security integrator that will prepare and provide all project closing documents including load sheets (IP and MAC addresses), passwords, as-built-drawings, maintenance manuals, licenses, and warranties, etc.
- LAPL is seeking to partner with a security integrator that will provide proper levels of training to library personnel, including user and administrator training.

Convergent is pleased to report that our team will meet and exceed all project scope requirements as listed above.

#### Proposed Technologies

After reviewing this project's detailed requirements, Convergent proposes the deployment of Genetec's Security Center as a Unified security platform for the City of Los Angeles Library Security System. Genetec's Security Center will allow LAPL to integrate all video surveillance and access control into one common platform and allow the City to expand to an unlimited number of cameras and doors via a distributed network of centralized and remote archivers. It would also position the City to integrate additional technologies such as license plate recognition, intercom, and intrusion detection into one common platform for mapping, monitoring, and alarming.

#### The Unified Server Infrastructure

With the open-platform concept already established in the video surveillance industry, the new trend toward non-proprietary door controllers in the access control industry and the emerging security standards give way to a now achievable unified security platform. **A unified platform is a comprehensive software solution that manages access control, intrusion, and video functionalities through non-proprietary security appliances.**

A unified platform goes above and beyond tagging or bookmarking video when an access control event occurs or unlocking an access-controlled door from the video surveillance user interface. It is a unified user interface that offers seamless integration between video, access, and intrusion systems with built-in reporting and alarm management functionalities.

**With this type of solution, it is possible to configure and manage video cameras, access controlled doors, print badges, monitor intrusion panels, and have everything at the security personnel's disposal to ensure the facility's security level a single consistent software suite.** An open-unified solution protects the end user's investment through interoperability, meets the user's security needs, and is affordable to buy and maintain.



An open-unified platform is a product that targets the mass market by providing built-in support for commoditized security products such IP cameras, DVRs, door controllers, alarm panels, badge printers, active directory for authentication, and card management without requiring customization for every installation.

Since a unified platform supports commoditized products, hardware investments are protected. Therefore, if the end user is not satisfied with the unified software solution, they can change software components without reinvesting in specialized appliances. Suppose customization is not mandatory to deploy a unified platform. In that case, the software must still allow for third-party integration and customizations through a Software Development Kit (SDK) or Application Program Interface (API). The SDK or API must be available so the end user can contract external firms to design and maintain the custom integrations beyond their video and access control applications, and not rely solely on the unified platform manufacturer for these initiatives down the road.

**Convergint believes that this seamlessly integrated system offering centralized management, administration, monitoring and reporting will fulfill or exceed LAPL's requirements.** Its single, centralized database contains all the information that would be distributed among multiple databases in a non-integrated environment.

A truly unified platform optimizes resources by sharing common servers and databases for:

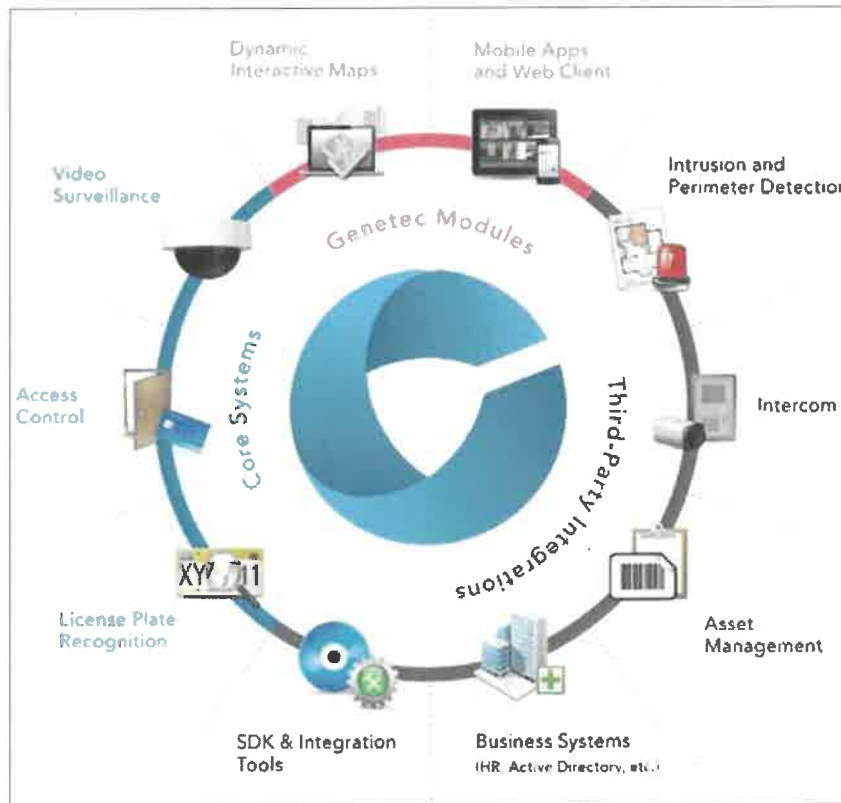
- Authentication and permissions
- Licensing
- Configuration settings
- Alarms and events
- Audit and activity log
- Video recording
- Access logs

This type of architecture is easier to install and manage because it consists of a single software suite to learn, configure, upgrade, backup, unlike the integrated system where these tasks must be done for all implicated systems.

