

**June 3, 2019**

**WORKSHOPS**

Vancouver City Hall - 415 W 6th Street, Vancouver WA

Councilmember Lebowsky was absent from workshops.

**5:00-6:00 p.m. Joint City Council / Transportation Benefit District Workshop : 2020-2025 Transportation Improvement Program**

*Chris Malone, Public Works and Assets Management Manager, 487-7711*

**Summary**

Staff provided Council with an overview of the proposed 2020-2025 Transportation Improvement Program (TIP), including background information on the TIP, history and forecast of project and program finances, a summary of the projects and programs included in the TIP, arterial map updates, and a discussion about the potential impact of state initiative I-976.

**COUNCIL DINNER/ADMINISTRATIVE UPDATES (6 PM)**

**COUNCIL REGULAR MEETING**

**Pledge of Allegiance**

**Call to Order and Roll Call**

The regular meeting of the Vancouver City Council was called to order at 6:30 p.m. by Mayor McEnery-Ogle in the Council Chambers of City Hall, 415 W. 6th Street, Vancouver, Washington.

**Present:** Councilmembers Paulsen, Glover, Stober, Turlay, Hansen, Mayor McEnerny-Ogle

**Absent:** Councilmember Lebowsky

**Motion** by Councilmember Paulsen, seconded by Councilmember Hansen, and carried unanimously to excuse Councilmember Lebowsky.

## Approval of Minutes

Minutes - May 6, 2019

**Motion** by Councilmember Paulsen, seconded by Councilmember Hansen, and carried unanimously to approve the meeting minutes of May 6, 2019.

Minutes - May 13, 2019

**Motion** by Councilmember Glover, seconded by Councilmember Paulsen, and carried unanimously to approve the meeting minutes of May 13, 2019.

## Citizen Communication (Items 1-5)

Mayor McEnerny-Ogle opened Citizen Communication and, receiving no testimony, closed Citizen Communication.

## Consent Agenda (Items 1-5)

**Motion** by Councilmember Hansen, seconded by Councilmember Turlay, and carried unanimously to approve the Consent Agenda.

### 1. Request to Reject All Bids for the 2019 Resurfacing Project

Staff Report 065-19

#### **Summary**

*On May 14, 2019, the City received three bids for the subject project. The bids ranged from \$2.5 million to \$2.7 million. The lowest bidder was not responsive because they did not submit a list of subcontractors with their bid. The second lowest bidder was responsive; however, their bid was \$500,000 more than the engineer's estimate. Staff is recommending that all the bids be rejected, and the City then re-advertise the project. The bids are as follows:*

| <b>SUMMARY OF BIDS</b>                      |               |
|---------------------------------------------|---------------|
| <b>BIDDER</b>                               | <b>AMOUNT</b> |
| Granite Construction Company, Vancouver, WA | Non-          |

|                                                            |                       |
|------------------------------------------------------------|-----------------------|
| <i>Clark &amp; Sons Excavating, Inc. Battle Ground, WA</i> | <i>Responsive</i>     |
| <i>Lakeside Industries Inc., Vancouver, WA</i>             | <i>\$2,715,843.17</i> |
|                                                            | <i>\$2,740,540.00</i> |
| <i>Engineers' Estimate</i>                                 | <i>\$2,200,000.00</i> |

Request: Reject all the bids for the 2019 Resurfacing Project.

*Chris Sneider, Senior Civil Engineer, 487-8239; Ryan Miles, Operations Superintendent, 487-7708*

**Motion approved the request.**

## 2. **Bid Award for 2019 East Mill Plain Blvd Resurfacing Project**

Staff Report 066-19

### **Summary**

*The East Mill Plain Blvd NHS Resurfacing Project (Fort Vancouver Way to Grand Blvd) is being constructed as part of the Pavement Management program. This year's pavement management program includes three separate resurfacing contracts. A total of 24 lanes miles of street will be treated under those contracts. These contracts include the "SE 164th/162nd Ave NHS Resurfacing Project", which includes 9 lane miles of paving, the "E. Mill Plain Blvd. NHS Resurfacing Project", which includes 5 lane miles of paving and microsurfacing, and the "2019 Resurfacing Project". which includes 10 lanes miles of paving.*

*The recommended action in this staff report is to award the East Mill Plain Blvd NHS Resurfacing Project. The SE 164th/162nd Ave NHS Resurfacing Project was awarded on May 13, 2019 and the 2019 Resurfacing Project is currently under bid review.*

*On May 7, 2019, the City received 3 bids for the subject project. The bids ranged between \$1,236,106.00 to \$1,699,277.75. The low bidder was responsive. The bids are as follows:*

| <b>SUMMARY OF BIDS</b>                                |                       |
|-------------------------------------------------------|-----------------------|
| <b>BIDDER</b>                                         | <b>AMOUNT</b>         |
| <i>Granite Construction Company, Vancouver, WA</i>    | <i>\$1,236,106.00</i> |
| <i>Clark &amp; Sons Excavating, Battle Ground, WA</i> | <i>\$1,427,883.40</i> |
| <i>Tapani, Inc, Battle Ground, WA</i>                 | <i>\$1,699,277.75</i> |
| <i>Engineers' Estimate</i>                            | <i>\$1,200,000</i>    |

*Due to the federal funding associated with this project, the Washington State Department of Transportation (WSDOT) set an Underutilized Disadvantaged Business Enterprise (UDBE) goal of 8%. Granite Construction Company has committed to meet this goal. Although this project has not been assigned a federal training requirement, federal guidelines for grant projects do not allow the inclusion of local agency apprenticeship programs. Consequently, there are no City apprenticeship goals for this project.*

Request: Authorize the City Manager or designee to award a construction contract for the East Mill Plain Blvd NHS Resurfacing Project to the lowest responsive and responsible bidder, Granite Construction Company, of Vancouver, WA, Washington, at their bid price of \$1,236,106.00, which includes Washington State sales tax.

*Chris Sneider, Senior Civil Engineer, 487-8239; Ryan Miles, Operations Superintendent, 487-7708*

**Motion approved the request.**

**3. Bid Award for 6th Street Parking Lot (Project #070717)**

Staff Report 067-19

***Summary***

*The existing City Hall parking lot, as well as the surrounding downtown parking structures, is at capacity and there is a waiting list for spots. A portion of the capacity in the Vancouvercenter garage is occupied by City fleet vehicles. There is also a waiting list for downtown on-street permit parking.*

*Due to existing physical conditions and access limitations, the new facility is designed to be an extension of the existing City Hall parking lot and therefore has a similar design. The expansion will add 121 parking spaces to accommodate City fleet vehicles that are currently in the Vancouvercenter garage as well as add off-street parking inventory to the City's parking system.*

*The project design includes site grading, determination of appropriate pavement type and structure, surface water management and treatment, installation of 3 new overhead light poles, and minor existing landscaping revisions. The project will also open the currently closed 6th street access from the lot, as "exit only". The parking lot entrance will continue to be through the gated access off Esther Street.*

*If the contract is approved, construction will take place this summer, with the*



*parking lot scheduled to be available for use by September 2019.*

*Invitation to Bid #19-07 was issued on April 10, 2019. Based on the anticipated contract value of less than \$500,000, the Invitation to Bid documents did not include an Apprenticeship Utilization Requirement. The City received 10 contractor bids by the bid solicitation close on April 30, 2019. City staff and key stakeholders met to review the bids and to provide a recommendation for award. The bid results are as follows:*

| <b>SUMMARY OF BIDS (includes WA Sales Tax)</b>                      |                     |
|---------------------------------------------------------------------|---------------------|
| <b>BIDDER</b>                                                       | <b>AMOUNT</b>       |
| <i>McDonald Excavating, Inc., Washougal, WA</i>                     | <i>\$328,733.84</i> |
| <i>Proexc, LLC, Battle Ground, WA</i>                               | <i>\$344,712.00</i> |
| <i>Nutter Corporation, Vancouver, WA</i>                            | <i>\$353,689.22</i> |
| <i>C &amp; J Contracting LLC, Battle Ground, WA</i>                 | <i>\$363,980.10</i> |
| <i>3 Kings Environmental, Inc., Battle Ground, WA</i>               | <i>\$365,966.07</i> |
| <i>Lee Contractors, Battle Ground, WA</i>                           | <i>\$371,812.00</i> |
| <i>GT Bladeworks Inc., Battle Ground, WA</i>                        | <i>\$379,043.13</i> |
| <i>Advanced Excavating Specialists, LLC (AES),<br/>Longview, WA</i> | <i>\$398,912.00</i> |
| <i>Clark and Sons Excavating, Inc., Battle Ground, WA</i>           | <i>\$406,500.00</i> |
| <i>Halme Excavating, Inc., Battle Ground, WA</i>                    | <i>\$460,971.00</i> |
| <i>Engineers' Estimate</i>                                          | <i>\$368,720.84</i> |

*McDonald Excavating, Inc. was determined to be the lowest responsive and responsible bidder. The Engineers' Estimate was \$368,720.84. The contract with McDonald Excavating, Inc. is written for \$328,733.84. Construction work is proposed to take place between June and September of this year.*

Request: Authorize the City Manager or designee to award a contract to the lowest responsive and responsible bidder, McDonald Excavating, Inc. of Washougal, WA, and execute a contract for the 6th Street Parking Lot in the amount of \$328,733.84, which includes Washington State Sales tax.

*Dan Swensen, Construction Manager, 487-7754*

**Motion approved the request.**

- 4. Authorizing the award of a contract to Mark43, Inc. for the new police records management and report writing system (RMS)**

Staff Report 068-19

**AN ORDINANCE** authorizing the City Manager or designee to execute an Agreement with Mark43, Inc., a Delaware corporation licensed to do business in the State of Washington, for the provision of professional services and cloud-based software as a service for the benefit of providing the City of Vancouver, Washington, with a police record management system; and providing required Terms that such Agreement be for an initial term of not more than five years; providing for severability; and setting an effective date.

### **Summary**

*Background. In 2015, the Vancouver Police Department entered into a consortium of law enforcement agencies to participate in a shared regional records management system known as the Regional Joint Information Network (RegJIN), which is hosted by the Portland Police Bureau. Unfortunately, the efficiencies expected through the RegJIN system did not materialize. The RegJIN software system interaction has proven to be difficult and time-consuming from an officer/user perspective. For instance:*

- RegJIN requires significant IT maintenance due to complex hardware architecture, antiquated software design, and frequent system updates.*
- Promised RegJIN system improvements have been slow to achieve and not fully delivered.*

*Additionally, RegJIN costs to maintain system functionality are largely fixed and have not decreased significantly—even with decreasing numbers of users. As a result, the Portland Police Bureau has hired a consultant to assist their agency with the replacement of the RegJIN software system. It is anticipated that the existing RegJIN system will cease to exist in the summer of 2021. As a result of the factors above, in 2018, the City of Vancouver provided notice of intent to terminate participation in the RegJIN project to the Portland Police Bureau.*

*Selection of Mark43. After conducting an internal needs assessment, a competitive request for proposals (RFP) was developed and published. RFP responses were reviewed and rated by representatives of VPD and other key City stakeholders with diverse skills, experiences, and RMS needs. Vendor performances were evaluated by relevant users including Command members, Patrol officers and Records staff. Following review of vendor proposals and staff feedback, the Executive Steering Committee recommended the selection of Mark43 as the next VPD records management system vendor. Following several months of negotiations, Mark43 and City staff developed a tentative agreement pending City Council's approval. In recognition of City Charter provisions, this agreement (which could last fifteen years or longer if all renewal term option periods are exercised by the City) is accompanied by an enacting Ordinance.*

## Agreement Overview.

- **General Provisions.** *If approved, Mark43 would provide a combination of professional services (e.g., computer interface development and data migration), subscriptions and technical support to a cloud-based Software as a Service Records Management System (SaaS Services).*
- **Cost.** *The City would pay \$1,278,116 for the initial 5-year Term of this agreement for professional services and SaaS services. This covers implementation costs as well as the subscription costs, but is exclusive of applicable taxes (e.g., sales and use taxes). Following the initial agreement term, the City will be responsible for pass-through costs of \$16,500 per year for a third-party system ("CommSys") that facilitates Mark43's connection to state and federal criminal justice databases.*
- **Duration.** *After the initial 5-year term, the City will have the option of exercising up to two additional 5-year renewal periods. The annual subscription fee (\$217,651.20) would be discounted by 10% during the first 5-year renewal term option period (adjusted annual total: \$195,886.08). During the second 5-year renewal term option period, Mark43 will be allowed to increase the subscription fee by 4.5% on a year-over-year basis for years 11-14, with no increase allowed in year 15. Thereafter, the agreement will renew on a year-to-year basis unless renegotiated.*

Request: Approve the ordinance on first reading, setting date of second reading and public hearing for Monday, June 17, 2019.

*Jonathan Young, Chief Assistant City Attorney, 487-8500*

Mayor McEnemy-Ogle read the title of the ordinance into the record.

**Motion approved the request.**

## **5. Approval of Claim Vouchers**

Request: Approve claim vouchers for June 3, 2019

*(Copy available upon request.)*

**Motion approved claim vouchers for June 3, 2019, in the amount of \$17,120,918.85.**

## **Communications**

- A. From the Council**
- B. From the Mayor**
- C. From the City Manager**

## **Executive Session re: Pending Litigation (2 hours)**

Mayor McEnerny-Ogle announced Council would be entering into executive session at 7:00 p.m. for about two hours to discuss pending litigation and that no action regarding this topic or any additional Council business would be taken following the executive session.

Council entered into executive session from 7:00 - 8:40 p.m.

## **Adjournment**

8:40 p.m.

---

Anne McEnerny-Ogle, Mayor

Attest:

---

Natasha Ramras, City Clerk

Meetings of the Vancouver City Council are electronically recorded on audio and videotapes. The audio tapes are kept on file in the office of the City Clerk for a period of six years.

