



SEDGWICK COUNTY, KANSAS

DIVISION OF FINANCE

Purchasing Department

604 N. Main, Suite F ~ Wichita, KS 67203 ~ Telephone: 316 660-7255 ~ Fax: 316 383-7055

REQUEST FOR PROPOSAL DIGITAL IN-CAR VIDEO RECORDERS #04-18852

November 8, 2004

Sedgwick County, Kansas (herein after referred to as "County"), is soliciting proposals for the purpose of obtaining digital in-car video recorders for the Sedgwick County Sheriff's Office. It is anticipated that an official contract and/or purchase order will be issued after the award process of the recommended proposal. It should be noted that the County cannot guarantee the purchase of the services/product described herein.

Please carefully review this Request for Proposal; it provides information necessary to aid participating firms in formulating a thorough response. Should you elect to participate, complete and return one (1) original and three (3) copies of the entire document, along with any supporting information, in a sealed envelope to the Sedgwick County Purchasing Department, 604 N. Main Street, Suite F, Wichita, KS 67203, on or before **1:45 p.m., C.S.T., Tuesday, November 23, 2004**. Late or incomplete responses will not be accepted and will not receive consideration for final award.

Proposed base pricing for services may be disclosed at a public meeting to receive and file responses of this solicitation, at the Sedgwick County Board of Bids and Contracts meeting. It should be noted that other information provided in your response will be considered proprietary and will not be divulged during the proposal review process. Because purchases or contractual agreements of this nature require the expenditure of public funds and the use of public facilities, the successful proposer shall understand that portions (potentially all) of their proposal (including any final contracts) will become public record after acceptance by the Board of County Commissioners. Accept our assurance that the information provided will be used for evaluating the ability of your firm to handle this account and **will not** be shared with any other persons not involved with the selection process.

Tamara L. Brandt
Purchasing Department

A. ABOUT THIS DOCUMENT

This document is a Request for Proposal. It differs from a Request for Bid/Quotation in that the County is **seeking a solution**, as described on the cover page and in the following Background Information section. As such, **the lowest price proposed will not guarantee an award** recommendation. As defined in Charter Resolution No. 57, Competitive Sealed Proposals will be evaluated based upon criteria formulated around the most important features of a product or service, of which quality, testing, references, availability or capability may be overriding factors, and price may not be determinative in the issuance of a contract or award. The proposal evaluation criteria should be reviewed as standards, which measure how well a vendor's approach meets the desired requirements and needs of the County. The criteria to be used and considered in evaluation for award are set forth in this document. The County will thoroughly review all proposals received. The County will also utilize its best judgment when determining whether to schedule meetings with vendors, after receipt of all proposals.

B. BACKGROUND INFORMATION

The Sedgwick County Sheriff's Office uses an analog format for its marked patrol in-car video system. There are approximately 59 units currently in use. The replacement program for these units is targeted at five (5) per year depending on funding availability. The Sheriff's Office is changing from analog to a digital format for its in-car video system. To accomplish this, the Sheriff's Office is soliciting vendors whose product(s) meet the mandatory requirements set out below. The Sheriff's Office, working through the Sedgwick County Purchasing Department, expects to select a particular product and vendor based upon the information provided in response to this request for proposal, product demonstrations, and in-car trials.

The Sheriff's Office has a set funding allocation for this year's replacement program. We do anticipate the immediate purchase of 4 in-car units in addition to peripheral equipment that will be needed due to changing from the current analog tape format to digital. The Sheriff's Office seeks to enter into a contract that will allow it to purchase the same units over the next one to two (1-2) years.

The Sedgwick County Sheriff's Office reserves the right to purchase and maintain separately any hardware required to download, transfer, or store files from the in-car equipment, including a server, PC, or laptop computer.