A centralized server infrastructure simplifies the end user's life because the user only needs to connect to a single server using a single login. From that connection, they have access to all services offered by the unified platform. They no longer have to connect to different servers while conducting both video and access control investigations.

#### **Genetec's Security Center**

Convergint will provide Security Center, Genetec's unified security platform that seamlessly blends IP security surveillance systems within a single intuitive interface to simplify your operations. Security Center merges three main security applications, including video surveillance, access control, and license plate recognition, into a single intuitive solution. The platform can also incorporate third party security and business systems (such as intrusion detection) for a completely unified management solution. The modules illustrated in the graphic below are detailed in the following paragraphs.



### **Omnicast Video Management System**

Convergint proposes the Omnicast Video Management System for this project. Omnicast is the IP video management software that continues to redefine video surveillance systems, providing unparalleled scalability, advanced support for a wide range of industry-leading cameras, encoders, and CCTV equipment.

### **Synergis Access Control System**

Synergis is an IP access control system that enables LAPL to reduce deployment time and cost by providing unmatched hardware freedom while ensuring the real-time monitoring of access events and cardholder activity.

### **Incorporate Intercom Communications within Your Security Strategy**

Sipelia Communications Management is a module of Security Center that enables seamless SIP-based communications between operators and intercom devices deployed throughout your organization.

### **Unified Intrusion Monitoring**

Intrusion panel integration is a valuable add-on to security operations as intrusion activities can now be consolidated with those of LAPL's Omnicast video surveillance and Synergis access control systems. The result is a unified video, access control, and intrusion monitoring platform that helps protect your resources and assets.

### **AutoVu Automatic License Plate Recognition System**

The AutoVu automatic license plate recognition (ALPR) system automates the collection and identification of vehicle plates, which provides an easy and rapid solution for law enforcement and parking control agencies to detect vehicles of interest.

### **Stay Connected While in the Field**

The Security Center Mobile turns your smartphone into a mobile monitoring station that allows you to push video back to the client interface. LAPL staff will be able to respond to incidents while in the field and collaborate with operators at their workstations.

### **Synchronize Windows User Accounts**

LAPL will be able to centralize the management and automate the synchronization of Windows user accounts with Security Center's administrator, operator, and cardholder accounts through integration with Active Directory (AD).

#### **1. Access Control Systems**

**Provide specifications for equipment and installation. Include a quick reference showing the various equipment in your response. Equipment may include but is not limited to, the following:**

- a. Proximity card readers and printers.
- b. Access cards
- c. Electric door locks.
- d. Magnetic door locks.
- e. Controllers.
- f. Emergency door releases.
- g. Access control panels and enclosures, as necessary.
- h. Cabling and wiring
- i. Camera/Intercom entry system that can interface with the Library's existing VoIP phone system.
- j. 2D barcode capability.

Convergent proposes the access control hardware for LAPL on the following pages:

#### **HID Card Reader**

The RP40 is a multi-technology card reader designed to upgrade their current card system from HID Prox to iCLASS® credentials. With the RP40 reader, the customer can transition to smart cards over time while incorporating the use of multiple card technologies within a single building or across multiple facilities. Unlike contactless smart card serial number readers, with the RP40 multiCLASS™ reader, you get enhanced security through mutual authentication and data encryption. Only the RP40 provides true iCLASS security, the ease of Prox, the power of smart cards, and the confidence of choosing HID, the worldwide leader in access control.





### **HID FARGO HDP5000 ID Card Printer**

Superior print quality, higher reliability, and durability, greater security – your photo ID cards will have all these qualities when you print and encode them with the affordable and versatile HDP5000 ID card printer and encoder. Perfect for smart cards with embedded electronics, it reliably produces cards in High Definition with the highest image quality available. The HDP5000 ID card printer and encoder upgrades easily in the field, with additional modules.



### **HID Access Card**

HID Global's iCLASS® Seos™ smart cards are based on a secure, open technology to manage and authenticate identities. The cards primarily address the need to secure identities for the physical access control solution (PACS) market but are also provisioned to support other applications, including One-Time Password authentication (OTP) for login into networks other IT resources.



### **T3MK75F16D Power Supply**

Altronix T3MK75F16D kit consists of Trove3 enclosure and TM3 Mercury/Altronix backplane with 24VDC @ 10A and 12VDC @ 10A power supply/chargers, eight (8) PTC protected output power distribution module, and two eight (8) PTC protected output access control modules. This kit also accommodates various combinations of Mercury/Lenel\* boards for up to sixteen (16) doors in a single enclosure. Trove simplifies board layout and wire management, reduces installation time and labor costs.