# Charter Review Recommendations 2019

City Council Workshop  
June 17, 2019

Jeanette (Jan) Bader, Program & Policy Dev. Mgr.  
Brent Boger, Assistant City Attorney  
Esther Schrader, Committee Member



# Presentation Overview

- Charter Review Process
- Charter Review Committee Recommendations
- Possible Council actions
- Timeline



# Charter Review Process

- Charter requires a review every 5 years
- Committee of 15 residents appointed by Mayor & Council
- Committee's role is to “review and recommend” to Council any amendments to the charter
- 8 committee meetings between January – June 2019
- Public and council input
- Recommending Council consider 8 potential charter changes

# Charter Recommendations- Priority 1

## Nomination of Councilmembers by District

- Three districts with two Councilmembers representing each district
- Nominated by district in primary and elected at-large in general election
- Candidates must live in the district to run and must remain residents of the district while in office
- Mayor continues to be elected at-large
- Effective for the 2021 general election



# Charter Recommendations- Priority 1

## Nomination of Councilmembers by District

- Council would appoint a Districting Commission
- Boundaries of district drawn in 2020 (using 2010 census data) and then again in 2022 with 2020 census data
- Redistricting done every 10 years thereafter
- Guidelines for drawing districts included in charter amendment
- Council can only modify districts in the event of an error

## Charter Recommendations- Priority 2

### Citizen's Commission on Mayor/Council Salaries

- Increases the membership from five to seven
- Removes outdated language
- Caps annual salary increase at the lesser of 4% or CPI
- Proposed increase over 4% or CPI would go to a public vote
- Allows the Commission to decrease or keep the salary the same

# Charter Recommendations- Priority 2

## Citizen's Commission on Mayor/Council Salaries

Other alternatives explored include:

- Abolishing commission (a few members believe it is a conflict of interest for Council to appoint the commission determining their salary)
- Jury selection model
- Election
- City Manager appoints commission

# Charter Recommendations – Priority 3

## Clarification of Councilmember Qualifications

- Charter requires two years of residency prior to being elected to a council seat
- State requires 30 days of residency prior to being appointed to a vacant council seat
- Amendment would require two years of residency for both election and appointment
- Would prohibit Councilmembers from holding another elected public office while serving on Council

# Charter Recommendations – Priority 4

## Filling Council Vacancies

- Require council to adopt procedures for filling vacancies
- Procedures would include:
  - Public notice of vacancies
  - Public interviews of applicants

# Charter Recommendations- Priority 5

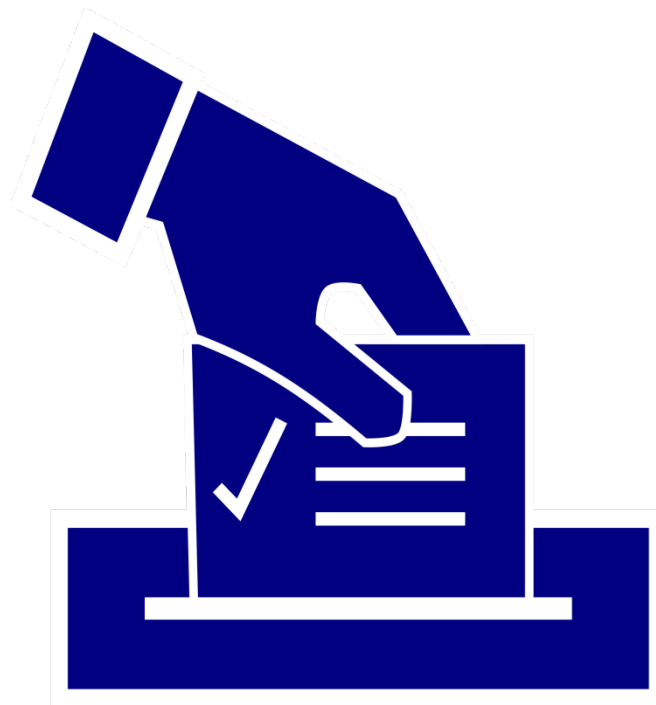
## Revision to Processing of Claims

- Charter requires Council to approve payroll, bills & invoices prior to paying
- Amendment would require:
  - Approval before payment by Finance staff
  - Council approval at the next regularly scheduled public meeting within one month of payment

# Charter Recommendations – Priority 6

## Contracting Authority

Clarify that the City can enter into contracts for longer than five years if approved by Council via ordinance



# Charter Recommendations- Priority 7

## Allowing Ordinance Amendments by Subsection

- Currently the entire ordinance or section of the ordinance must be published if it is to be amended or revised
- Charter change would allow the city to publish only a subsection of an ordinance provided the context and effect of the amendment can be discerned solely by reference to the subsection.



# Charter Recommendations- Priority 8

## Miscellaneous Changes for Inconsistencies and Inapplicable Language

- Two sections mandate different time frames for council action on a initiative petition ordinance-change would make it consistent at 30 days
- Remove references to “police judge” which is outdated language
- Correct a confusing phrase in Section 11.04

# Possible Council Actions

- Place issue on ballot for binding vote
- Place issue on ballot for advisory vote. If approved, Council can:
  - Put issue on ballot for a binding vote at the next general election
  - Take no action
- Modify issue or timeline for a future vote
- Decide not to put the issue on ballot

# Charter Review Timeline

|            |                                                       |
|------------|-------------------------------------------------------|
| June 17    | Committee recommendations presented to Council        |
| June 24    | Council action on recommendations                     |
| July 15    | Council appoints pro & con committees                 |
| August 6   | Ballot measure(s) information due to Auditor's Office |
| November 5 | Election                                              |

# Questions?

Jeanette (Jan) Bader,  
Program & Policy Development Manager

360-487-8606

[jan.bader@cityofvancouver.us](mailto:jan.bader@cityofvancouver.us)





## MEMORANDUM

**DATE:** June 17, 2019

**TO:** Mayor & Council

**FROM:** 2019 Charter Review Committee- Melissa Boles, John Caton, Susan Courtney, Mary Elkin, Barry Hemphill, Noland Hoshino, Frank L'Amie, Marjorie Ledell, Peter Marez, David Olson, Lynn Samuels, Esther Schrader, Heather Sinnott

**RE:** **Charter Review Committee Recommendations**

**CC:** Eric Holmes, City Manager  
Brent Boger, Assistant City Attorney  
Jeanette (Jan) Bader, Program & Policy Development Manager

---

The 2019 Charter Review Committee has completed the review of the City of Vancouver's charter and is recommending the City Council consider eight potential charter revisions.

### **The Process**

The City Charter requires that a committee of 15 members be appointed by the City Council to review the charter every five years. City Council appointed the 2019 Charter Review Committee on December 3, 2018. The Committee held eight meetings between January 24 and June 6, 2019. During the process, two members resigned from the Committee for personal reasons, so the final committee was 13 members.

Committee meetings were facilitated by Bridger Wineman of Envirolssues. Councilmembers and the Mayor were invited to attend the meetings and provide their perspective on areas of the charter to be reviewed. Citizens were also invited to provide input through on-line suggestions and time on the agenda for citizen communication. The Columbian also ran several articles about the charter review process. Summaries from the Committee meetings can be found on the City's website at: <https://www.cityofvancouver.us/charterreview>

### **Proposed Charter Amendments**

The Committee recognizes that we are proposing a significant number of changes to the charter and that it is Council's decision which of these proposed revisions, if any, will be placed on the ballot for a vote.

The proposed charter revisions are outlined below with the language for each of the recommendations included in the attachments. The proposed revisions are in priority order based on the Committee's ranking of the importance of each issue.

**Priority #1**

**Electing Councilmembers by District** – proposal would create three districts, elect Councilmembers by district in the primary and at-large in the general election and authorize the City Council to appoint a committee to oversee development of the districts.

**Priority #2**

**Citizen's Commission on Mayor/City Council Salaries** – proposed revisions would increase the membership of the Commission from 5 to 7 and set a cap on the amount of salary increase the Commission can authorize without a public vote.

**Priority #3**

**Clarifying Councilmembers Qualifications**– the Charter requires two years of residency in order to run for a seat on the City Council. The State only requires 30 days of residency in order to be appointed to a vacant Council position. One proposed change would require two years of residency for both election and appointment to City Council. It would also clarify that when the charter prohibits a councilmember from simultaneously holding another public office, it's an "elected" public office.

**Priority #4**

**Elaboration of Procedures for Filling Council Vacancies** - proposal would require the City Council to adopt rules and procedures for filling vacancies on Council including provisions for public notice of vacancies and public interviews of applicants.

**Priority #5**

**Revision of the Claims Process** - the Charter requires Council to approve payroll, invoices, bills and other claims in advance. This is not consistent with Washington State law or the City's current practice. The proposed change would allow Council to review and approve claims at the next regularly scheduled public meeting, within one month of issuance of payment.

**Priority #6**

**Clarifying Contracting Authority** - this proposed revision would clarify that the City has the authority to enter into contracts that are longer than five years provided the contract is approved by the City Council via ordinance.

**Priority #7**

**Allowing Ordinance Amendments by Reference to Subsections** - this proposed revision would allow the City to print/publish only the subsection of an ordinance that is being amended rather than the current requirement to print/publish the entire ordinance or section of an ordinance. This will save on printing costs and make it easier for readers to quickly identify which sections of the ordinance are being revised.

**Priority #8**

**Miscellaneous Changes to Remove Inconsistencies and Inapplicable Language** - there are several areas of the Charter that use outdated language, inaccurate pronouns or, in one case, where two sections authorize different timelines for the same action. The proposed revisions would correct all those inconsistencies.

### **Charter Issues Reviewed but Not Recommended for Change**

A number of other issues, submitted by either Committee members, staff or the public, were discussed but not recommended to the Council for action. They included:

- Abolishing the Salary Review Commission. A minority of the Committee strongly feels that it is a conflict of interest for the City Council to be appointing members of a commission that is determining their salaries. The Committee discussed other options including abolishing the Commission, having the City Manager appoint the members or selecting citizens at random to serve on the Commission, like jury duty, but was unable to come to consensus on an alternative method
- Requiring Councilmembers to resign their seat if they run for any other elective office
- Revising the ordinance adoption process and the timing of public comments
- Electing Councilmembers on even numbered years instead of odd
- Establishing a defined process for punishing or expelling Councilmembers for inappropriate behavior
- Allowing the City Manager to live inside the urban growth boundary instead of the current requirement to live inside the city limits
- Establishing a process to hold Councilmembers accountable for ensuring equity in city services

### **Additional Recommendations:**

The Charter Review Committee strongly recommends when it is time for the next review of the charter in 2024, the City Council appoint the Charter Review Committee in late summer or early fall of 2023. Reviewing the charter is a considerable amount of work and the Committee would have appreciated more time to complete the process. The difficulty of working around schedules of 15 members plus staff and consultants meant that at each committee meeting some members were absent. The Committee recommends for future charter review processes, the meeting schedule be set in advance of appointing members to help ensure that when people volunteer to serve, they are able to make the meetings.

### **Attachments**

- A) Proposed Charter Amendment #1- Election of Councilmembers by District
- B) Proposed Charter Amendment #2 - Citizen Commission on Mayor/Council Salaries
- C) Proposed Charter Amendment #3 – Clarifying Councilmember Qualifications
- D) Proposed Charter Amendment #4 – Elaboration of Procedures for Filling Council Vacancies
- E) Proposed Charter Amendment #5 - Revision of the Claims Process
- F) Proposed Charter Amendment #6 - Clarifying City Contracting Authority
- G) Proposed Charter Amendment #7 - Allowing Ordinance Amendments by Reference to Subsections
- H) Proposed Charter Amendment #8 - Miscellaneous Changes

## PROPOSED CHARTER AMENDMENT NO. 1 – REVISIONS IN THE COUNCILMEMBER ELECTION PROCESS

An amendment to Section 2.01 of the City of Vancouver's Charter clarifying that a special election for the remainder of a Councilmember's term is required when the Councilmember provides notice of intent to run for a different council position. New Section 2.19 would divide the city into three voting districts of roughly equal population. District voters would nominate two candidates, who are district residents, in the primary election. Councilmembers would continue to be elected citywide in the general election. The City Council would appoint a Commission to establish the districts.

Should this amendment to the Charter be enacted?

Yes

No

### Full Text:

**Section 2.01 Number, Terms:** The council shall have seven members, including a mayor, nominated and elected pursuant to Section 2.19. ~~from the city at large in the manner hereinafter provided: Commencing in the 1971 municipal election, t~~ Three persons shall be elected to four-year terms as councilmembers at each biennial municipal election and; provided further, commencing in the 2005 biennial municipal election, one person shall be elected to a four-year term as mayor.

If any seated councilmember seeks a different council position, including mayor, that person is required to provide notice of his/her intention to do so and to resign his/her current position effective as of the end of that calendar year. The notice of intent must be filed with the city clerk at least thirty days prior to the filing deadline for the council position being sought. The clerk shall provide a copy of the notice to the Elections Officer of the County Auditor. If the councilmember providing such notice would have a remaining term of office following the end of that calendar year, nominations and elections for such remaining term of office shall be conducted as provided for under state law and the provisions of this Charter.

The person elected mayor shall have the powers of the mayor as provided in this charter and also all powers of a city councilmember. All incumbent councilmembers shall continue to serve until their successors are elected and qualified. In the event of a tie vote, the election shall be decided by lot.



**New Section 2.19. Election of Councilmembers; Councilmember Districts.**

- A. The City shall be apportioned into three council districts of generally equal population, numbered one through three. Each district shall have two city council positions, numbered one and two.
- B. General municipal elections are held in November in odd-numbered years. At the 2021 election there shall be elected the mayor and three council members to position number one for each district and every four years thereafter; at the 2023 election there shall be elected three council members in position number two for each district and every four years thereafter.
- C. The members of the City Council shall be nominated and elected as follows: at the municipal primary election, the qualified electors of each district, and they only, shall nominate two candidates for the office of councilmember. At the following municipal general election, the nominee receiving the highest number of votes from the City at large for the office of councilmember for the district in which he or she resides shall be declared elected.
- D. City councilmembers and candidates for city council shall be residents of the districts they represent or seek to represent.
- E. The boundaries of the districts shall be drawn in 2020, then redrawn in 2022, and redrawn every ten (10) years thereafter following each federal decennial census, in accordance with a districting plan prepared by a seven (7)-member Districting Commission, all consistent with applicable state law and this Charter. The City Council shall appoint the Districting Commission members from those applying upon a determination of reasonable geographic representation among the applicants. These Commission members must be appointed on or before January 31, 2020, then again on or before January 31, 2022, and on or before January 31, every tenth year thereafter. Each Districting Commission member shall have been a resident of the City of Vancouver for at least two years and shall demonstrate a general knowledge of the neighborhoods and geography of the city. For purposes of this section, residence in an area annexed to the city shall be deemed residence within the city. Commencing with the 2022 redistricting and thereafter the Districting Commission shall have at least two members from each council district. No person may serve on the Commission who is an elected official (except precinct committee officer), a candidate for elected office, or a City of Vancouver employee.