C. SELECTION CRITERIA

The selection process will be based on responses to this Request for Proposal and any interviews required to verify the ability of respondents to provide products/services in accordance with this document. A committee will evaluate each response as determined by meeting the following criteria (ranked in no particular order):

1. Meeting all Request for Proposal Conditions and miscellaneous instructions as outlined herein, and the clarity, completeness, and comprehensiveness of the proposal.
2. Providing verifiable references and/or past/current customers of the proposed product.
3. Meeting all Request for Proposal Mandatory Requirements and/or Specifications as outlined herein.
4. Ease of installation and use; user friendliness of downloading and copying protocols.
5. Overall quality (of both audio and video formats) and features that best meet the current and future needs of the Sedgwick County Sheriff's Office.
6. Overall cost of the firm's proposal.

Those submitting a proposal do so entirely at their expense. There is no expressed or implied obligation by Sedgwick County to reimburse any individual or firm for any cost incurred in preparing or submitting proposals, providing additional information when requested by Sedgwick County or for participating in any selection interviews.

No negotiations, decisions, or actions will be initiated by any firm as a result of any verbal discussion with any County employee prior to the opening of responses to this document. Sedgwick County reserves the right to

select the service(s) and/or provider(s), and subsequently recommend for award, the proposed services which best meets its required needs, budget constraints, quality levels, and expectations.

D. QUALIFICATIONS

This section lists the criteria to be considered in evaluating the ability of firms interested in providing the services specified. Specific responses to each must be provided and it is expected that the successful firm will exceed these qualifications. Firms will:

- > Have been in business for a minimum of three (3) years – please provide company history.
- > Have provided services similar to those specified herein – please provide references.

E. MINIMUM MANDATORY REQUIREMENTS

The following requirements are provided to assist proposers in understanding the objective of the County in submitting a thorough response. Proposals(s) received must reflect in detail their inclusion and the degree provided. The County desires the most thoroughly engineered and acceptable solution available. The following specifications outline the minimum design/performance/combination requirements for the proposed solution. This section lists criteria to be considered in evaluating the ability of firms interested in providing products/services specified, to be considered for award. Specific responses to each must be acknowledged and any exceptions to the requirements must be detailed in the proposer’s response to this Request for Proposal.

	Description	Yes	No
1.	Recording medium in the vehicle will be a random device, e.g., a hard drive, optical disk, or solid-state memory chip. Permanent storage of files will be on DVD format.		
1.a.	Device will use standard industry connections, e.g., USB, Ethernet, etc.		
1.b.	Device may be removable or permanent. If permanent, downloads must be capable of being done using non-proprietary equipment, such as a laptop PC.		
1.c.	Recording capacity of eight (8) hours at a minimum recording standard of MPEG-2, or its equivalent (720x480 at 30 frames per second).		
2.	System will be required to be set-up for auto-activation whenever the vehicle’s emergency lights are activated or the mic pack (requirement #4) is turned on.		
2.a.	Ability to turn the recording system on or off manually is required.		
2.b.	System will include pre-event recording that allows a pre-set recording time to allow continuous loop recording from zero (0) to a minimum of one (1) minute.		
2.c.	Pre-event recording will include audio as well as video.		
2.d.	System will provide an in-car viewing monitor to allow direct playback of recorded events from the recording medium.		
2.e.	Incident recording shall include date/time information.		
3.	Video portion of the system will include two (2) cameras.		
3.a.	The main, or front exterior facing, camera must be color, have an auto-focus lens and automatic compensation for varying light levels. Minimum viewing range for the main camera will be approximately 15’ wide at a distance of 25’ from the camera.		
3.b.	The second camera will be a low lux wide angle that will be used to record a prisoner/passenger in the back seat. This camera may be either color or black/white.		
3.c.	The two (2) cameras are to record on different channels with separate audio and be capable of recording simultaneously with or independently of each other.		
4.	The audio component of the system must be dual channel with independent playback capability.		
4.a.	The audio for the front camera will be a wireless microphone transmitter with a minimum range of 1,000 feet. This transmitter is preferred to be rechargeable.		
4.b.	The rear camera should use an internal/fixed microphone.		
5.	Proprietary software for recording and managing the recordings is acceptable provided: a) the software incorporates a conversion program allowing files to be saved to Windows		

	Media Player and MPEG-2 formats; or b) provides a no cost play back program for proprietary formatted files that is placed automatically on the disk when a copy of a recording is made.		
6.	All costs and requirements for software licensing, networking, or site licenses, software upgrades, or required software/licenses from other vendors must be included in the response.		
7.	Specifications and cost of any server, PC, or laptop computer proposed by the vendor must be individually listed in the response. This will include the annual service fees it charges to support its proprietary system.		