### **Mercury LP1502 Controller**

The new Authentic Mercury LP Series Intelligent Controllers are Mercury Security's next-generation advanced access control platform that runs on embedded Linux. The enhanced platform offers an improved processor and increased memory, plus features an embedded crypto memory chip that provides a secured layer of encryption to onboard sensitive data. The multi-port LP1502 is a dual card reader panel to control two connected doors and manage up to 64 doors/openings. The intelligent controller built on the Authentic Mercury platform uses an onboard Ethernet port to connect to cloud or server-based access control hosts. The intelligent controller performs access control, alarm management, and scheduled operations -- all in a single package. With native connectivity, the high-performance LP1502 functions independently of the host to perform numerous access control applications and support OSDP, OSDP Secure Channel, keypads, biometric readers, Wiegand, clock and data, magnetic stripe, F/2F, and supervised F/2F reader technologies.

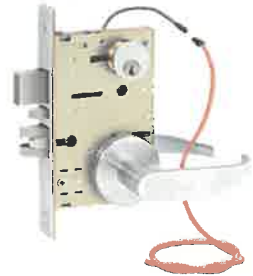


**Mercury MR52 Reader Interface Module** The new Authentic Mercury MR Series 3 Serial Input/ Output (SIO) modules enable system expansion of Authentic Mercury intelligent controllers as part of Mercury's distributed architecture. The MR52 Series 3 is a dual card reader interface panel with onboard flexibility to connect a wide range of security devices. The MR52 is easy to install and provides the required I/O for interfacing two card readers, eight general-purpose input monitor points, and six control relays to any Authentic Mercury series intelligent controller. With two-wire RS-485 connectivity, the MR52's two reader ports support OSDP, OSDP Secure Channel, FICAM government profiles, keypads, biometric readers, Wiegand, clock and data, magnetic stripe, F/2F, and supervised F/2F reader technologies.



#### **Electrified Mortise Locksets**

SDC Selectric Electrified Mortise Locksets are designed to access openings in commercial, industrial, and institutional facilities where code compliance, dependable operation, and resistance to physical abuse are required. Selectric locksets ensure that the door stays latched even when unlocked, maintaining fire door integrity. Selectric locksets comply with all national building and fire life safety code requirements for use on fire-rated doors, including high-rise stairwell and elevator lobby doors where electric strikes and magnetic locks are prohibited.



#### **Electrified Cylindrical Locksets**

SDC Pro Electrified Cylindrical Locksets are designed to access openings in commercial, industrial, and institutional facilities where code compliance, dependable operation, and resistance to physical abuse are required. 7200 Series Locksets are locked on the outside and unlocked from the exterior by access control or mechanical key. The inside lever is always operable for uninhibited egress.



#### **Von Duprin Panic Bars**

98/99 Series exit devices for all types of single and double doors with mullion, UL listed for panic exit hardware. Devices are certified to ANSI/BHMA A156.3 2014, Grade 1. The 98 device has a smooth mechanism case, and the 99 device has a grooved case. The rim device is non-handed except when the following device options are used: SD (special dogging), -2 (double cylinder), or SS (signal switch). Covers stock hollow metal doors with 86 or 161 cutouts on single doors (may cover cutouts on pairs – consult template).



## **2. Enterprise Security Camera Systems**

**Provide specifications for equipment and installation. Include a quick reference showing the various equipment in your response. Equipment may include but is not limited to, the following:**

- a. IP Cameras, HDR and WDR
- b. Switches
- c. Network Storage Solution
- d. Audio capabilities
- e. Color Night Vision
- f. Network Video Recorder

- g. **Real-Time Security Monitoring**
- h. **Cabling and wiring.**
- i. **Video compression**
- j. **Extreme Weather Rating**
- k. **Interface with the access control systems.**
- l. **IP Camera Management Software**
- m. **IP Camera Accessories such as brackets, mounts**
- n. **Power connectivity**
- o. **Network infrastructure (wireless, Cat6, cable runs**
- p. **Software and hardware associated to the project**
- q. **Monitors and connectivity.**
- r. **Security Based Monitoring Station.**

Convergent proposes the following video surveillance hardware for LAPL:

#### **Video Surveillance Cameras**

##### **Axis P3247-LVE (and P3247-LV Indoor Version)**

The AXIS P3247-LVE offers excellent image quality in 5MP resolution. This IK10-rated outdoor-ready camera features Axis Lightfinder 2.0 and Axis Forensic WDR for true colors and great detail in challenging light or near darkness. It includes Optimized IR for surveillance in complete darkness and motion-adaptive exposure significantly reduces motion blur from approaching or nearby objects. AXIS Object Analytics lets you detect and classify humans and vehicles. Thanks to two-way audio and I/O connectivity, you can add audio analytics and integrate peripheral equipment. Furthermore, Axis Edge Vault protects your Axis device ID and simplifies Axis products' authorization on your network.



##### **Axis P3717-PE**

The AXIS P3717-PE Network Camera is a compact 8-megapixel camera with four varifocal lenses enabling overview and detailed surveillance. With one IP address and one network cable, the four-camera-in-one unit provides a flexible, cost-effective solution for multidirectional surveillance. 360° IR illumination, Forensic WDR, and Lightfinder technology provide excellent video quality in any light conditions. Each camera head can be individually positioned (pan, tilt, roll, and twist) along a circular track. Remote zoom and focus make it easy to install, and the clear cover, with no sharp edges, ensures undistorted views in all directions. The camera comes with an integrated weather shield.