The districting plan must be adopted by the Commission initially on or before November 1, 2020, then again on or before November 1, 2022, and every tenth year thereafter. Prior to the adoption of a districting plan and district boundaries the Commission shall conduct public forums. The initial districting plan shall be based on the 2010 decennial census,

together with additional population estimates that the Commission deems reliable. In 2022, and every tenth year thereafter, the districting plan shall be based on the most recent decennial census. The City Council must adopt each Districting Commission's districting plan without modification or amendment except to correct data errors upon request by the Districting Commission.

Council districts shall be as equal in population as practicable. In no case shall the most populous district exceed the population of the least populous district by more than ten percent.

In the event that any existing voting precinct established by the Clark County Auditor is located partly within two or more Council Districts, the precincts shall be allocated to the Council district in which the largest number of voters within the precinct resides, and the district boundaries shall be changed accordingly; provided that a precinct may be divided if adding the entire precinct would cause the most populous district to exceed the least populous district by more than ten percent.

The District Commission shall draw districts, to the extent practicable, based on the following guidelines:

1. Districts should preserve identifiable communities of interest.
2. Districts should be geographically compact - populous contiguous territory shall not be bypassed to reach distant populous areas.
3. Districts should be composed of whole census blocks as developed by the United States Bureau of Census.
4. Districts should be composed of contiguous territory with reasonable access between population centers in the district.
5. Districts should not be drawn for purposes of protecting incumbents.
6. Districts should be bounded by natural boundaries, by street lines, by neighborhood association boundaries and/or by City boundaries.
7. Districts should be drawn to promote demographic and economic diversity on the City Council.

Any territory annexed to the City of Vancouver shall at the time of such annexation be added to an adjacent district or districts by an ordinance of the Council. However, if any territory annexed causes the most populous district to exceed the population of the least populous district by more than ten percent, a subsequent redistricting shall occur and shall apply to any municipal election occurring more than one year following the effective date of the first annexation causing such disparity.

Council may appoint a new Districting Commission to conduct a redistricting between decennial censuses if the council has reliable new data that the population of the most populous district exceeds the least populous district by more than ten percent. Any such redistricting shall occur and shall apply to any municipal election occurring more than one year following Council's direction.

- F. Council members elected or appointed at large prior to the November 2021 municipal general election shall continue in office until the terms to which they were elected or appointed expire as provided by law.

## PROPOSED CHARTER AMENDMENT NO. 2 – CONCERNS CHANGES TO THE COMMISSION ON MAYOR/CITY COUNCIL SALARIES

This amendment to section 2.18 would increase the number of Salary Review Commission members from five to seven and remove outdated language. Salary increases for Mayor, Mayor Pro Tempore, and Councilmembers would be capped at the lesser of an annual rate of 4% or the Consumer Price Index for the West Region (CPI-W). Proposed salary increases higher than 4% or CPI-W would require a public vote. The Commission would also have the ability to decrease salaries or keep them at the current amount.

Should this amendment to the Charter be enacted?

Yes

No

### Full Text:

**Section 2.18 Citizen's' Commission on Mayor/City Council Salaries:** There is hereby created the Vancouver Citizen's' Commission on Mayor/City Council Salaries to consist of ~~five~~ seven members appointed as provided herein and to set the salary and compensation of the ~~City~~ Mayor, Mayor Pro Tempore and City Councilmembers.

The Commission shall consist ~~for five~~ of seven members who shall be registered voters and residents of the City of Vancouver. No city officer, official, or employee or immediate family member of any ~~City~~ city officer, official or employee shall be eligible for membership on the commission. As used in this section, "immediate family member" means parents, spouse, siblings, children or dependent relative of the city officer, official or employee whether or not living in the household of the city officer, official or employee.

Commission members shall be appointed by the Mayor, subject to approval of the City Council. ~~The first members shall be appointed by January 1, 1995. Each commission member shall be appointed for a single four-year term of office. except that the first five members appointed to the commission shall be appointed for different terms as follows:~~

- ~~a. Two members to serve for periods of four years;~~
- ~~b. Two members to serve for periods of three years; and~~
- ~~c. One member to serve for a period of two years.~~

No member shall be removed during his or her term of office unless for cause of incapacity, incompetence, neglect of duty or malfeasance in office or for a disqualifying change of residence.

Upon a vacancy in any position on the commission a successor shall be selected and appointed to fill the unexpired term. The selection and appointment shall be concluded within 30 days of the date the position becomes vacant and shall be conducted in the same manner as for original appointments.

The commission authority and responsibility shall be as follows:

a. The commission shall study the relationship of salaries to the duties of the Mayor, Mayor Pro Tempore and City Councilmembers and shall fix a salary for each such position by an affirmative vote of not less than a majority of the commission.

b. Except as provided in this section, the commission shall be solely responsible for its own organization, operation and action and shall enjoy the fullest cooperation of all city officers, officials, departments and employees.

c. The members of the commission shall elect a chairperson from among their number every two years.

d. The commission may adopt a schedule of salary increases at the lesser of an annual rate of four (4) percent or the Consumer Price Index for Wage Earners and Clerical Workers for the West region (CPI-W) as established by the Bureau of Labor Statistics for the prior two years. If the Bureau of Labor Statistics discontinues publishing such index, the most similar index as determined by the city chief financial officer shall be applied. The commission may propose a schedule of salary increases of more than CPI-W or four (4) percent, provided that such schedule shall be submitted to the voters for approval. In the event the voters reject such greater increase, the increase within the foregoing limits shall go into effect. The commission may decrease salaries, provided that such decreases shall not be effective until the commencement of a new term of office. The commission may also choose not to adopt any salary change. The commission shall file its schedule of salary adjustments, if any, for the positions of Mayor, Mayor Pro Tempore, and Councilmember with the City Clerk by May 1 of the applicable year, so as to coincide with the City budget cycle.

~~d. The commission shall file its initial schedule of salaries for the positions of Mayor and City Councilmembers with the City Clerk no later than May 1, 1995, and shall thereafter file schedules by May 1st of the applicable later years so as to coincide with the City budget cycle.~~

e. Each such schedule shall be filed in ordinance form, shall be assigned a chapter number, shall be published in the same manner as a City ordinance, and shall become effective thirty days after

filing with the City Clerk. Such schedule shall be subject to referendum in the same manner as provided by Section 10.2 of the City Charter.

f. Signature of the chairperson of the commission shall be affixed on each schedule submitted to the City Clerk.

g. Prior to the filing of any salary schedule, the commission shall hold no fewer than two public hearings thereon within the four months immediately preceding the filing.

The members of the commission shall receive no compensation for their services but shall receive reasonable reimbursement for their expenses in accordance with state law and city ordinance.

It shall be the duty of all city officers, officials and employees to aid in all proper ways of carrying out the provisions of this resolution. The commission shall have access to all city books, papers, documents and accounts applying or in any way concerning the subject matter of this resolution. Staff shall be assigned to the commission to provide support for its work.

This section shall supersede Section 2.03 and Section 2.04 of the City Charter but only insofar as they provide for the change of the salaries of the Councilmembers, Mayor Pro Tempore, and Mayor by ordinance.

PROPOSED CHARTER AMENDMENT NO. 3 – CLARIFYING COUNCIL MEMBER QUALIFICATIONS.

The City of Vancouver’s Charter requires that Councilmembers be residents of the city for twoyears prior to election but does not address residency when a councilmember is appointed to a vacancy. The Charter also prohibits a councilmember from simultaneously holding another public office but does not define what a public office is. This amendment to Section 2.02 clarifies that Councilmembers who are appointed to a vacant council seat must have two-year continuous city residency and will also clarify that public office means “elected” public office.

Should this amendment to the Charter be enacted?

Yes

No

**Full Text:**

**Section 2.02 Qualifications:** Councilmembers shall be qualified electors and residents of the city for a continuous period of at least two years prior to the date of their election or to their appointment to a vacant council seat. ~~next prior to their election~~ Councilmembers shall hold no other elected public office or employment under the city government. If a councilmember shall cease to have these qualifications or shall be convicted of a crime involving moral turpitude or shall be absent from three consecutive regular meetings without being granted a leave of absence by the city council, this office shall become vacant and be so declared by the city council.

PROPOSED CHARTER AMENDMENT NO. 4 – REQUIRING THE CITY COUNCIL TO  
ADOPT PROCEDURES FOR FILLING COUNCIL VACANCIES

This amendment to Section 2.08 would require that the City Council adopt specific rules and procedures for filling council vacancies including provisions for public notice of such vacancies and that the interviews of applicants for the position be done in public.

Should this amendment to the Charter be enacted?

Yes

No

**Full Text:**

**Section 2.08 Vacancies in Council:** Vacancies in the city council shall be filled by a majority vote of the remaining members of the city council, but such appointee shall hold office only until the next regular general election, at which time a person shall be elected to serve for the remainder of the unexpired term. The city council shall adopt rules and procedures for filling council vacancies which shall include provisions for public notice of such vacancy and public interviews of the applicants selected for interview. In the event of the extended excused absence or disability of a councilmember, which shall include, without limitation, the period the mayor pro tempore serves as mayor in case of a vacancy in the office of mayor, the remaining members of the city council shall have the power to appoint a councilmember pro tempore to serve during the absence or disability.



## PROPOSED CHARTER AMENDMENT NO. 5 – CONCERNING CHANGING THE CLAIMS PROCESS TO CONFORM TO STATE LAW

The City of Vancouver's charter currently requires that the city council approve payroll, bills, invoices and other claims prior to payment. This is inconsistent with Washington State law and with current city practice. This amendment to Section 2.05 would authorize the city council to review and approve all bills, invoices or claims at their next regularly scheduled public meeting, if held within one month of issuance of payment.

Should this amendment to the Charter be enacted?

Yes

No

### **Full Text:**

**Section 2.05 Powers and Duties:** The city council shall have the power to enact ordinances or resolutions, adopt rules and regulations, appoint and remove the city manager, fix all salaries, adopt the budget, control indebtedness, and the issuance of bonds, and to provide for an independent audit of any department or office. It may punish its members and others for disorderly or otherwise contemptuous behavior in its presence, and expel for such behavior in its presence, any member by the affirmative vote of not less than two-thirds of its members, specifying in the order of expulsion the cause thereof. It shall at least once each year hear a report from the head of each city department and division. All other powers of the city and the determination of all matters of policy, whether enumerated in this charter or not, are vested in the city council. ~~The city council shall approve before payment, all bills, invoices and other evidences of claims, demands, or charges against the city government, and shall approve and confirm payrolls.~~ All bills, invoices and other claims presented against the city by persons furnishing materials, rendering services or performing labor, or for any other contractual purpose, shall be audited, before payment, by an appointed auditing officer. The city council shall review and approve claims at the next regularly scheduled public meeting within one month from issuance of payment.

PROPOSED CHARTER AMENDMENT NO. 6— CONCERNS CLARIFYING CITY  
CONTRACTING AUTHORITY

The wording in the City of Vancouver's Charter is confusing as to whether the city may enter into contracts for longer than five years. This amendment to Section 11.05 would clarify that the city may enter into contracts for longer than five years if approved by the City Council through ordinance.

Should this amendment to the Charter be enacted?

Yes

No

**Full Text:**

**Section 11.05 Contracts Beyond One Year:** No contract involving the payment of money ~~out of the appropriations of more than one year~~ shall be made for a period of more than five years ~~nor shall any such contract be valid unless made or~~ approved by ordinance.

## PROPOSED CHARTER AMENDMENT NO. 7 – CONCERNING ALLOWING ORDINANCE AMENDMENTS BY REFERENCE TO SUBSECTION

The City of Vancouver's Charter requires that any ordinance or section of an ordinance that is being revised be published in its entirety. This amendment to Section 2.12 would allow the city to print or publish only the subsection of an ordinance that is being revised so long as the entire context of the amendment can be understood by reference to the subsection. This will save on printing costs and make it easier for readers to more quickly identify which sections of the ordinance are being revised.

Should this amendment to the Charter be enacted?

Yes

No

### Full Text:

**Section 2.12 Ordinances, Required for Certain Purposes, Title, Enacting Clause, and How Amended:** In addition to such acts of the city council as are required by statute or by this charter to be by ordinance, every act of the city council establishing a fine or other penalty or providing for the expenditure of funds or for the contracting of indebtedness or granting, renewing, or extending a franchise for any purpose shall be by ordinance. No ordinance granting a franchise shall be finally passed until thirty days have expired after its introduction; the expense incident to the enactment of such an ordinance shall be paid by the applicant; and no exclusive franchise shall be granted. When an ordinance granting a franchise is amended after it has been in force, the same provision set forth in the preceding sentence applicable to proposed ordinances granting original franchises shall apply. Every ordinance shall be clearly entitled and shall contain only one subject, which shall be clearly expressed in its title. The enacting clause of all ordinances shall be: "Be it ordained by the City of Vancouver." No ordinance shall be revised, re-enacted, or amended by reference to its title, but the ordinance to be revised or re-enacted or the section thereof amended shall be re-enacted at length as revised or amended; provided that an amendment to a subsection may be re-enacted by subsection if the entire context and effect of such amendment can be discerned solely by reference to such subsection.

## PROPOSED CHARTER AMENDMENT NO. 8—CONCERNING MISCELLANEOUS CHANGES TO REMOVE INCONSISTENCIES AND INAPPLICABLE LANGUAGE

Amendment to Section 10.07 of the City of Vancouver's Charter would confirm that the time frame for council action on an ordinance proposed through initiative petition is thirty days, rather than sixty days, which is consistent with the same action in Section 10.08. In Section 7.03 and 11.03, the term "police judge" which is no longer in use would be removed. The amendment to Section 11.04 replaces the phrase "either of them" with "the city council". The prior language was confusing.

Should these amendments to the Charter be enacted?