F. OPTIONAL FEATURES

The products of vendors may include features or options that are not listed under the mandatory requirements, such as radar or speedometer interfaces, dedicated server, built-in GPS, etc. These are not included for evaluation as part of this response. The purpose of this request for proposal is to identify potential products that will provide a quality and reliable product for recording incident actions during car stops and the behavior of prisoners during transport. Options of products selected for demonstration will be assessed for both value and affordability during the demonstrations and trial uses. Vendors are given notice that they will be required to provide a turn-key breakdown of all associated costs that may be incurred with any option or feature whose cost is not included in the pricing list submitted with this response. An example of this would be built-in GPS if there are any ancillary requirements such as a dedicated laptop, cell phone subscription, interface requirements, etc.

G. DEMONSTRATIONS AND TRIAL USE

A committee comprised of members of the Sheriff’s Office, the Sedgwick County Division of Information and Operations (IT Development), and the Sedgwick County Purchasing Department, will review and evaluate the vendors’ responses. Those that the committee determines meet the requirements and are cost affordable will be invited to give a presentation and demonstration of their product.

Any or all of the products from the demonstrations may be selected for a two (2) to four (4) week test period. If requested, a sample unit of the exact configuration proposed by the vendor, including any proprietary servers/software, must be provided within two (2) weeks. All shipping and any installation/removal costs are the responsibility of the vendor.

H. CONTRACT PERIOD

The award of this proposal will result in a contract period for a one year period beginning after Board of County Commission or County Manager approval, with two (2) one (1) year options to renew, upon written mutual agreement. Pricing shall be firm for the first 2 (two) years of this contract.

I. HOLD HARMLESS

To the fullest extent permitted by law, the successful firm agrees to defend, pay in behalf of, and hold harmless Sedgwick County, it’s elected and appointed officials, employees, and volunteers and others working in behalf of the County, against any and all claims, demands, suits. Loss, including all costs connected therewith, for any damages, which may be asserted, claimed or recovered against or from the firm, by reason of personal injury, including bodily injury and death; and/or property damages, including loss of use thereof, which arises out of or is in any way connected or associated with this contract.

J. INDEMNIFICATION

The successful firm shall hold harmless Sedgwick County from and indemnify it against all liability, including attorney’s fee, which may arise from and accrue directly from the performance of the work or any obligation of the successful firm or failure of the successful firm to perform any work or obligation provided for in the agreement.

K. TERMINATION

The County reserves the right to cancel the contract and discontinue services with a thirty (30) day written notice as a result of the failure of the contracted provider to provide acceptable services as delineated in the response to this document or if determined that services can be better provided by in-house or other sources. In the event of termination of this agreement as a result of a breach by contractor hereunder, the County will not be liable for any fees and may, at its sole option, award an agreement for the same services to another qualified firm with the best proposal, or call for new proposals and award an agreement for the same services to another qualified firm to provide services.

L. QUESTIONS AND CONTACT INFORMATION

Questions regarding this document may be submitted in writing to Tammy Brandt, Purchasing Department, 604 N. Main, Suite F, Wichita, KS 67203; fax (316) 383-7055; or email tbrandt@sedgwick.gov.

Any substantiative questions will be answered in written addendum form and posted at www.sedgwickcounty.org/purchasing, under online services; current RFPs/RFQs; to the right of the RFP number and description. **Vendors are responsible for checking the web site and acknowledging any addendum(s) in their response.**

M. TENTATIVE TIMELINE

The following dates are provided for informational purposes and are subject to change without notice.