##### **Axis P3807-PVE**

AXIS P3807-PVE is a fixed dome camera with multiple sensors, providing an easy, reliable, and cost-efficient one-camera installation – reducing installation time, cabling, and VMS license costs. Thanks to its excellent image sensors, along with Forensic WDR and Lightfinder technology, it provides great video quality in any light conditions. Its four sensors give a seamless 180° panoramic overview, at up to 30 fps in 8.3 MP resolution. The camera is easy to install as recessed, flush, pendant, back-to-back and comes with adjustable pre-set camera positions.



#### **A8207-VE Intercom**

AXISA8207-VE Network Video Door Station combines a fully featured 6MP security camera with high-quality, two-way audio communication and remote entry control. It also has an integrated RFID multi-frequency reader with support for most standard credential types, including HID iClass, allowing you to integrate with other access control systems. By providing both surveillance and access for visitors and employees, AXISA8207-VE increases efficiency while keeping down the number of devices at the door. Interaction is intuitive and accessible, with an induction loop for hearing aids. Analytics, such as motion or sound detection, are supported.



#### **Dell-EMC PowerEdge R740xd Servers**

The PowerEdge R740xd delivers a perfect balance between storage scalability and performance. The 2U two-socket platform is ideal for software defined storage, service providers, or as virtual desktop infrastructure. The scalable system architecture behind the R740xd with up to 24 NVMe drives creates the ideal balance between scalability and performance. The R740xd versatility is highlighted with the ability to mix any drive type to create the optimum configuration of NVMe, SSD, and HDD for either performance, capacity, or both. The R740xd is the platform of choice for software defined storage and is the foundation for ScaleIO, VSAN or the PowerEdge XC.



#### **Aruba POE+ Switches**

The Aruba 2530 Switch Series provides cost-effective, reliable, and secure access layer connectivity for enterprises, branch offices and small and midsize businesses. These fully managed switches deliver Layer 2 capabilities with enhanced access security, traffic prioritization, sFlow, and IPv6 host support. Right size deployment is available with a range of Gigabit and Fast Ethernet models including compact and fanless models which are ideal for use in quiet workspaces. PoE+ models deliver up to 370W to power access points, IP phones and cameras. The Aruba 2530 Switch Series is easy to deploy, use and manage using Aruba AirWave or Aruba Central. Aruba ClearPass offers Network Access Control and external captive portal support. The switches include a Limited Lifetime Warranty.



#### **Dell Precision Tower 5000 Series (5810) with 27" Monitor**

Intel Xeon processor E5-1600 v4 Series, with Intel Turbo Boost Max 3.0 Technology on select SKUs, Select Intel Xeon E5-2600 v4 CPUs with up to 18 cores, Intel Advanced Vector Extensions, Intel Trusted Execution Technology, Intel AES New instructions, optional Intel vPro technology.





#### VALUE ENGINEERED COUNTS FOR MAIN LIBRARY

Convergent's proposal and bid price is based on LAPL's detailed scope of work requiring the installation of 483 cameras for the Central Library. After a thorough review of the Central Library, based on our team's site walk and review of the Central Library's drawings, our team is proposing a value-engineered design that would significantly reduce the number of cameras and labor costs for the Central Library. We believe this same value engineering approach can be performed at the Branch Libraries yielding additional cost savings.

Convergent's value-engineered design intends to provide indoor and outdoor cameras around strategic locations within the building, such as entrances, exits, IDF locations, and critical areas of the library. Multi-sensor, bi-directional camera, and 180-degree cameras will be used in common areas and hallways, bringing greater visualization with fewer cameras. **The table below is an estimate to be confirmed upon award with site walks and additional input from LAPL staff. We can reduce the RFP design for 483 cameras down to approximately 257 cameras – a reduction of approximately 47%.** Convergent is confident the LAPL will be pleased with our value engineered design and our project team looks forward to furthering discussions with the LAPL team. Please refer to the **Central Library Camera Drawings – Original Design Count and Value Engineered Design** for further information.

LAPL Original Design Counts - Main Library	
	Cameras
LL4	50
LL3	45
LL2	50
LL1	50
GF	73
2nd Floor	50
3rd Floor	50
4th Floor	35
Central IDF (Comm Room)	80
<b>Grand Total</b>	<b>483</b>

LAPL Value Engineered Counts - Main Library including IDF's					
	Indoor Cameras	Outdoor Cameras	Bi-Directional Cameras	Multi-Sensor Cameras	180 Cameras
LL4	20	0	7	5	0
LL3	18	0	3	8	0
LL2	24	0	2	7	0
LL1	18	0	1	9	2
GF	31	4	6	6	2
2nd Floor	15	0	3	9	2
3rd Floor	23	0	4	6	0
4th Floor	15	2	2	3	0
<b>Subtotal</b>	<b>164</b>	<b>6</b>	<b>28</b>	<b>53</b>	<b>6</b>
<b>Grand Total</b>	<b>257</b>				

## SECTION VII. IMPLEMENTATION

### IMPLEMENTATION

It is the intent of Convergent to start the LAPL's deployment of equipment and integration services requested in the RFP in April 2021.