Yes

No

### **Full Text:**

#### ELIMINATING INCONSISTENCY IN THE TIME DURING WHICH COUNCIL MUST ADOPT OR REPEAL AN ORDINANCE SUBJECT TO REFERENDUM OR INITIATIVE

Section 10.07 Consideration by Council: Whenever the city council receives a certified initiative or referendum petition from the city clerk, it shall proceed at once to consider such petition. A proposed initiative ordinance or referred ordinance shall be given a first reading, and provision shall be made for publication, second reading and public hearing upon the proposed ordinance. The city council shall take final action on the ordinance not later than ~~sixty~~ thirty days after the date on which such ordinance was submitted to the city council by the city clerk. A referred ordinance shall be reconsidered by the city council and its final vote upon such reconsideration shall be upon the question: "Shall the ordinance specified in the referendum petition be repealed?" (As amended by vote of the people on November 2, 2004)

(No changes to Section 10.08 but included to provide context)

Section 10.08 Submission to Registered Voters of the City: If the city council shall fail to pass an ordinance proposed by initiative petition or if the city council fails to repeal a referred ordinance within thirty days after the receipt thereof, the proposed or referred ordinance shall be submitted to the registered voters of the city at the next municipal general election provided such election shall occur ninety days or more after the city council takes its final vote thereon. If the city council shall pass a proposed initiative ordinance in a different form, it shall likewise submit the proposed ordinance in its original form, if, and only if, an additional petition signed by not less

than five per centum of the number of votes cast at the last regular city election, requesting such submission, shall be circulated, signed, and filed in the same manner as the original petition and within ten days of the date of adoption of the amended ordinance. The city council may provide for a special election if, in its judgment, an emergency exists.

#### ELIMINATE "POLICE JUDGE".

Section 7.03 Civil Service; Persons Excepted Therefrom: The city council may, by ordinance, establish a system of classified civil service for other employees of the city, excepting, however, the following:

- (1) Members of the city council;
- (2) The city manager, the city clerk, the city attorney, ~~police judges~~, municipal judge, and the directors of departments;
- (3) One principal assistant or deputy and one private secretary to each of the persons named in subdivision (2) of this section;
- (4) Members of boards and commissions in the city's service;
- (5) Persons employed to make or conduct a special inquiry investigation, examination, or installation, if the city council or city manager certifies that such employment is temporary, and that the work should not be performed by employees in the classified service.

Section 11.03 Practice of Law by Officials, When Permitted: Nothing contained in this charter shall prohibit the city attorney, ~~police judge~~, or municipal judge, if and to the extent permitted by state law, from engaging in the private practice of law, but they shall not seek nor accept any fee or reward for any of their official services nor seek nor accept any employment that would conflict with the discharge of their official duties; nor shall they be engaged as attorney for either party in any civil action or for a party to any criminal proceeding depending upon the same facts as such criminal proceeding. Provided, further, that the city council may at any time place the city attorney upon a full time basis.

#### CLARIFYING LANGUAGE ON COUNCIL INVESTIGATIONS

Section 11.04 Investigations: The city council, or any person or committee authorized by the council ~~either of them~~, shall have power to inquire into the conduct of any office, department, agency, or officer of the city and to make investigations as to municipal affairs; and, for that purpose may subpoena witnesses, administer oaths, and compel the production of books, papers, and other evidence.

# 2019 City of Vancouver First Supplemental Budget

June 17, 2019

Vancouver City Council Workshop

Natasha Ramras, CFO

CITY OF  
**Vancouver**  
WASHINGTON

# Presentation Overview & Background

Review major items included in the 2019 First Supplemental Budget Appropriation:

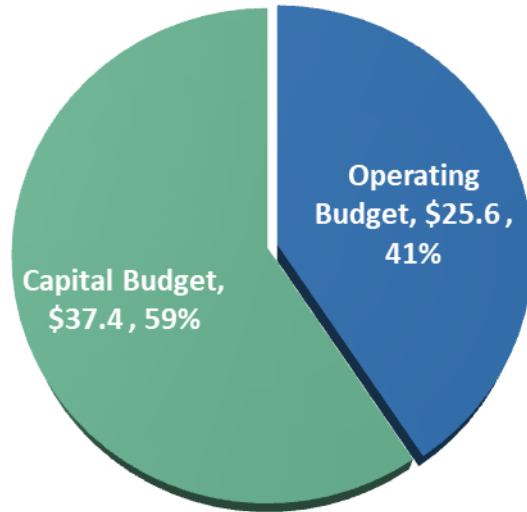
- Operating & Capital Budget; FTE changes

## **Background:**

**Supplemental Appropriation** - a mid-biennial budget alignment that allows for necessary adjustments to the adopted biennial budget as a result of unanticipated circumstances.

- **Scope of the 2019 First Supplemental:**
  - Grant and other funding sources – supported items;
  - Carry forward of uncompleted projects from prior year;
  - Corrections and administrative items;
  - FTEs only due to previously unanticipated need;
- Council Approval is required for increases in appropriations and staffing.

## 2019 First Supplemental Operating and Capital Budget \$63.0 million Total

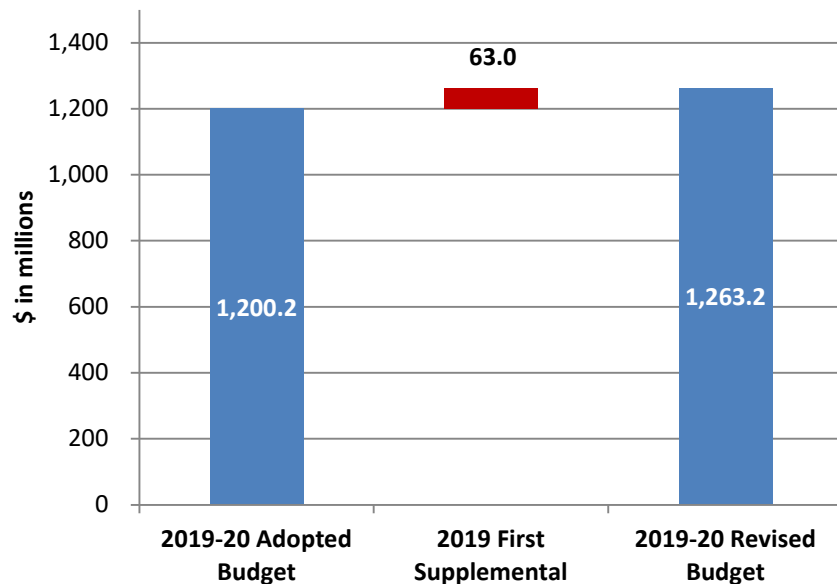


5.3% increase to the current biennium budget of \$1.2 billion, bringing the revised budget to \$1.3 billion overall

1.1% increase to the current FTE count, bringing the revised FTE to 1,194.8 by the end of 2020



# 2019-2020 City of Vancouver Biennial Budget



# 2019 First Supplemental Budget Appropriation

Total 2019 First  
Supplemental: \$63.0 mil

Operating  
Budget  
\$25.6 mil

Capital  
Budget  
\$37.4 mil

- Total net impact: \$40.0 mil city-wide
- Net Impact on the General Fund: utilization of undesignated cash balance of \$2.1 mil for one-time projects.

# 2019 First Supplemental Budget Appropriation

Total 2019 First Supplemental: \$63.0 mil

Operating Budget  
\$25.6 mil

Capital Budget  
\$37.4 mil

General, Street, Fire  
Funds  
\$4.4 mil

Other Funds  
\$21.2 mil

Capital Projects  
\$29.1 mil

Funding Transfers  
\$8.3

## General, Street, Fire Operating Initiatives by Type

|                               |            |
|-------------------------------|------------|
| Carryforward & Administrative | \$1.1 mil. |
|-------------------------------|------------|

|              |            |
|--------------|------------|
| Cost Neutral | \$0.7 mil. |
|--------------|------------|

|                       |                   |
|-----------------------|-------------------|
| <u>New Initiative</u> | <u>\$2.6 mil.</u> |
|-----------------------|-------------------|

|              |                   |
|--------------|-------------------|
| <b>Total</b> | <b>\$4.4 mil.</b> |
|--------------|-------------------|

# General, Street, Fire: CF and Grants \$1.8 mil.

|                                                      |            |
|------------------------------------------------------|------------|
| CED - Downtown Entry Way, Transportation Plans, etc. | \$0.4 mil. |
|------------------------------------------------------|------------|

|                                 |            |
|---------------------------------|------------|
| Streets – Salt Storage Building | \$0.2 mil. |
|---------------------------------|------------|

|                                        |            |
|----------------------------------------|------------|
| Streets – Project Scoping & Estimation | \$0.2 mil. |
|----------------------------------------|------------|

|               |            |
|---------------|------------|
| Police Grants | \$0.1 mil. |
|---------------|------------|

|             |            |
|-------------|------------|
| Fire Grants | \$0.4 mil. |
|-------------|------------|

|                                         |            |
|-----------------------------------------|------------|
| Share contribution to Navigation Center | \$0.2 mil. |
|-----------------------------------------|------------|

## General, Street and Fire: New Initiatives \$2.6 mil.

|                                                   |            |
|---------------------------------------------------|------------|
| New FTEs (6.0) & Extensions (1.0); (1.5 yr. cost) | \$1.8 mil. |
|---------------------------------------------------|------------|

|                                         |            |
|-----------------------------------------|------------|
| VPD DECU Computer and Building Upgrades | \$0.2 mil. |
|-----------------------------------------|------------|

|                                                 |            |
|-------------------------------------------------|------------|
| Community Engagement & Arts Feasibility Studies | \$0.1 mil. |
|-------------------------------------------------|------------|

|                                                           |            |
|-----------------------------------------------------------|------------|
| Street Fund increase to support vehicle reserve shortages | \$0.1 mil. |
|-----------------------------------------------------------|------------|

## Operating Budget: Other Funds \$21.2 mil.

Pavement Management true-up \$3.9 mil.

Carryforward Affordable Housing Grant Awards \$2.3 mil.

Carryforward Wastewater Treatment/Collection Professional Services \$8.9 mil.

Pavement Management Grant Award \$1.7 mil.

Janitorial & Security Services Adjustment \$2.2 mil.

# 2019 First Supplemental: FTE Summary: Net 14.4 FTEs

## General, Fire Funds: New 7.0 FTEs, 1.0 FTE extended for one yr.

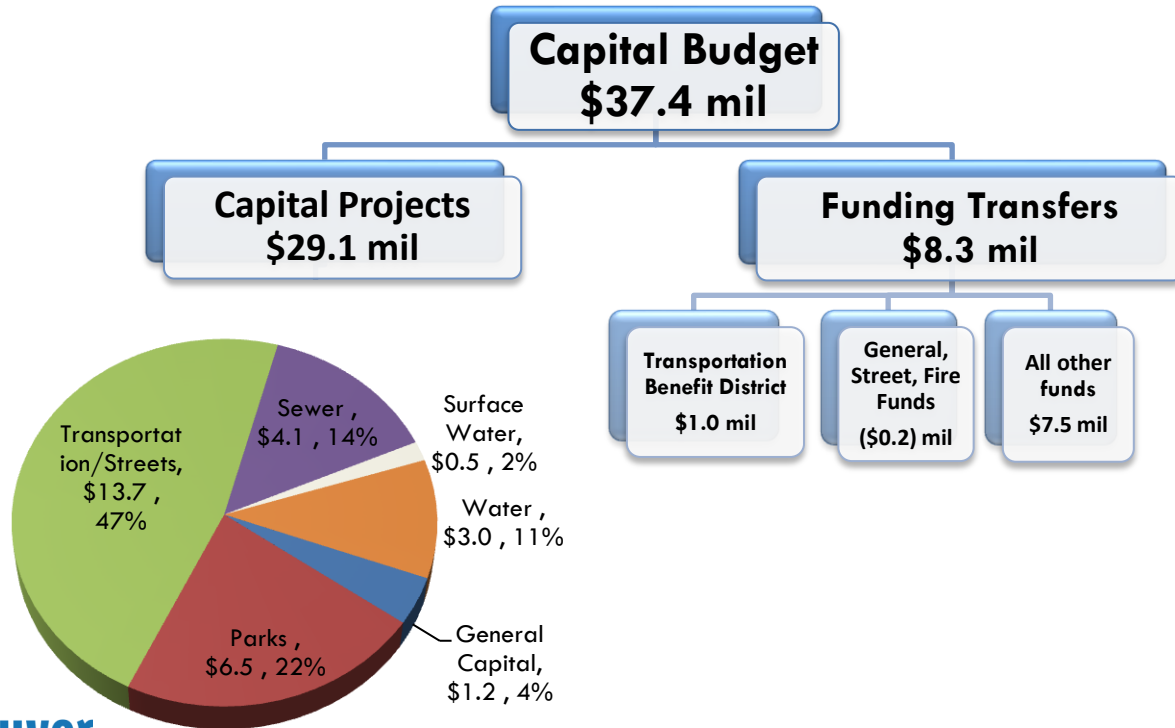
- 2.0 FTE NEW Communications Support in CMO
- 1.0 FTE NEW Senior Policy Advisor to support new Community Services organization
- 1.0 FTE NEW Economic Development Director
- 1.0 FTE NEW LT Principal Planner – 3 YR Limited Term to advise/advocate on regional transportation issues
- 1.0 FTE NEW Assistant Police Chief
- 1.0 FTE NEW Deputy Fire Chief
- 1.0 FTE Existing LT Extend limited term (LT) Associate Planner (1 YR)

## Other Funds: Net New 2.4 FTEs (2 LT), 3 FTEs (1 yr. extension), 2 FTEs LT to regular

- 0.4 FTE NEW CDBG: Increase existing Rehab Specialist from 0.6 to 1.0 FTE
- 1.0 FTE Existing Finance: Convert existing 1.0 LT Payroll Systems Analyst to Regular 1.0 Accountant A
- 2.0 FTE NEW LT Human Resources: 2.0 FTE LT through 2020: Support Specialist II, Leave Coordinator
- 1.0 FTE Existing Human Resources: Convert existing 1.0 LT Support Specialist II to Regular HR Assistant
- 1.0 FTE Existing LT Building: Extend existing 1.0 LT Customer Service Representative for 1 year through 2020
- 2.0 FTE Existing LT Equipment Services: Extend existing 2.0 LT Mechanic positions for 1 year through 2020

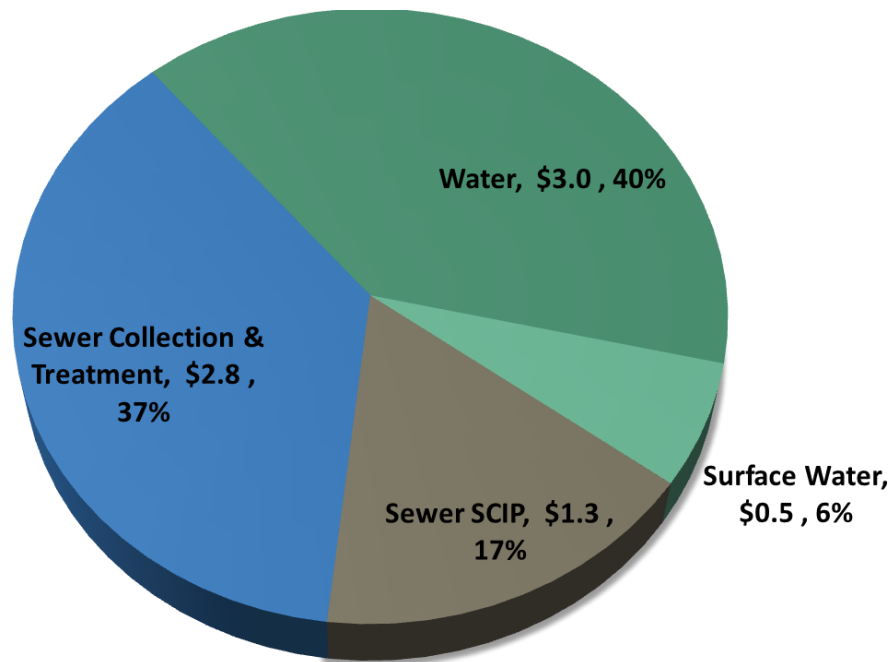


# 2019 First Supplemental: Capital Budget



# Capital Budget: Utilities \$7.7 mil.

Carry forward projects  
totaling \$7.7 mil.