Distribution of Request for Proposal -----	November 8, 2004
Proposal Due Date -----	November 23, 2004
Review Proposals; Conduct Demonstrations-----	November 23 – December 15, 2004
Board of Bids and Contracts-----	December 16, 2004
Board of County Commissioners-----	December 22, 2004

N. PROPOSAL CONTENT

Proposals received should reflect in detail their inclusion and the degree provided. The Proposal should be organized in the following format and information sequence:

1. Provide full name and address of your firm along with a brief description of your firm, including qualifications, experience, and the demonstration of your ability to provide the services/product detailed in this document.
2. Provide a listing of ALL customers of the product you are submitting for the last two (2) years, along with a contact name and phone number.
3. Include any topics not covered in the Request for Proposal that you wish to disclose to the County that further describes your firm’s level of qualifications as a provider of requested services.
4. Provide information on what the service contract covers; manuals; training; and warranties.
5. Provide a completed Cost Summary, page 10, of this document.
6. Provide a completed and signed Proposal Response Form, page 11, of this document.

O. PROPOSAL CONDITIONS

Proposers will understand that pricing offered in the proposal document will be provided to other local government entities with whom Sedgwick County regularly enters into cooperative agreements. In submitting a response to this Request for Proposal, vendors hereby understand the following:

1. All project participants, consultants, engineers, and contractors, must comply with all applicable Federal, State and County laws pertaining to contracts entered into by governmental agencies, including non-discriminating employment. Contracts entered into on the basis of submitted proposals are revocable if contrary to law.
2. Alternate proposals (two or more proposals submitted) will be considered for an award. Sedgwick County reserves the right to make the final determination of actual equivalency or suitability of such proposals with respect to requirements outlined herein.

3. The proposals submitted, and any further information acquired through interviews, will become, and are to be considered, a part of the final, completed contract. If there is any variance or conflict, the proposal specifications, conditions, and requirements will control.
4. Sedgwick County will retain the right to reject any part of or any and/or all proposals received, or to accept any item or items in the proposal, if determined to be non-responsive in any form, or if determined to be in the best interest of Sedgwick County. It will further be understood that each responder's sureties and insurers are subject to the approval of the County.
5. Sedgwick County may award a purchase contract, based on initial offers received, without discussion of such offers. **A vendor's initial offer should therefore be based on the most favorable terms available from a price and technical standpoint.** The County may, however, have discussion with those vendors that it deems in its discretion to fall within a competitive range. It may also request best and final offers from such proposers, and make an award and/or conduct negotiations thereafter.
6. Sedgwick County reserves the right to negotiate separately with any proposer after the opening of this Request for Proposal when such action is considered in its best interest. Subsequent negotiations may be conducted, but such negotiations will not constitute acceptance, rejection, or a counteroffer on the part of the County.
7. **Prices proposed may not be withdrawn for a period of 120 days following the opening of this Request for Proposal. Prices MUST also be free of duties, federal, state, and local taxes unless otherwise imposed by a governmental body, and applicable to the material on the proposal.**
8. Proposers MUST return one (1) original and three (3) signed, completed copies of this document to Sedgwick County, Kansas, Purchasing Department, Suite F, 604 North Main, Wichita, KS 67203-3672, on or before 1:45 p.m. on the proposal due date. The time stamp clock in the Purchasing Department will determine the time of receipt.
9. Envelopes/container containing Responses must be sealed and marked on the lower left-hand corner with the firm name and address, proposal number, proposal due date, and proposal opening time.
10. Sedgwick County interprets the term "lowest responsible bidder/proposer" as requiring Sedgwick County to: (a) choose between the kinds of materials, goods, wares, or services subject to the proposal, and (b) determine which proposal is most suitable for its intended use or purpose. Sedgwick County can consider, among other factors, such things as labor cost, service and parts availability, and maintenance costs of items upon which proposals are received. Sedgwick County can determine any differences or variations in the quality or character of the material, goods, wares, or services performed or provided by the respective responders.
11. All requested information must be supplied. If you cannot respond to any part of this request, state the reason you cannot respond. You may provide supplemental information, if necessary, to assist Sedgwick County in analyzing your proposal.
12. A purchase order and/or contractual agreement constitutes Sedgwick County's offer to the service provider upon the terms and conditions stated herein, and will become binding meeting the terms set forth herein when it is accepted by acknowledgment or performance.
13. After the award, if the successful vendor/supplier refuses or fails to make deliveries of the materials within the times specified in the *Request for Proposal*, purchase order or contractual agreement, Sedgwick County may, by written notice, terminate the contract OR purchase order. The successful respondent will certify and warrant that goods, personal property, chattels, and equipment sold and delivered are free and clear of any and all liens, or claims of liens, for materials or services arising under, and by virtue of the provisions of K.S.A. 58-201, et seq., and any other lien, right, or claim of any nature or kind whatsoever.
14. The vendor responding to this proposal proposes to furnish all materials, labor, supplies, equipment and incidentals necessary to provide the equipment/materials/services described herein in accordance with the Notification of Solicitation (if applicable), Request for Information (if applicable), Request for Proposal, Addenda, Contract, Bonds, Insurance, Plans, Specifications, Mandatory Requirements and Conditions.