### PROJECT PLAN

The Vendor shall provide a full installation schedule showing the workflow using a graphical representation (i.e., Gantt chart or similar tool). The Vendor's installation schedule should indicate the size of each crew working in the building daily, along with timelines for building project completion. All punch list items associated with this project must be complete by the noted completion date.

The Summary Project Plan be found on the following pages. The full Gantt Chart can be found attached under Implementation Schedule – Detailed Project Plan.

### WORK HOURS

Work schedule must be coordinated with LAPL Staff.

Convergent complies with this requirement. Please see attached Gantt Chart for a detailed work schedule.

Los Angeles Public Library RFP 44-024 Enterprise Security Camera and Access Control Systems for Central and Branch Libraries						
ID	Task Mode	Task Name	Duration	Start	Finish	
1		Los Angeles Public Library - Central Library Area - Security System Schedule	70 days	Mon 4/5/21	Fri 7/9/21	
2		Los Angeles Public Library - Southern Area - 30 Arcot - Security System Schedule	22 days	Mon 7/5/21	Tue 8/3/21	
3		Los Angeles Public Library - Southern Area - 26 Angeles Mesa - Security System Schedule	38 days	Mon 7/5/21	Wed 8/25/21	
4		Los Angeles Public Library - Southern Area - 06 Exposition Park - Security System Schedule	33 days	Mon 8/2/21	Wed 9/15/21	
5		Los Angeles Public Library - Southern Area - 68 Harbor City/Gateway - Security System Schedule	33 days	Mon 8/2/21	Wed 9/15/21	
6		Los Angeles Public Library - Southern Area - 17 Jefferson - Security System Schedule	26 days	Wed 9/1/21	Wed 10/6/21	
7		Los Angeles Public Library - Southern Area - 34 John Muir - Security System Schedule	22 days	Wed 9/1/21	Thu 9/30/21	
8		Los Angeles Public Library - Southern Area - 07 Junipero Serra - Security System Schedule	22 days	Fri 10/1/21	Mon 11/1/21	
9		Los Angeles Public Library - Southern Area - 45 Mark Twain - Security System Schedule	22 days	Fri 10/1/21	Mon 11/1/21	
10		Los Angeles Public Library - Southern Area - 04 Vernon - Security System Schedule	22 days	Mon 11/1/21	Tue 11/30/21	
11		Los Angeles Public Library - Southern Area - 14 Vermont Square - Security System Schedule	22 days	Mon 11/1/21	Tue 11/30/21	
12		Los Angeles Public Library - Southern Area - 43 Watts - Security System Schedule	22 days	Wed 12/1/21	Thu 12/30/21	
13		Los Angeles Public Library - Southern Area - 10 Wilmington - Security System Schedule	22 days	Wed 12/1/21	Thu 12/30/21	
14		Los Angeles Public Library - Southern Area - 09 San Pedro - Security System Schedule	34 days	Mon 1/3/22	Thu 2/17/22	

Los Angeles Public Library RFP # 44-024 for Enterprise Security Camera and Access Control Systems for Central and Branch Libraries

Los Angeles Public Library RFP 44-024 Enterprise Security Camera and Access Control Systems for Central and Branch Libraries						
ID	Task Mode	Task Name	Duration	Start	Finish	
15		Los Angeles Public Library - Northeast Area - 05 Arroyo Seco - Security System Schedule	34 days	Mon 1/3/22	Thu 2/17/22	
16		Los Angeles Public Library - Northeast Area - 01 Benjamin Franklin - Security System Schedule	22 days	Tue 2/1/22	Wed 3/2/22	
17		Los Angeles Public Library - Northeast Area - 63 Chinatown - Security System Schedule	22 days	Tue 2/1/22	Wed 3/2/22	
18		Los Angeles Public Library - Northeast Area - 28 Cypress Park - Security System Schedule	22 days	Tue 3/1/22	Wed 3/30/22	
19		Los Angeles Public Library - Northeast Area - 32 Eagle Rock - Security System Schedule	22 days	Tue 3/1/22	Wed 3/30/22	
20		Los Angeles Public Library - Northeast Area - 08 Echo Park - Security System Schedule	22 days	Fri 4/1/22	Mon 5/2/22	
21		Los Angeles Public Library - Northeast Area - 21 El Sereno - Security System Schedule	22 days	Mon 5/2/22	Tue 5/31/22	
22		Los Angeles Public Library - Northeast Area - 69 Edendale - Security System Schedule	22 days	Fri 4/1/22	Mon 5/2/22	
23		Los Angeles Public Library - Northeast Area - 02 Lincoln Heights - Security System Schedule	22 days	Mon 5/2/22	Tue 5/31/22	
24		Los Angeles Public Library - Northeast Area - 64 Little Tokyo - Security System Schedule	22 days	Wed 6/1/22	Thu 6/30/22	
25		Los Angeles Public Library - Northeast Area - 18 Malabar - Security System Schedule	22 days	Wed 6/1/22	Thu 6/30/22	
26		Los Angeles Public Library - Northeast Area - 19 R.L. Stevenson - Security System Schedule	22 days	Fri 7/1/22	Mon 8/1/22	
27		Los Angeles Public Library - Northeast Area - 72 Silver Lake - Security System Schedule	22 days	Fri 7/1/22	Mon 8/1/22	
28		Los Angeles Public Library - Hollywood Area - 44 Atwater Village - Security System Schedule	22 days	Mon 8/1/22	Tue 8/30/22	
Page 2						