# Capital Budget: Transportation/Streets \$13.7 mil.

Carry forward projects totaling \$5.0 mil.

New projects totaling \$8.7 mil.

- \$7.8 mil. SE 1st St - 164th to 192<sup>nd</sup>
  - Support coming from grants & TBD fund;
- \$0.9 mil. for Devine pedestrian improvements (\$0.6 mil grants)
- \$0.1 mil. for NE 192 Ave and 13<sup>th</sup> St Signal Improvement
- \$0.1 mil. for NE 68<sup>th</sup> Street Sidewalk – City limits to St. John
- \$0.2 mil. for Mcloughlin Blvd. Complete Streets Improvement (grant)
- \$0.3 mil. for Macarthur Blvd. Complete Streets Improvement (grant)
- \$0.2 mil. for SE Tech Center Dr. Bike Detection and Traffic Calming on SE 168<sup>th</sup> Ave. (grant)



# Capital Budget: Parks and General



Parks  
Total \$6.5  
mil.

- Carry forward/true-up projects totaling \$0.7 mil.
- New projects totaling \$5.8 mil.
  - \$0.5 mil. for neighborhood park in PIF District C
  - \$5.2 mil. for Community Park (Fenton)
  - \$0.2 mil. for Esther Short Park master plan (PIF-funded) for the playground upgrade and restroom replacement

General  
Total \$1.2  
mil.

- Carry forward/true-up projects totaling \$0.9 mil.
- New projects/increases totaling \$0.3 mil.
  - \$0.2 mil. for City Hall DDC system replacement (direct digital controls related to HVAC)
  - Other small adjustments: parking lot paving, etc.

# Upcoming Actions

|                       |                                                                       |
|-----------------------|-----------------------------------------------------------------------|
| June 24 <sup>th</sup> | First Reading of the 2019 First Supplemental and Supporting Ordinance |
| July 1 <sup>st</sup>  | Public Hearing on the 2019 First Supplemental                         |

# Questions and Discussion

- Natasha Ramras, CFO
- (360) 601-3757
- [Natasha.Ramras@cityofvancouver.us](mailto:Natasha.Ramras@cityofvancouver.us)





**Item #1.**

## **Staff Report 073-19**

**TO:** Mayor and City Council

**FROM:** Eric Holmes, City Manager

**DATE:** 6/17/2019

**SUBJECT** Ambulance Agreement Amendment #6

### **Key Points**

- The City of Vancouver contracted with American Medical Response ("AMR") in 2014 for the provision of ambulance transportation services effective January 1, 2015.
- The City wishes to clarify existing terminology in the Contract as well as provide further Contract detail regarding Vehicle Age Limits, Reporting Requirements and Amendments.
- Adoption of the attached Sixth Amendment, will clarify existing Contract terminology and procedures.

### **Strategic Plan Alignment**

**Goal 2, Objective 2.1:** Provide reliable and responsive police, fire and EMS services.

### **Present Situation**

On November 10, 2014, the City Council authorized the City Manager to enter into a five- (5) year Agreement with an additional five- (5) year possible extension. The Contract became effective January 1, 2015. On December 17, 2018, the City Council authorized the City Manager to enter into a five- (5) year extension to the Agreement. Since that time, the parties have determined an Amendment to the Contract would help to clarify certain terminology and procedures impacted by the Contract. The clarifications are set forth in the attached Sixth Amendment to the Ambulance Services Agreement.

### **Advantage(s)**

Clarifies terminology and procedures impacting services provided under the Ambulance Services Agreement between the City and AMR.

### **Disadvantage(s)**

None

**Budget Impact**

None

**Prior Council Review**

- Council authorized the City Manager to execute the initial Agreement with AMR for emergency medical transport services on November 17, 2014, with a commencement date of January 1, 2015;
- Council authorized the City Manager to enter into a five- (5) year extension to the Agreement on December 17, 2018.

**Action Requested**

Authorize the City Manager or designee to execute the Sixth Amendment to the Professional Services Agreement No. 80989 (Now 88635) with AMR for Ambulance Services.

*Joe Molina, Vancouver Fire Chief, 487-7201*

**ATTACHMENTS:**

- ▢ Amendment 6 Document



**AMENDMENT No. 6**  
**PROFESSIONAL SERVICES AGREEMENT**  
**AMBULANCE SERVICES**

This is an Amendment to the PROFESSIONAL SERVICES Agreement 80989 (Now #88635), dated November 17, 2014, by and between the City of Vancouver, a municipal corporation, under the laws of the State of Washington, hereinafter referred to as “City” and American Medical Response Northwest Inc. (AMR), a Delaware corporation hereinafter referred to as “Contractor,” whose address is 409 NE 76<sup>th</sup> St. Vancouver, WA 98665.

1) Amend Article 4, Section 3(b) as follows:

b. Vehicle Age Limit. ~~Any front-line vehicles placed into service during the term of this Agreement must~~ may be consist of either new- vehicles or vehicles that are a remount of a refurbished box onto a new chassis. No more than half of the front-line vehicles placed into service during the term of this Agreement may be remounts of refurbished boxes, at any given time. No vehicle may incur more than one remount of a refurbished box onto a new chassis and- ~~All front-line vehicles utilized by CONTRACTOR in performance of this Agreement shall not be older than FIVE (5) years, from date of manufacture (Ambulance Modification Completion) nor have more than TWO HUNDRED FIFTY THOUSAND (250,000) miles, whichever comes first. A front-line vehicle is any vehicle which is used to respond to emergency calls and is used for transport of 9-1-1 referrals on either a dedicated or standby basis.~~

2) Amend Article 7, Section 10(c) as follows:

c. Monthly Reports Required. CONTRACTOR shall provide, to the EMS Program Administrator, computer database data in an electronic format and reports pertaining to its performance during the preceding ~~month~~ reporting period as it relates to clinical and operational performance, on the ~~monthly~~ compliance report due date of each subsequent month reporting period. CONTRACTOR shall document and report to EMS Program Administrator in a format required by the EMS Program Administrator. All reports shall be provided on a monthly basis and reflect the previous months data, unless otherwise specified.

Reports shall include, at a minimum the records identified in **Appendix 5 – “Reports” attached hereto and incorporated herein by reference.**

Amend APPENDIX 5 as follows:

iv. Response Time Compliance.

- ~~▪ A list of each emergency call dispatched for which Contractor did not meet the Response Time standard by TWO (2) minutes for Time Life (Priority 1 and 2) calls, for each ERZ and an explanation of why the response was late;~~
- Canceled calls, and;
- Exception reports and resolution.

v. Response Time Statistical Data. On the ~~monthly~~ compliance report due date, CONTRACTOR shall ensure that ambulance Response Time records are available to COV in a computer readable format approved by the EMS Program Administrator and suitable for statistical analysis for all ambulance responses originating from requests within the CSA. The records shall, at a minimum, include the following data elements:

- unit identifier
- location of call – street address
- location of call – city, town or unincorporated City
- location of call - longitude and latitude
- location of call – Emergency Response Zone
- nature of call (EMD Code)
- code to scene
- time call received
- time call dispatched
- time unit en route
- time stamp with patient
- time unit on-scene
- time unit en route to hospital
- time unit at hospital
- time unit clear and available for next call
- outcome (dry run, transport)
- receiving hospital
- code to hospital
- ~~Number of immediately dangerous to life and health (IDLH) Stand-by events.~~

viii. The below agreed upon reports will be provided on an as requested basis rather than a monthly basis.

- Response Time Compliance: A list of each emergency call dispatched for which Contractor did not meet the Response Time standard by TWO (2) minutes for Time Life (Priority 1 and 2) calls, for each ERZ and an explanation of why the response was late.
- Response Time Statistical Data: Number of immediately dangerous to life and health (IDLH) Stand-by events.

3) Amend Article 11, Section 2 as follows:

2. **Amendments.** All ~~changes~~ amendments to this Agreement, including ~~changes~~ amendments to the statement of work and compensation, must be made ~~by written amendment~~ in writing, approved by City Council and signed by all parties to this Agreement. All amendments shall flow through the Contract Administrator.

4) Ratification: Acts taken pursuant to this Amendment but prior to its effective date are hereby ratified and confirmed.

All other terms and conditions shall remain unchanged and in full force and effect.

DATED this \_\_\_\_ day of \_\_\_\_\_, 2019.

**CITY OF VANCOUVER,**

A municipal corporation

**AMERICAN MEDICAL RESPONSE  
NORTHWEST, INC.**

\_\_\_\_\_  
Eric Holmes, City Manager

\_\_\_\_\_  
Signature:

Attest:

\_\_\_\_\_  
By: Printed Name / Title

\_\_\_\_\_  
Natasha Ramras, City Clerk  
By: Carrie Lewellen, Deputy City Clerk

Approved as to form:

\_\_\_\_\_  
E. Bronson Potter, City Attorney



## **Staff Report 074-19**

**TO:** Mayor and City Council

**FROM:** Eric Holmes, City Manager

**DATE:** 6/17/2019  
7/15/2019

**SUBJECT** Street vacation of approximately 2,960 square feet of unimproved street right-of-way associated with NE 88th Street, located east of NE Andresen Road

### **Key Points**

- Right-of-way vacation of approximately 2,960 square feet of improved street right-of-way
- There are existing utilities within the proposed vacation area
- Eliminates excess and unused right-of-way
- Staff recommends no compensation be required for the vacated right-of-way

### **Strategic Plan Alignment**

N/A

### **Present Situation**

Staff has received a request from Jabberwock, Ltd. to vacate a portion of NE 88th Street right-of-way located east of NE Andresen Road. The right-of-way is specifically located within the Northeast and Southeast Quarters of Section 6, Township 2 North, Range 2 East, Willamette Meridian.

The right-of-way to be vacated contains no public street improvements. Rather, it currently contains a driveway approach that provides secondary access solely to the applicant's property; no other adjacent private properties have access through this right-of-way. Staff has reviewed the City's Transportation Systems Plan and determined there is no future need for this right-of-way to accommodate public travel. Therefore, vacation of this right-of-way will have no adverse impact on the City's transportation assets.

Staff has contacted all utility owners with facilities potentially located within the subject area. The City of Vancouver has utilities within the area of the proposed vacation, specifically a domestic water main. Clark Public Utilities has electrical lines running through a portion of the subject area, and CenturyLink also has facilities within the proposed vacation area. Therefore, the City will retain a public utility easement under and over the entire vacated area for the construction, repair and

maintenance of all public utilities and services.

Pursuant to VMC 11.05.130, the property associated with a vacated street shall belong to the abutting property owners, one-half to each. Two parcels adjoin the right-of-way to be vacated. The parcel adjoining the south and east sides is owned by the applicant, and the parcel on the north side is owned by the Duane and Elsie Trust (Duane R. Kennedy and Elsie R. Kennedy, trustees). The applicant has contacted the neighboring property owner and they have agreed to release all interest in the subject right-of-way, allowing the applicant to obtain the entirety of the area to be vacated. A letter from Elsie R. Kennedy, Trustee, is attached.

RCW 35.79.030 provides for, but does not require, the City to collect compensation for the value of public right-of-way that is vacated. Further, VMC 11.05.120 stipulates provisions for the City to calculate and collect compensation for vacated public right-of-way. The applicant provided an appraisal of the subject right-of-way, which concluded a fair market value equal to \$8,900. Records indicate that the subject area of right-of-way was dedicated by previous landowners as part of various subdivisions and land-use actions; the City incurred no cost in obtaining the right-of-way. Further, the City has not constructed any street improvements within the subject right-of-way, does not intend to construct any future improvements, and has historically performed no maintenance of this right-of-way area, which was transferred to the City as a part of the Vancouver Mall North Annexation area. And as previously noted, the City will require a public utility easement over the vacated right-of-way, which will significantly limit any further development of the property. Based on these circumstances and pursuant to the provisions of VMC 11.05.120(D), staff recommends that no compensation be required for the vacated right-of-way.

**Advantage(s)**

1. Allows the vacated property to be placed on the tax rolls.
2. Allows the applicant to maximize use of the abutting property.
3. Relieves the City of maintenance obligations for the property.

**Disadvantage(s)**

No known disadvantages.