15. Unless specified otherwise, all items/services proposed are to be as a minimum but not necessarily limited to: new, current model year, and untitled prior to shipping and/or installation.
16. If a response to this Request for Proposal is accepted, the responder agrees to execute and deliver to the County a contract in accordance with the Contract Documents (if applicable) within ten days of notice of the award to the Proposer. The Proposer agrees that the surety/deposit given concurrently herewith will become the property of the County in the event the responder fails to execute and deliver such contract within the specified time. In the further event of such failure, the Proposer will be liable for the County's actual damages that exceed the amount of the surety.
17. Domestic (Kansas) corporations shall 1) furnish evidence of good standing in the form of a Certificate signed by the Kansas Secretary of State. Foreign (non-Kansas) corporations shall furnish evidence of authority to transact business in Kansas, in the form of a Certificate signed by the Kansas Secretary of State; and 2) a copy of the Corporation Resolution evidencing the authority to sign the Contract Documents, executed by the Corporation's Secretary or Assistant Secretary.
18. Time is of the essence in the Proposer's performance. The Proposer agrees that the County's damages would be difficult or impossible to predict in the event of a default in the performance hereof; and it is therefore agreed that if the Proposer defaults in the performance of the Contract Documents, the Proposer will be liable for payment of the sums stipulated in the Contract Documents as liquidated damages, and not as a penalty.
19. The Proposer hereby certifies that he or she has carefully examined all of the documents for the project, has carefully and thoroughly reviewed this Request for Proposal, that he or she has inspected the location of the project (if applicable), and understands the nature and scope of the work to be done; and that this proposal is based upon the terms, specifications, requirements, and conditions of the Request for Proposal and documents. The Proposer further agrees that the performance time specified is a reasonable time, having carefully considered the nature and scope of the project as aforesaid.
20. It will be understood that any proposal and any/all referencing information submitted in response to this Request for Proposal will become the property of Sedgwick County, and will not be returned. Sedgwick County will use discretion with regards to disclosure of proprietary information contained in any response, but cannot guarantee that information will not be made public. As a governmental entity, Sedgwick County is subject to making records available for disclosure after Board of County Commission approval of the recommendation. Any confidential or proprietary information should be clearly marked.
21. Sedgwick County will not be responsible for any expenses incurred by any vendor in the development of a response to this Request for Proposal, including any onsite (or otherwise) interviews, and/or presentations, and/or supplemental information provided, submitted, or given to Sedgwick County and/or its representatives. Further, Sedgwick County will reserve the right to cancel the work described herein prior to issuance and acceptance of any contractual agreement/purchase order by the recommended vendor even if the Board of County Commissioners has formally accepted a recommendation.
22. Sedgwick County will issue a purchase order/contract for the acquisition of products/services specified as a result of an award made in reference to this document. Contract documents will be subject to any regulations governed by the laws of the State of Kansas and any local resolutions specifically applicable to the purchase. Any dispute arising out of the contract documents or their interpretation will be litigated only within the courts of the State of Kansas.
23. County reserves the right to enter into agreements subject to the provisions of the Cash Basis Law (K.S.A. 10-1112 and 10-1113), the Budget Law (K.S.A. 79-2935). Agreements shall be construed and interpreted so as to ensure that the County shall at all times stay in conformity with such laws, and as a condition of agreements the County reserves the right to unilaterally sever, modify, or terminate agreements at any time if, in the opinion of its legal counsel, the Agreement may be deemed to violate the terms of such law.
24. No prepayment of any kind will be made prior to shipment. Payment will be made upon verification of delivery, compliance with specifications/requirements, assurance that the product/service performs as specified and

warranted, and receipt of correct invoicing. Payment of the seller's invoices is subject to adjustment for any shortage, or for the rejection of any item or items.