Los Angeles Public Library RFP 44-024 Enterprise Security Camera and Access Control Systems for Central and Branch Libraries						
ID	Task Mode	Task Name	Duration	Start	Finish	
29		Los Angeles Public Library - Hollywood Area - 20 Cahuenga - Security System Schedule	22 days	Mon 8/1/22	Tue 8/30/22	
30		Los Angeles Public Library - Hollywood Area - 61 Fairfax - Security System Schedule	22 days	Thu 9/1/22	Fri 9/30/22	
31		Los Angeles Public Library - Hollywood Area - 48 Felipe de Neve - Security System Schedule	22 days	Thu 9/1/22	Fri 9/30/22	
32		Los Angeles Public Library - Hollywood Area - 12 John C Fremont - Security System Schedule	22 days	Mon 10/3/22	Tue 11/1/22	
33		Los Angeles Public Library - Hollywood Area - 36 Los Feliz - Security System Schedule	22 days	Mon 10/3/22	Tue 11/1/22	
34		Los Angeles Public Library - Hollywood Area - 49 Memorial - Security System Schedule	22 days	Tue 11/1/22	Wed 11/30/22	
35		Los Angeles Public Library - Hollywood Area - 70 Pico Union - Security System Schedule	22 days	Tue 11/1/22	Wed 11/30/22	
36		Los Angeles Public Library - Hollywood Area - 41 Washington Irving - Security System Schedule	22 days	Thu 12/1/22	Fri 12/30/22	
37		Los Angeles Public Library - Hollywood Area - 41 Washington Irving - Security System Schedule	22 days	Thu 12/1/22	Fri 12/30/22	
38		Los Angeles Public Library - Hollywood Area - 31 Will & Ariel Durant - Security System Schedule	22 days	Mon 1/2/23	Tue 1/31/23	
39		Los Angeles Public Library - Hollywood Area - 29 Wilshire - Security System Schedule	22 days	Mon 1/2/23	Tue 1/31/23	
40		Los Angeles Public Library - Hollywood Area - 11 Goldwyn Hollywood - Security System Schedule	34 days	Wed 2/1/23	Mon 3/20/23	
41		Los Angeles Public Library - Western Area - 27 West Los Angeles - Security System Schedule	34 days	Wed 2/1/23	Mon 3/20/23	
42		Los Angeles Public Library - Western Area - 46 Baldwin Hills - Security System Schedule	22 days	Wed 3/1/23	Thu 3/30/23	
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# Los Angeles Public Library RFP # 44-024 for Enterprise Security Camera and Access Control Systems for Central and Branch Libraries

Los Angeles Public Library RFP 44-024 Enterprise Security Camera and Access Control Systems for Central and Branch Libraries						
ID	Task Mode	Task Name	Duration	Start	Finish	
43	1	Los Angeles Public Library - Western Area - 16 Brentwood - Security System Schedule	22 days	Wed 3/1/23	Thu 3/30/23	
44	1	Los Angeles Public Library - Western Area - 33 Hyde Park - Security System Schedule	22 days	Mon 4/3/23	Tue 5/2/23	
45	1	Los Angeles Public Library - Western Area - 38 Mal Vista - Security System Schedule	22 days	Mon 4/3/23	Tue 5/2/23	
46	1	Los Angeles Public Library - Western Area - 15 Palladian - Security System Schedule	22 days	Mon 5/1/23	Tue 5/30/23	
47	1	Los Angeles Public Library - Western Area - 22 Palms Ranch Park - Security System Schedule	22 days	Mon 5/1/23	Tue 5/30/23	
48	1	Los Angeles Public Library - Western Area - 55 Playa Vista - Security System Schedule	22 days	Thu 6/1/23	Fri 6/30/23	
49	1	Los Angeles Public Library - Western Area - 42 Robertson - Security System Schedule	22 days	Thu 6/1/23	Fri 6/30/23	
50	1	Los Angeles Public Library - Western Area - 40 Vinoca - Security System Schedule	22 days	Mon 7/3/23	Tue 8/1/23	
51	1	Los Angeles Public Library - Western Area - 13 Westchester Loyola - Security System Schedule	22 days	Mon 7/3/23	Tue 8/1/23	
52	1	Los Angeles Public Library - Western Area - 71 Westwood - Security System Schedule	22 days	Tue 8/1/23	Wed 8/30/23	
53	1	Los Angeles Public Library - East Valley Area - 82 Lake View Terrace - Security System Schedule	22 days	Tue 8/1/23	Wed 8/30/23	
54	1	Los Angeles Public Library - East Valley Area - 37 North Hollywood - Security System Schedule	34 days	Fri 9/1/23	Wed 10/18/23	
55	1	Los Angeles Public Library - East Valley Area - 53 Hickman - Security System Schedule	22 days	Fri 9/1/23	Mon 10/2/23	
56	1	Los Angeles Public Library - East Valley Area - 39 Paramount City - Security System Schedule	22 days	Mon 10/2/23	Tue 10/31/23	
Page 4						