**Budget Impact**

None

**Prior Council Review**

None

**Action Requested**

On June 17, 2019, adopt a resolution of intent and approve on first reading the ordinance to vacate a portion of public right-of-way associated with NE 88th Street located within the Northeast and Southeast Quarters of Section 6, Township 2 North, Range 2 East, Willamette Meridian, setting the date of second reading and public hearing for Monday, July 15, 2019.

*Ryan Lopossa, Streets & Transportation Manager, 487-7706; Eric Hahn, Senior Civil Engineer, 487-7702*

**ATTACHMENTS:**

- ▣ Resolution of Intent
- ▣ Ordinance
- ▣ Exhibit A - Legal Description
- ▣ Exhibit B - Site Map
- ▣ Exhibit C - Overall Vicinity Map

06/17/19

RESOLUTION NO. M-4008

A RESOLUTION fixing July 15, 2019, as the date for a public hearing on a proposal to vacate a portion of NE 88<sup>th</sup> Street right-of-way located east of NE Andresen Road. The right-of-way is located within the Northeast and Southeast Quarters of Section 6, Township 2 North, Range 2 East, Willamette Meridian.

BE IT RESOLVED BY THE CITY OF VANCOUVER:

Section 1. As recommended in SR- 074-19, City Council, pursuant to VMC 11.05.040 and RCW 35.79.010, hereby initiates procedures to vacate a portion of the right-of-way of NE 88<sup>th</sup> Street.

Section 2. The legal description and Map Exhibit of the street area proposed to be vacated are attached hereto and incorporated herein as Exhibits “A” and “B”.

Section 3. July 15, 2019, at the hour of 6:30 p.m. in the Council Chambers in City Hall, 415 West 6<sup>th</sup> Street, Vancouver, Washington, is fixed as the time and place for public hearing on said proposed street vacation.

Section 4. The City Clerk shall give notice of the pendency of said proposal and time and place of hearing, as required by VMC 11.05.060 and RCW 35.79.020.

ADOPTED at regular session of the Council of the City of Vancouver, this 17th day of June, 2019.

Anne McEnery-Ogle, Mayor

Attest:

---

Natasha Ramras, City Clerk

Approved as to form:

---

E. Bronson Potter, City Attorney



6/17/19  
7/15/19

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE vacating a portion of public right-of-way associated with NE 88<sup>th</sup> Street located east of NE Andresen Road. The right-of-way is located within the Northeast and Southeast Quarters of Section 6, Township 2 North, Range 2 East, Willamette Meridian, City of Vancouver, Clark County, Washington; providing for an effective date.

WHEREAS, under Vancouver Municipal Code (“VMC”) 11.05.040, property owners petitioned City Council to vacate portions of public right-of-way associated with NE 88<sup>th</sup> Street located east of NE Andresen Road, within the Northeast and Southeast Quarters of Section 6, Township 2 North, Range 2 East, Willamette Meridian, City of Vancouver, Clark County, Washington; and

WHEREAS, the subject right-of-way consists of approximately 2,960 square feet; and

WHEREAS, the City has not constructed any street improvements within the subject right-of-way; and

WHEREAS, having determined the petition was sufficient under VMC 11.05.040(D), the Director brought the petition to vacate before City Council, which adopted Resolution M-\_\_\_\_\_, setting the date of public hearing on the proposed right-of-way vacation for July 15, 2019, at 6:30 p.m.; and

WHEREAS, the City Clerk provided notice of the public hearing in accordance with VMC 11.05.060; and

**ORDINANCE - 1**

WHEREAS, on July 15, 2019, the hearing was held and City Council considered the reports and information provided at the public hearing; and

WHEREAS, City Council considered all factors under VMC 11.05.110 and found that: (1) vacation of the right-of-way will better serve the public; (2) the right-of-way is not currently needed for public access and changes are not likely to occur in the future requiring the need for the right of way; and (3) there are no objections to the vacation sufficient to deny its approval; and

WHEREAS, the subject right-of-way was not acquired at City expense and has not been improved by the City; and

WHEREAS, public utility easements should be preserved because there are public domestic water lines, private electrical lines, private communication lines, and associated appurtenances within the area of right-of-way to be vacated;

NOW, THEREFORE,

BE IT ORDAINED BY THE CITY OF VANCOUVER:

Section 1. The right-of-way described in the legal description and map exhibit attached hereto and incorporated herein as Exhibits “A” and “B” is hereby vacated.

Section 2. The City retains a public utility easement under and over the vacated area for the construction, repair and maintenance of all public utilities and services.

Section 3. No compensation for vacation is required.

Section 4. Effective date. This ordinance shall go into effect five days after its recording.

**ORDINANCE - 2**

Read first time:

Ayes: Councilmembers

Nays: Councilmembers

Absent: Councilmembers

Read second time:

PASSED by the following vote:

Ayes: Councilmembers

Nays: Councilmembers

Absent: Councilmembers

SIGNED this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Anne McEnerny-Ogle, Mayor

Attest:

\_\_\_\_\_  
Natasha Ramras, City Clerk

Approved as to form:

\_\_\_\_\_  
E. Bronson Potter, City Attorney

**ORDINANCE - 3**

## SUMMARY

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE vacating a portion of public right-of-way associated with NE 88<sup>th</sup> Street located east of NE Andresen Road. The right-of-way is located within the Northeast and Southeast Quarters of Section 6, Township 2 North, Range 2 East, Willamette Meridian, City of Vancouver, Clark County, Washington; providing for an effective date.

The full text of this ordinance will be mailed upon request. Contact Raelyn McJilton, Records Officer at 487-8711, or via [www.cityofvancouver.us](http://www.cityofvancouver.us) (Go to City Government and Public Records).

# Exhibit A – Legal Description



LAND SURVEYORS  
ENGINEERS

(360) 695-1385  
222 E. Evergreen Blvd.  
Vancouver, WA  
98660

## LEGAL DESCRIPTION FOR JABBERWOCK LTD. NE 88<sup>TH</sup> STREET ROAD VACATION AREA

February 22, 2018

A parcel of property is located the Northeast and Southeast quarters of Section 6, Township 2 North, Range 2 East, of the Willamette Meridian in Clark County, Washington described as follows:

COMMENCING the Northeast corner of said Southeast quarter of Section 6;

THENCE North 88° 51' 12" West along the North line of said Southeast quarter 219.69 feet;

THENCE North 01° 08' 48" East 20.00 feet to the most Northerly corner of that tract conveyed by deed to Aries, Inc. recorded under Auditor's File No. 3630577, records of Clark County and the TRUE POINT OF BEGINNING;

THENCE South 30° 21' 49" West along the North line of said tract 83.57 feet to a point on a non-tangent 445.00 foot radius curve to the left with the radial bearing being South 30° 21' 49" West at said point;

THENCE along the said North line and around said 445.00 foot radius curve to the left 22.29 feet to a point on a non-tangent 20.00 foot radius curve to the left with the radial bearing being South 27° 29' 35" West at said point;

THENCE along said North line and around said 20.00 foot radius curve to the left 11.09 feet to a point on a non-tangent 53.00 foot radius curve to the left with the radial bearing being North 41° 22' 04" West at said point;

THENCE leaving said North line, around said 53.00 foot radius curve to the left 90.77 feet to a point on the South line of that tract conveyed by deed to Duane Kennedy recorded under Auditor's File No. 7810120216, records of Clark County, said point on a non-tangent 515.00 foot radius curve to the right with the radial bearing being South 22° 08' 32" West at said point;

(360) 695-1385  
222 E. Evergreen Blvd.  
Vancouver, WA  
98660

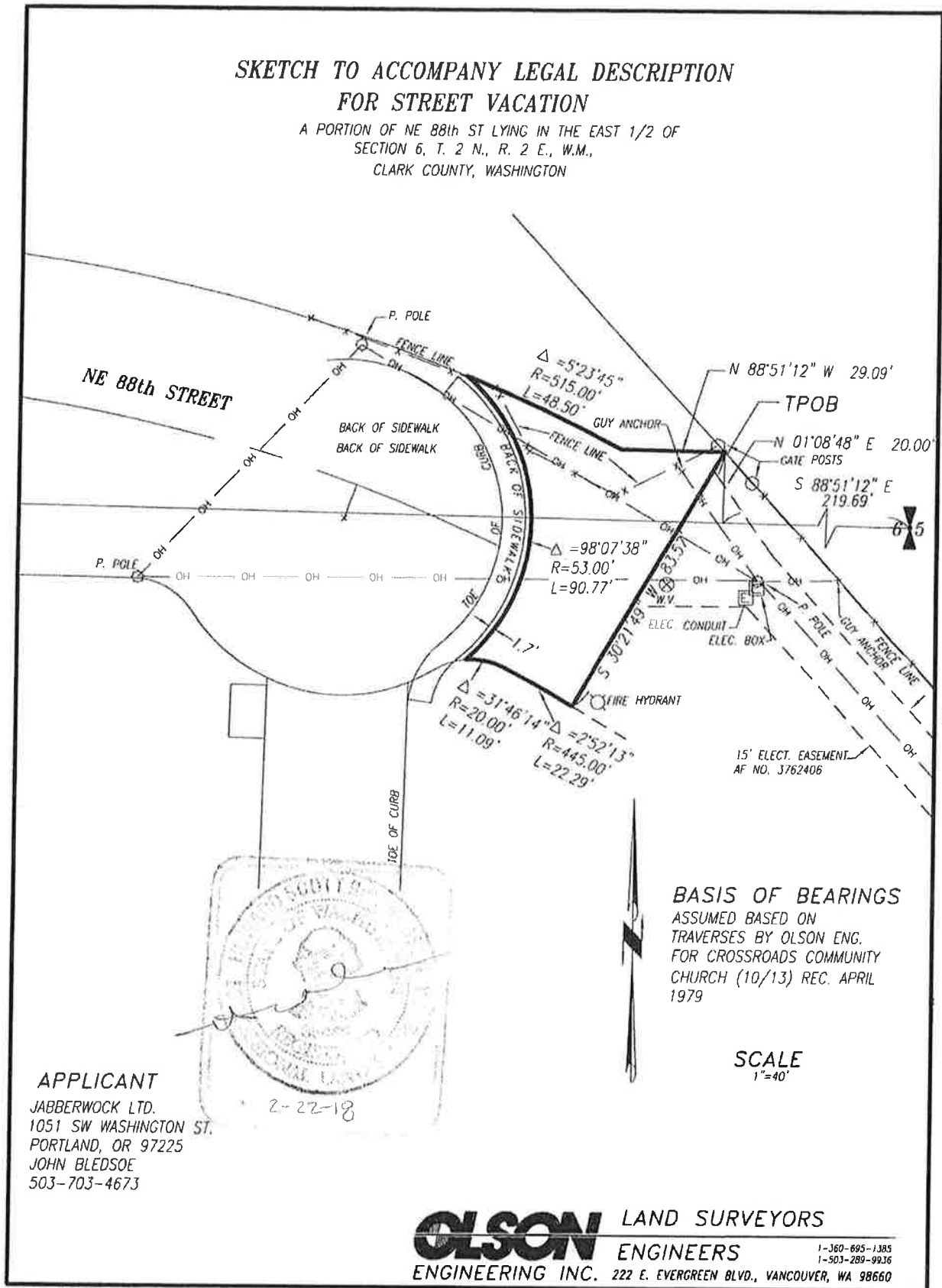
THENCE along said South line and around said 515.00 foot radius curve to the right 48.50 feet to an angle point in the South line of said Kennedy tract;

THENCE South  $88^{\circ} 51' 12''$  East along said South line 29.09 feet to the TRUE POINT OF BEGINNING.

Containing 2960 square feet approximately.

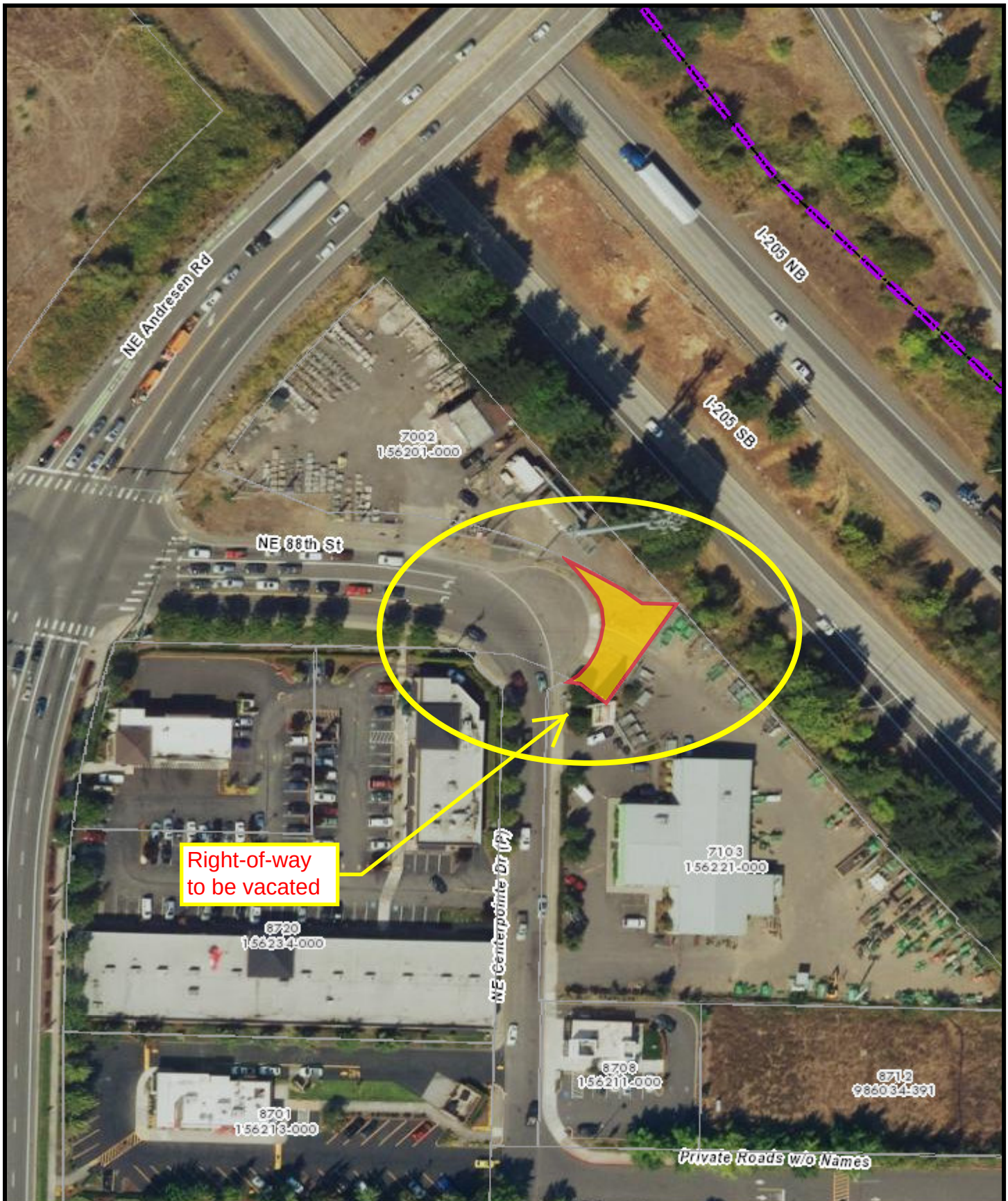


# Exhibit B – Site Map





## Exhibit C - Overall Vicinity Map



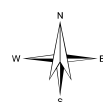
## System Utility Map



RUS / PAC

Taxlot #:

1 inch = 100 feet



THE UTILITY INFORMATION SHOWN ON THIS MAP DOES NOT INDICATE OR IMPLY AVAILABILITY. CONTACT THE ENGINEERING COUNTER STAFF AT THE CDD PERMITS CENTER AT (360) 487-7804 OR 415 W. 6TH ST. FOR AVAILABILITY OF SERVICE.