25. Successful contractor may have access to private or confidential data maintained by the County to the extent necessary to carry out its responsibilities of the contract. Contractor shall be responsible for compliance with the privacy provision of the Health Insurance Portability and Accountability Act (HIPAA) and shall comply with all other HIPAA provisions and regulations applicable.
26. The successful proposer agrees all data, records and information, which the proposer, including its agents and employees, obtains access to for the purposes of this proposal, remains at all times exclusively the property of Sedgwick County. Proposer agrees it will take all reasonable steps and the same protective precautions to protect Sedgwick County's proprietary information from disclosure to third parties as with successful proposer's own proprietary and confidential information. **Proposer agrees that all data, regardless of form that is generated as a result of this Request for Proposal is the property of Sedgwick County.**
27. Neither Agreements nor any rights or obligations hereunder shall be assigned or otherwise transferred by any party without the prior written consent of the others.
28. The Proposer agrees to comply with K.S.A. 44-1030, which reads as follows: "The Proposer hereby agrees that":
 - a. He or she will observe the provision of the Kansas Commission on Human Rights and will not discriminate against any person in the performance of work under the present contract because of race, religion, color, sex, national origin, ancestry, or physical disability;
 - b. In all solicitations or advertisements for employees, he or she will include the phrase, 'Equal Opportunity Employer,' or a similar phrase to be approved by the Kansas Commission on Human Rights;
 - c. If he or she fails to comply with the manner in which he reports to the Kansas Commission on Human Rights, he will be deemed to have breached the present contract, and it may be canceled, terminated, or suspended, in whole or in part, by Sedgwick County, Kansas;
 - d. If he or she is found guilty of a violation of the Kansas Act Against Human Rights under a decision, or order of the Kansas Commission on Human Rights which has become final, he or she will be deemed to have breached the present contract, and it may be canceled, terminated, or suspended, in whole or in part, by Sedgwick County, Kansas; and,
 - e. He or she will include the provisions of subsections (a) through (d) inclusively of this paragraph in every subcontract or purchase order so that such provision will be binding upon such subcontractor or vendor.
29. By submission of a response, the Proposer agrees that at the time of submittal, he or she: (1) has no interest (including financial benefit, commission, finder's fee, or any other remuneration) and will not acquire any interest, either direct or indirect, that would conflict in any manner or degree with the performance of Proposer's services, or (2) benefit from an award resulting in a "Conflict of Interest." A "Conflict of Interest" will include holding or retaining membership, or employment, on a board, elected office, department, division or bureau, or committee sanctioned by and/or governed by the Sedgwick County Board of County Commissioners. Proposers will identify any interests, and the individuals involved, on separate paper with the response and will understand that the County, at the discretion of the Purchasing Director in consultation with the County Counselor, may reject their proposal.
30. No gifts or gratuities of any kind shall be offered to any County employee at any time.
31. The supplier will hold and save Sedgwick County, Kansas, and its officers, agents, servants/employees harmless from liability of any patented, or unpatented invention, process, article, or appliance manufactured, or used in the performance of the contract, including its use by Sedgwick County.
32. The Proposer certifies that this proposal is submitted without collusion, fraud or misrepresentation as to other Proposers, so that all proposals for the project will result from free, open and competitive proposing among all vendors.
33. Sedgwick County will accept responses transmitted via a facsimile unless stated to the contrary within this document. Proposals must be received prior to the time and dates listed to be considered responsive. Sedgwick County will not accept late responses and will return them to the sender. Further, Sedgwick County will NOT: (1) guarantee security of the document received; (2) be held responsible for proposals which are NOT legible (and

may choose to reject such responses); and, (3) guarantee that the receiving facsimile machine will accept transmission or that phone lines are functioning and available for transmission. Submitting a proposal response via a facsimile does NOT relieve the proposer of: (1) responsibilities stated in the document (such as attendance at a mandatory pre-proposal conference); (2) providing non-paper informational items which must be returned with the response (diskettes, large drawings, photographs, models, etc.); and, (3) providing original copies of proposal sureties (bonds, certificates of insurance, etc.)