Los Angeles Public Library RFP 44-024 Enterprise Security Camera and Access Control Systems for Central and Branch Libraries						
ID	Task Mode	Task Name	Duration	Start	Finish	
57	1	Los Angeles Public Library - East Valley Area - 51 Sherman Oaks - Security System Schedule	22 days	Mon 10/2/23	Tue 10/31/23	
58	1	Los Angeles Public Library - East Valley Area - 25 Studio City - Security System Schedule	22 days	Wed 11/1/23	Thu 11/30/23	
59	1	Los Angeles Public Library - East Valley Area - 52 San Valley - Security System Schedule	22 days	Wed 11/1/23	Thu 11/30/23	
60	1	Los Angeles Public Library - East Valley Area - 35 Sunland Palmdale - Security System Schedule	22 days	Fri 12/1/23	Mon 1/1/24	
61	1	Los Angeles Public Library - East Valley Area - 54 Sylmar - Security System Schedule	22 days	Fri 12/1/23	Mon 1/1/24	
62	1	Los Angeles Public Library - East Valley Area - 57 Valley Plaza - Security System Schedule	22 days	Tue 1/2/24	Wed 1/31/24	
63	1	Los Angeles Public Library - East Valley Area - 23 Van Nuys - Security System Schedule	22 days	Tue 1/2/24	Wed 1/31/24	
64	1	Los Angeles Public Library - West Valley Area - 21 Thompson - Security System Schedule	22 days	Thu 2/1/24	Fri 3/1/24	
65	1	Los Angeles Public Library - West Valley Area - 40 Thompson - Security System Schedule	22 days	Thu 2/1/24	Fri 3/1/24	
66	1	Los Angeles Public Library - West Valley Area - 87 Encanto Terrace - Security System Schedule	22 days	Fri 3/1/24	Mon 4/1/24	
67	1	Los Angeles Public Library - West Valley Area - 16 Diamond Blvd - Security System Schedule	22 days	Fri 3/1/24	Mon 4/1/24	
68	1	Los Angeles Public Library - West Valley Area - 18 Northridge - Security System Schedule	22 days	Mon 4/1/24	Tue 4/30/24	
69	1	Los Angeles Public Library - West Valley Area - 83 Pico - Security System Schedule	22 days	Mon 4/1/24	Tue 4/30/24	
70	1	Los Angeles Public Library - West Valley Area - 41 Palmdale - Security System Schedule	22 days	Wed 5/1/24	Thu 5/30/24	
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Los Angeles Public Library RFP 44-024 Enterprise Security Camera and Access Control Systems for Central and Branch Libraries						
ID		Task Mode	Task Name	Duration	Start	Finish
71			Los Angeles Public Library - West Valley Area - 30 West Valley Area - Security System Schedule	22 days	Wed 5/1/24	Thu 5/30/24
72			Los Angeles Public Library - West Valley Area - 30 West Valley - Security System Schedule	34 days	Mon 6/3/24	Thu 7/18/24
73			Los Angeles Public Library - West Valley Area - 30 West Valley - Security System Schedule	34 days	Mon 6/3/24	Thu 7/18/24
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## SECTION IX. PROPOSAL SUBMITTAL AND GENERAL REQUIREMENTS

### C.8 PROPOSED FEES AND EXPENSES SCHEDULE

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#### PROPOSED SCHEDULE/PRICE FEE

The below table indicates a general guide for the required technical requirements for this RFP. The bidder is expected to provide its professional assessment as to what would meet the needs of LAPL. The description of items required serve as a point of reference. Bidder may expand tables as necessary.