THIS INFORMATION IS COMPILED FROM A VARIETY OF SOURCES. THE CITY OF VANCOUVER ASSUMES NO RESPONSIBILITY FOR MAP ACCURACY.



## VOUCHER APPROVAL

We, the undersigned council members of the City of Vancouver, Clark County, Washington, do hereby certify that the merchandise or services hereinafter specified have been received and that the vouchers listed below are approved for payment in the amount of:

\$ **5,427,022.65** this 17th day of June 2019.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
COUNCILMEMBER

  
\_\_\_\_\_  
AUDITING OFFICER

\_\_\_\_\_  
COUNCILMEMBER

| DATE             | INCLUSIVE CHECK NUMBERS                | CHECK TOTAL     |
|------------------|----------------------------------------|-----------------|
|                  |                                        |                 |
| June 4 - June 10 | Accounts Payable Checks (see attached) | \$ 2,411,606.55 |
| June 4 - June 10 | Hansen City Payments (see attached)    | \$ 16,794.23    |
| June 4 - June 10 | Visa Refunds (see attached)            | \$ 5,160.39     |
| June 4 - June 10 | Payroll Checks (see attached)          | \$ 2,993,461.48 |
|                  |                                        |                 |
| TOTAL            |                                        | \$ 5,427,022.65 |

## INVOICE PAYMENTS REPORT

| <u>Payment Type</u> | <u>Check Number</u> | <u>Payment Date</u> | <u>Payment Amount</u> | <u>Payment Payee</u>                                | <u>Description from: Spend Category / Supplier Invoice Memo</u>   |
|---------------------|---------------------|---------------------|-----------------------|-----------------------------------------------------|-------------------------------------------------------------------|
| Manual Wire         |                     | 6/7/2019            | \$ 21,904.19          | Bank Of America N.A.                                | SC0054 Services - Postage   542200                                |
| Manual Wire         |                     | 6/7/2019            | \$ 354,533.00         | Clark County Title Company                          | SC0392 Capital - Land Right of Way   561310                       |
| Manual Wire         |                     | 6/7/2019            | \$ 4,924.87           | Lynn K Wittwer MD PC                                | SC0053 Services - Professional & Contracted Services   541900     |
| Manual Wire         |                     | 6/7/2019            | \$ 4,924.87           | Lynn K Wittwer MD PC                                | SC0053 Services - Professional & Contracted Services   541900     |
| Manual Wire         |                     | 6/7/2019            | \$ 15,164.22          | Lynn K Wittwer MD PC                                | SC0053 Services - Professional & Contracted Services   541900     |
| Manual Wire         |                     | 6/10/2019           | \$ 11,689.77          | Allegiance Benefit Plan Management Inc              | SC0053 Services - Professional & Contracted Services   541900     |
| Manual Wire         |                     | 6/10/2019           | \$ 75.00              | HRA VEBA Plan                                       | SC0228 Accr Empl Ben - Benefit Trust   231564                     |
| Manual Wire         |                     | 6/10/2019           | \$ 6,607.22           | ICMA 401A                                           | SC0226 Accr Empl Ben - ICMA   231562                              |
| Manual Wire         |                     | 6/10/2019           | \$ 155,867.74         | ICMA Corp                                           | SC0226 Accr Empl Ben - ICMA   231562                              |
| Manual Wire         |                     | 6/10/2019           | \$ 23,925.68          | ING                                                 | SC0225 Accr Empl Ben - ING   231561                               |
| Manual Wire         |                     | 6/10/2019           | \$ 1,462.33           | Vancouver Fire Command Officers                     | SC0218 Accr Empl Ben - Union Dues   231548                        |
| Manual Wire         |                     | 6/10/2019           | \$ 24,923.21          | Vancouver Firefighters Union Health & Welfare Trust | SC0209 Accr Empl Ben - Police & Fire LT Disability   231537       |
| Manual Wire         |                     | 6/10/2019           | \$ 4,244.08           | Washington SDU                                      | SC0215 Accr Empl Ben - Garnishments   231545                      |
| Manual Wire         |                     | 6/10/2019           | \$ 17,800.00          | Washington State Firefighters                       | SC0228 Accr Empl Ben - Benefit Trust   231564                     |
| Manual Wire         |                     | 6/10/2019           | \$ 13,360.83          | Western States Health & Welfare Trust               | SC0210 Accr Empl Ben - Trust Health Ins Premium Post-Tax   231538 |
| Direct Deposit      | EFT-00007838        | 6/7/2019            | \$ 119.00             | Craig Carroll                                       | Employee Reimbursement                                            |
| Direct Deposit      | EFT-00007839        | 6/7/2019            | \$ 50.75              | Jeffrey Starks                                      | Employee Reimbursement                                            |
| Direct Deposit      | EFT-00007840        | 6/7/2019            | \$ 256.05             | Jerek Laursen                                       | Employee Reimbursement                                            |
| Direct Deposit      | EFT-00007841        | 6/7/2019            | \$ 30.00              | Judith Bailey                                       | Employee Reimbursement                                            |
| Direct Deposit      | EFT-00007842        | 6/7/2019            | \$ 87.47              | Marshall Henderson                                  | Employee Reimbursement                                            |
| Direct Deposit      | EFT-00007843        | 6/7/2019            | \$ 165.00             | William Robertson                                   | Employee Reimbursement                                            |
| Direct Deposit      | EFT-00007844        | 6/7/2019            | \$ 46.23              | Franklin Gomez                                      | Employee Reimbursement                                            |
| Direct Deposit      | EFT-00007845        | 6/7/2019            | \$ 102.00             | Jon Morgan                                          | Employee Reimbursement                                            |
| Direct Deposit      | EFT-00007846        | 6/7/2019            | \$ 182.35             | Jeffrey Weber                                       | Employee Reimbursement                                            |
| Direct Deposit      | EFT-00007847        | 6/7/2019            | \$ 255.00             | Michelle Bresee                                     | Employee Reimbursement                                            |
| Direct Deposit      | EFT-00007848        | 6/7/2019            | \$ 94.35              | Teri Kenning                                        | Employee Reimbursement                                            |
| Direct Deposit      | EFT-00007849        | 6/7/2019            | \$ 200.00             | Mark Bennett                                        | Employee Reimbursement                                            |
| Direct Deposit      | EFT-00007850        | 6/7/2019            | \$ 200.00             | Brandon Walsh                                       | Employee Reimbursement                                            |
| Direct Deposit      | EFT-00007851        | 6/7/2019            | \$ 46.17              | James Fields                                        | Employee Reimbursement                                            |
| Direct Deposit      | EFT-00007852        | 6/7/2019            | \$ 860.73             | Tanya Wollstein                                     | Employee Reimbursement                                            |
| Direct Deposit      | EFT-00007853        | 6/7/2019            | \$ 48.72              | Karen Krohling                                      | Employee Reimbursement                                            |
| Direct Deposit      | EFT-00007854        | 6/7/2019            | \$ 48.67              | Jessica George                                      | Employee Reimbursement                                            |
| Direct Deposit      | EFT-00007855        | 6/7/2019            | \$ 34.69              | Brooke Groves                                       | Employee Reimbursement                                            |
| Direct Deposit      | EFT-00007856        | 6/7/2019            | \$ 79.50              | Tim Sennott                                         | Employee Reimbursement                                            |
| Direct Deposit      | EFT-00007857        | 6/7/2019            | \$ 20.00              | Chris Allemang                                      | Employee Reimbursement                                            |
| Direct Deposit      | EFT-00007858        | 6/7/2019            | \$ 126.25             | James Dewey                                         | Employee Reimbursement                                            |
| Direct Deposit      | EFT-00007859        | 6/7/2019            | \$ 58.65              | Debra Quinn                                         | Employee Reimbursement                                            |
| Direct Deposit      | EFT-00007860        | 6/7/2019            | \$ 79.50              | Amber Lauzon                                        | Employee Reimbursement                                            |
| Direct Deposit      | EFT-00007861        | 6/7/2019            | \$ 102.00             | Dennis Jackson                                      | Employee Reimbursement                                            |
| Direct Deposit      | EFT-00007862        | 6/7/2019            | \$ 100.00             | Kory Sorenson                                       | Employee Reimbursement                                            |
| Direct Deposit      | EFT-00007863        | 6/7/2019            | \$ 319.50             | Nicholas Imbery                                     | Employee Reimbursement                                            |
| Direct Deposit      | EFT-00007864        | 6/7/2019            | \$ 467.50             | Shane Orem                                          | Travel Advance                                                    |
| Direct Deposit      | EFT-00007865        | 6/7/2019            | \$ 467.50             | Christopher McBride                                 | Travel Advance                                                    |
| Check               | 2426                | 6/6/2019            | \$ 84.75              | Jamie Miller                                        | Employee Reimbursement                                            |

\*Please contact Procurement Services if you would like to review the justification for EMERGENCY procurement.

## INVOICE PAYMENTS REPORT

| <u>Payment Type</u> | <u>Check Number</u> | <u>Payment Date</u> | <u>Payment Amount</u> | <u>Payment Payee</u>                       | <u>Description from: Spend Category / Supplier Invoice Memo</u>                              |
|---------------------|---------------------|---------------------|-----------------------|--------------------------------------------|----------------------------------------------------------------------------------------------|
| Check               | 2427                | 6/6/2019            | \$ 169.00             | Alejandro Barraza                          | SC0349 SC to Ledger 213110 AP Refunds                                                        |
| Check               | 2428                | 6/6/2019            | \$ 420.00             | Arba Auto Body & Glass LP                  | SC0345 SC to Ledger 122125 AR CryWolf                                                        |
|                     |                     |                     |                       |                                            | SC0374 SC to Ledger 321000 Bus. Lic. & Permits - Business Licenses   321600 RC0104           |
| Check               | 2429                | 6/6/2019            | \$ 605.00             | Bob's Metals                               | SC0375 SC to Ledger 321000 Bus. Lic. & Permits - Business License Surcharge   321675 RC0106  |
| Check               | 2430                | 6/6/2019            | \$ 200.00             | Bridgeview Resource Center                 | SC0374 SC to Ledger 321000 Bus. Lic. & Permits - Business Licenses   321600 RC0104           |
| Check               | 2431                | 6/6/2019            | \$ 250.00             | Carrie Patterson                           | SC0349 SC to Ledger 213110 AP Refunds                                                        |
| Check               | 2432                | 6/6/2019            | \$ 170.00             | Cascadia Tech                              | SC0349 SC to Ledger 213110 AP Refunds                                                        |
| Check               | 2433                | 6/6/2019            | \$ 400.00             | Clark County Title                         | SC0344 SC to Ledger 122124 AR Loans                                                          |
| Check               | 2434                | 6/6/2019            | \$ 56.25              | DBS                                        | SC0083 Services - Misc Expenses   549900                                                     |
| Check               | 2435                | 6/6/2019            | \$ 797.00             | Dorothy Krugner                            | SC0349 SC to Ledger 213110 AP Refunds                                                        |
| Check               | 2436                | 6/6/2019            | \$ 350.00             | Eloy Barragan                              | SC0349 SC to Ledger 213110 AP Refunds                                                        |
| Check               | 2437                | 6/6/2019            | \$ 46.00              | Express Japan                              | SC0349 SC to Ledger 213110 AP Refunds                                                        |
| Check               | 2438                | 6/6/2019            | \$ 20.00              | Frederick Barr                             | SC0345 SC to Ledger 122125 AR CryWolf                                                        |
|                     |                     |                     |                       |                                            | SC0373 SC to Ledger 345830 Environment - Plan Checking-Permits / Land Use Review   345833    |
| Check               | 2439                | 6/6/2019            | \$ 1,600.23           | Ginn Delevopment LLC                       |                                                                                              |
| Check               | 2440                | 6/6/2019            | \$ 37.33              | Gregory, Gary, and Roger Hoyt              | SC0250 SC to Ledger 237000 Unclaimed Property (Escheatment)                                  |
|                     |                     |                     |                       |                                            | SC0360 SC to Ledger 322100 Non-Bus. Lic. & Permits - Bldgs Structures & Eqpt   322100 RC0110 |
| Check               | 2441                | 6/6/2019            | \$ 55.10              | Haven Spa Pool & Hearth/CCRI Inc.          |                                                                                              |
| Check               | 2442                | 6/6/2019            | \$ 20.00              | Heritage Bank Financial Corp               | SC0345 SC to Ledger 122125 AR CryWolf                                                        |
| Check               | 2443                | 6/6/2019            | \$ 83.00              | Jane Geary                                 | SC0349 SC to Ledger 213110 AP Refunds                                                        |
| Check               | 2444                | 6/6/2019            | \$ 977.79             | Joshua Egan                                | SC0061 Services - Travel & Subsistence   543300                                              |
|                     |                     |                     |                       |                                            | SC0360 SC to Ledger 322100 Non-Bus. Lic. & Permits - Bldgs Structures & Eqpt   322100 RC0110 |
| Check               | 2445                | 6/6/2019            | \$ 63.74              | Legacy Electric                            |                                                                                              |
| Check               | 2446                | 6/6/2019            | \$ 1,470.00           | Oregon Association of Clean Water Agencies | SC0078 Services - Dues & Subscriptions   549100                                              |
| Check               | 2447                | 6/6/2019            | \$ 20.00              | PCS                                        | SC0345 SC to Ledger 122125 AR CryWolf                                                        |
| Check               | 2448                | 6/6/2019            | \$ 100.00             | PCS                                        | SC0345 SC to Ledger 122125 AR CryWolf                                                        |
| Check               | 2449                | 6/6/2019            | \$ 50.00              | PCS                                        | SC0345 SC to Ledger 122125 AR CryWolf                                                        |
| Check               | 2450                | 6/6/2019            | \$ 4.00               | PCS                                        | SC0345 SC to Ledger 122125 AR CryWolf                                                        |
| Check               | 2451                | 6/6/2019            | \$ 46.00              | Pharaoh's Cuisine                          | SC0349 SC to Ledger 213110 AP Refunds                                                        |
| Check               | 2452                | 6/6/2019            | \$ 40.00              | Precision Tune                             | SC0345 SC to Ledger 122125 AR CryWolf                                                        |
| Check               | 2453                | 6/6/2019            | \$ 61.62              | Prominent Escrow Services                  | SC0250 SC to Ledger 237000 Unclaimed Property (Escheatment)                                  |
| Check               | 2454                | 6/6/2019            | \$ 41.79              | Prominent Escrow Services                  | SC0250 SC to Ledger 237000 Unclaimed Property (Escheatment)                                  |
| Check               | 2455                | 6/6/2019            | \$ 50.00              | Record Reproduction Services               | SC0083 Services - Misc Expenses   549900                                                     |
| Check               | 2456                | 6/6/2019            | \$ 666.40             | Riser Fire Protection LLC                  | SC0349 SC to Ledger 213110 AP Refunds                                                        |
|                     |                     |                     |                       |                                            | SC0374 SC to Ledger 321000 Bus. Lic. & Permits - Business Licenses   321600 RC0104           |
|                     |                     |                     |                       |                                            | SC0375 SC to Ledger 321000 Bus. Lic. & Permits - Business License Surcharge   321675 RC0106  |
| Check               | 2457                | 6/6/2019            | \$ 290.00             | Three Monkeys Digital Media                |                                                                                              |
| Check               | 2458                | 6/6/2019            | \$ 250.25             | Virginia Prioleau                          | SC0349 SC to Ledger 213110 AP Refunds                                                        |
| Check               | 2459                | 6/6/2019            | \$ 86.00              | Wilson Associates                          | SC0255 SC to Ledger 237200 Payable to Washington State                                       |
| Check               | 2460                | 6/6/2019            | \$ 22.81              | Adams Kathryn L                            | SC0340 SC to Ledger 213110 AP Refunds (Hansen)                                               |