34. The Proposer must provide Sedgwick County with a toll-free telephone number, OR accept collect calls. FAX numbers should also be provided if available. Additional information may be obtained from Tammy Brandt, Sedgwick County, Kansas, Purchasing Department, 604 North Main, Suite F, Wichita, KS 67203-3703 (316) 660-7255.

COST SUMMARY

Item Description	Quantity	Cost Per Unit	Cost For 4 Units
In-car digital video unit, to include: two cameras (one color, one color optional) two microphones recording equipment recording medium control unit with playback monitor any cabling/adapters/brackets/etc required on installations	4		
If removable recording medium used, each additional (spare) unit	4		
If vendor proposes own server, cost and specifications			
PC, minimum specifications required to operate software. Include warranty information.	1		
Digital Video Management System software	1		
Adapter – hardware used to download data from hard drive	1		
Label Maker for DVD/CD labels	1		
20 GB removable vehicle hard drive	2		
900 MHz wireless audio transceiver and mic with charger	1		
Cigarette charger	4		
Radio Harness	4		
Radar Interface Cable	4		
If proprietary software used: # of update licenses included at no additional cost cost of additional update licenses # of viewing licenses included at no additional cost cost of additional viewing licenses			
Cost of vendor installation if required or recommended	4		
Cost of annual service contract	4		

**PROPOSAL RESPONSE FORM
DIGITAL IN-CAR VIDEO RECORDER
04-18852**

All organizations interested in proposing must provide one (1) original and three (3) copies of the information requested in the Request for Proposal. Responses are due NO LATER THAN Tuesday, November 23, 2004; 1:45 p.m., CDT, Attention: Tammy Brandt; Purchasing Department, 604 N. Main, Suite F, Wichita, Kansas 67203. This form can be made available on disk in Word format, or may be scanned, to facilitate completion.

The undersigned, on behalf of the Proposer, certifies that: (1) this offer is made without previous understanding, agreement or connection with any person, firm, or corporation making a proposal on the same project; (2) is in all respects fair and without collusion or fraud; (3) the person whose signature appears below is legally empowered to bind the firm in whose name the proposal is entered; (4) they have read the complete Request for Proposal and understand all provisions; (5) if accepted by the County, this proposal is guaranteed as written and amended and will be implemented as stated; and (6) mistakes in writing of the submitted proposal will be their responsibility.

FIRM NAME _____

CONTACT _____

SIGNATURE _____ TITLE _____

ADDRESS _____ CITY/STATE _____ ZIP _____

PHONE _____ FAX _____ HOURS _____

TAX PAYER I.D. NUMBER _____

GENERAL NATURE OF BUSINESS _____

NUMBER OF LOCATIONS _____ NUMBER OF PERSONS EMPLOYED _____

COMPANY WEB SITE ADDRESS _____ E-MAIL _____

TYPE OF ORGANIZATION: Public Corporation _____ Private Corporation _____
Sole Proprietorship _____ Partnership _____ Minority Business _____ Woman-Owned Business _____
Small Business _____ Manufacturer _____ Distributor _____ Retail _____ Dealer _____

ACKNOWLEDGE RECEIPT OF ADDENDA: All addendum(s) are posted to our RFQ/RFP web page and it is the vendor's responsibility to check and confirm all addendum(s) related to this document by going to www.sedgwickcounty.org/purchasing.

We acknowledge receipt of addenda (if applicable): NO. ____, DATED ____; NO. ____, DATED ____.

Vendor fully acknowledges that the entire document, including all requirements, objectives, and terms and conditions, are accepted with this response and any exceptions are clearly delineated.

Signature _____ Title _____