IP Camera System				
A.	Description	Clarification	QTY	Total
1	Exterior HDTV IP Cameras Vandal/Environmental Proof. Quote for 3 Megapixel: Automatic Zoom/Focus Control (HDTV 1080p)	5 MP as per Amendment 6.	290	\$194,911.90
2	Interior HDTV IP Cameras Quote for 3 Megapixel: Automatic Zoom/Focus Control (HDTV 1080p)	5 MP as per Amendment 6.	1,161	\$676,166.40
3	IP Camera Management Software System		1 Lot	\$402,980.60
4	IP Camera Accessories	Includes 40 wall mounts and pendant kits.	1 Lot	\$21,449.20
5	Network Video Controller with Network Storage Solution		1 Lot	\$577,369.47
6	Client Workstations and Monitors	Includes 2 workstations and 4 monitors.	1 Lot	\$7,594.50
7	IP Camera Other	Includes cable and miscellaneous material.	1 Lot	\$223,785.66
8		<b>Equipment Subtotal</b>		<b>\$2,104,257.73</b>
9	Warranty and Freight			\$73,649.02
10	Sales Tax			\$199,904.48
11	IP Camera Labor	Includes engineering, installation, programming, commissioning, CAD, and project management.	1 Lot	\$2,046,535.40
		<b>IP Camera Sub Total</b>		<b>\$4,424,346.63</b>

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Keyless Door Access Controls with Security Camera Monitors at Doors					
B.	Description	Clarification	QTY	Cost	Total
1	Keyless Entry Door Controls	Includes reuse of 92 existing electrified door hardware sets at Central Library.	984	\$1,672.03	\$1,645,279.88
2	Entry Door Video Camera/Buzzer	Reduced to two doors as per Amendment 6.	2	\$1,904.37	\$3,808.73
3	Entry Door Video Monitor/Door Release Button at Reception Area for all 5 Doors	Included in Item 2 above.	0		\$0.00
4	Connect Interior Fire Doors to Door Release Button at Reception Area	Deleted as per Amendment 6.	0		\$0.00
5	Door Access Control Other	Includes cable and miscellaneous material.	1 Lot	\$282,952.90	\$282,952.90
6		<b>Equipment Subtotal</b>			<b>\$1,932,041.51</b>
7	Warranty and Freight				\$67,621.45
8	Sales Tax				\$183,543.94
9	Door Access Control Labor	Includes engineering, installation, programming, commissioning, CAD, and project management. Providing, repairing, or certifying doors or door frames excluded.	1 Lot	\$1,856,679.18	\$1,856,679.18
<b>Keyless Door Access Control Sub Total</b>					<b>\$4,039,886.09</b>

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C. Network Upgrade Requirements for Implementation of IP Camera Network				
Description	Clarification	QTY	Cost	Total
1 HP Aruba CM 2530 24G PoE+ Switch	Substituted as per Amendment 3.	72	\$1,193.81	\$85,954.32
2 HP Aruba CM 2530 48G PoE+ Switch	Substituted as per Amendment 3.	16	\$1,907.87	\$30,525.92
3 HP Aruba 3810M 24SFP+250W Switch PDU	Substituted as per Amendment 3.	1	\$13,371.13	\$13,371.13
4 HP Aruba 1G SFP LC SX 500m MMF XCVR	Substituted as per Amendment 3.	32	\$193.05	\$6,177.60
5 4 Strand Custom Line Indoor (Plenum) 10-GIG 50/125 OM3 Multimode fiber (IDF to IDF), (IDFx2 to MDF)	Deleted as per Amendment 6.	0		\$0.00
6 12U Open Wall Mount Frame Rack	Added as per Amendments 3 and 6.	6	\$1,495.95	\$8,975.70
7	<b>Equipment Subtotal</b>			<b>\$145,004.67</b>
8 Warranty and Freight				\$5,075.16
9 Sales Tax				\$13,775.44
10 Network Upgrade Labor	Included with IP Camera Labor.			
<b>Network Upgrade Subtotal</b>				<b>\$163,855.28</b>

D. Total Project Costs		
Description	Clarification	Total
1 IP Camera Sub Total		\$4,424,346.63
2 Keyless Door Access Control Sub Total		\$4,039,886.09
3 Network Upgrade Subtotal		\$163,855.28
4	Security watch excluded.	
5	Price stability guarantee excluded.	
6	Asbestos or hazardous material abatement excluded.	
7	AutoCAD background files to be provided by LAPL.	
8	Net 30 days progressive monthly payments as per approved schedule of values.	
<b>Grand Total</b>		<b>\$8,628,088.00</b>

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Additive Alternates (Includes Freight and Sales Tax)			
E.	Description	Clarification	Total
1	Additive Alternate 1 - Advanced VMS Features	Included in Video Management System base bid solution.	Included in Section A
2	HID Proximity Card - 1,200 Total		\$8,376.30
3	HID Proximity Card - Increment of 100		\$698.03
4	Fallover Camera Connection Licenses	Option for camera redundancy license for 1,451 cameras.	\$27,119.19
5	KVM Monitor and Keyboard	Option for a total of 73 units.	\$35,212.55
6	Fargo Dual-Sided Printer including Ribbon, Film, and Cleaning Kit	Option for a total of 2 units.	\$7,490.16

Unit Pricing (Includes Freight and Sales Tax Where Applicable)		
F.	Description	Total
1	Camera Cable Run	\$777.61
2	24 Port Patch Panel	\$257.80
3	48 Port Patch Panel	\$491.10
4	Time and Material Labor Rate	\$155.00
		Includes labor and material to install, terminate, test, mount, focus, and aim.
		Includes labor to mount and material.
		Includes labor to mount and material.
		8:00 A.M. - 5 P.M. Monday through Friday excluding weekends and holidays.

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