# INVOICE PAYMENTS REPORT

| <u>Payment Type</u> | <u>Check Number</u> | <u>Payment Date</u> | <u>Payment Amount</u> | <u>Payment Payee</u>                                            | <u>Description from: Spend Category / Supplier Invoice Memo</u>                   |
|---------------------|---------------------|---------------------|-----------------------|-----------------------------------------------------------------|-----------------------------------------------------------------------------------|
| Check               | 2461                | 6/6/2019            | \$ 31.10              | Baisden,Della                                                   | SC0340 SC to Ledger 213110 AP Refunds (Hansen)                                    |
| Check               | 2462                | 6/6/2019            | \$ 50.00              | Boalbennett,Amanda                                              | SC0340 SC to Ledger 213110 AP Refunds (Hansen)                                    |
| Check               | 2463                | 6/6/2019            | \$ 2,781.96           | Engie Insight Services Inc                                      | SC0340 SC to Ledger 213110 AP Refunds (Hansen)                                    |
| Check               | 2464                | 6/6/2019            | \$ 74.45              | Fields,Caroline                                                 | SC0340 SC to Ledger 213110 AP Refunds (Hansen)                                    |
| Check               | 2465                | 6/6/2019            | \$ 20.40              | Fields,Randy and Michael                                        | SC0340 SC to Ledger 213110 AP Refunds (Hansen)                                    |
| Check               | 2466                | 6/6/2019            | \$ 97.80              | Gardner,Sheila D                                                | SC0340 SC to Ledger 213110 AP Refunds (Hansen)                                    |
| Check               | 2467                | 6/6/2019            | \$ 97.80              | Gardner,Sheila D                                                | SC0340 SC to Ledger 213110 AP Refunds (Hansen)                                    |
| Check               | 2468                | 6/6/2019            | \$ 1,632.41           | Guru Ram Dass Sikh Commuity                                     | SC0340 SC to Ledger 213110 AP Refunds (Hansen)                                    |
| Check               | 2469                | 6/6/2019            | \$ 483.93             | Guru Ram Dass Sikh Commuity                                     | SC0340 SC to Ledger 213110 AP Refunds (Hansen)                                    |
| Check               | 2470                | 6/6/2019            | \$ 1,667.81           | Guru Ram Dass Sikh Commuity                                     | SC0340 SC to Ledger 213110 AP Refunds (Hansen)                                    |
| Check               | 2471                | 6/6/2019            | \$ 168.89             | Guru Ram Dass Sikh Commuity                                     | SC0340 SC to Ledger 213110 AP Refunds (Hansen)                                    |
| Check               | 2472                | 6/6/2019            | \$ 454.86             | Guru Ram Dass Sikh Commuity                                     | SC0340 SC to Ledger 213110 AP Refunds (Hansen)                                    |
| Check               | 2473                | 6/6/2019            | \$ 82.50              | Jennifer Haupt and Tyler Tofte                                  | SC0340 SC to Ledger 213110 AP Refunds (Hansen)                                    |
| Check               | 2474                | 6/6/2019            | \$ 146.93             | Jung,Sonia                                                      | SC0340 SC to Ledger 213110 AP Refunds (Hansen)                                    |
| Check               | 2475                | 6/6/2019            | \$ 50.14              | Justine E Palmer and Dustin B Hess                              | SC0340 SC to Ledger 213110 AP Refunds (Hansen)                                    |
| Check               | 2476                | 6/6/2019            | \$ 33.48              | Keresztyen,David                                                | SC0340 SC to Ledger 213110 AP Refunds (Hansen)                                    |
| Check               | 2477                | 6/6/2019            | \$ 105.98             | NW Management Exclusive, Inc                                    | SC0340 SC to Ledger 213110 AP Refunds (Hansen)                                    |
| Check               | 2478                | 6/6/2019            | \$ 106.75             | Pacnorth Investment Corp                                        | SC0340 SC to Ledger 213110 AP Refunds (Hansen)                                    |
| Check               | 2479                | 6/6/2019            | \$ 36.02              | Pell,Ryder and Erin                                             | SC0340 SC to Ledger 213110 AP Refunds (Hansen)                                    |
| Check               | 2480                | 6/6/2019            | \$ 123.00             | Purnell,Monita                                                  | SC0340 SC to Ledger 213110 AP Refunds (Hansen)                                    |
| Check               | 2481                | 6/6/2019            | \$ 88.29              | Scott & Lori Jech                                               | SC0340 SC to Ledger 213110 AP Refunds (Hansen)                                    |
| Check               | 2482                | 6/6/2019            | \$ 40.02              | Sneed-Royston,Mary                                              | SC0340 SC to Ledger 213110 AP Refunds (Hansen)                                    |
| Check               | 2483                | 6/6/2019            | \$ 47.71              | Stoughton,Monte and Kathy                                       | SC0340 SC to Ledger 213110 AP Refunds (Hansen)                                    |
| Check               | 2484                | 6/6/2019            | \$ 117.01             | Stricker,April                                                  | SC0340 SC to Ledger 213110 AP Refunds (Hansen)                                    |
| Check               | 2485                | 6/6/2019            | \$ 25.93              | Stull,Kenneth C and Kristin J R                                 | SC0340 SC to Ledger 213110 AP Refunds (Hansen)                                    |
| Check               | 2486                | 6/6/2019            | \$ 200.00             | Susan Courtney and Dean Irvin                                   | SC0340 SC to Ledger 213110 AP Refunds (Hansen)                                    |
| Check               | 2487                | 6/6/2019            | \$ 36.86              | Talbot,Barbara                                                  | SC0340 SC to Ledger 213110 AP Refunds (Hansen)                                    |
| Check               | 2488                | 6/6/2019            | \$ 0.76               | Talbot,Barbara                                                  | SC0340 SC to Ledger 213110 AP Refunds (Hansen)                                    |
| Check               | 2489                | 6/6/2019            | \$ 36.10              | Talbot,Barbara                                                  | SC0340 SC to Ledger 213110 AP Refunds (Hansen)                                    |
| Check               | 2490                | 6/6/2019            | \$ 350.00             | Wilson,Janice                                                   | SC0340 SC to Ledger 213110 AP Refunds (Hansen)                                    |
| Check               | 2491                | 6/6/2019            | \$ 2,476.00           | A-Check America Inc                                             | SC0053 Services - Professional & Contracted Services   541900                     |
| Check               | 2492                | 6/6/2019            | \$ 178,560.25         | Advanced Excavating Specialists LLC                             | SC0337 Capital - Construction Contractors   565000                                |
| Check               | 2493                | 6/6/2019            | \$ 4,000.00           | Allegis Group Holdings Inc - Remit-To: TekSystems Inc - Atlanta | SC0052 Services - Temporary Help   541800                                         |
| Check               | 2494                | 6/6/2019            | \$ 8,598.05           | Applied Technology Council                                      | SC0053 Services - Professional & Contracted Services   541900                     |
| Check               | 2495                | 6/6/2019            | \$ 14,999.92          | Arborscape Ltd Inc                                              | SC0053 Services - Professional & Contracted Services   541900                     |
| Check               | 2496                | 6/6/2019            | \$ 300.00             | Bachata Soul LLC                                                | SC0083 Services - Misc Expenses   549900                                          |
| Check               | 2497                | 6/6/2019            | \$ 2,233.25           | Brown and Caldwell - Remit-To: Brown & Caldwell - San Francisco | SC0053 Services - Professional & Contracted Services   541900                     |
| Check               | 2498                | 6/6/2019            | \$ 146,192.05         | Centennial Contractors Ent Inc                                  | SC0053 Services - Professional & Contracted Services   541900                     |
| Check               | 2499                | 6/6/2019            | \$ 990.00             | Certified Environmental Consulting                              | SC0053 Services - Professional & Contracted Services   541900                     |
| Check               | 2500                | 6/6/2019            | \$ 9,609.00           | CFM Strategic Communications Inc                                | SC0053 Services - Professional & Contracted Services   541900                     |
| Check               | 2501                | 6/6/2019            | \$ 500.00             | Charles Suniga                                                  | SC0053 Services - Professional & Contracted Services   541900                     |
| Check               | 2502                | 6/6/2019            | \$ 15,357.93          | City of Portland - Remit-To: City of Portland - General AR      | SC0090 Intergovernmental Services and Payments - Police Records Services   551300 |

## INVOICE PAYMENTS REPORT

| <u>Payment Type</u> | <u>Check Number</u> | <u>Payment Date</u> | <u>Payment Amount</u> | <u>Payment Payee</u>                                                                    | <u>Description from: Spend Category / Supplier Invoice Memo</u> |
|---------------------|---------------------|---------------------|-----------------------|-----------------------------------------------------------------------------------------|-----------------------------------------------------------------|
| Check               | 2503                | 6/6/2019            | \$ 127.00             | City of Vancouver - Remit-To: COV Main                                                  | SC0079 Services - Fees   549200                                 |
| Check               | 2505                | 6/6/2019            | \$ 819.23             | Clark Public Utility District No. 1                                                     | SC0053 Services - Professional & Contracted Services   541900   |
| Check               | 2506                | 6/6/2019            | \$ 2,600.00           | Colliers International Valuation & Advisory Services LLC - Remit-To: Colliers - Chicago | SC0053 Services - Professional & Contracted Services   541900   |
| Check               | 2507                | 6/6/2019            | \$ 73,756.89          | Columbia Resource Company                                                               | SC0053 Services - Professional & Contracted Services   541900   |
| Check               | 2508                | 6/6/2019            | \$ 24.85              | Comcast - Remit-To: Comcast Business - City of Industry                                 | SC0059 Services - Other Communication   542900                  |
| Check               | 2509                | 6/6/2019            | \$ 266.75             | Corporate Translation Services Inc                                                      | SC0053 Services - Professional & Contracted Services   541900   |
| Check               | 2510                | 6/6/2019            | \$ 3,208.64           | Datec Inc                                                                               | SC0046 Supplies - Computer Equipment < \$10,000   535100,190    |
| Check               | 2511                | 6/6/2019            | \$ 5,947.50           | Davidson Benefits Planning                                                              | SC0053 Services - Professional & Contracted Services   541900   |
| Check               | 2512                | 6/6/2019            | \$ 10,433.48          | Draeger, Inc                                                                            | SC0045 Supplies - Minor Tools/Equipment < \$10,000   535000     |
| Check               | 2513                | 6/6/2019            | \$ 144.00             | Emergency Rooms PS                                                                      | SC0053 Services - Professional & Contracted Services   541900   |
| Check               | 2514                | 6/6/2019            | \$ 23,910.94          | Epic Land Solutions Inc                                                                 | SC0053 Services - Professional & Contracted Services   541900   |
| Check               | 2515                | 6/6/2019            | \$ 275.00             | ERF Company Inc                                                                         | SC0077 Services - Repair & Maint - Other   548900               |
| Check               | 2516                | 6/6/2019            | \$ 4,433.76           | Genuine Parts Company                                                                   | SC0035 Supplies - Repair & Maintenance Supplies   531100        |
| Check               | 2517                | 6/6/2019            | \$ 9,491.94           | Gordian Group - Remit-To: Gordian - Los Angeles                                         | SC0053 Services - Professional & Contracted Services   541900   |
| Check               | 2518                | 6/6/2019            | \$ 150.00             | Greater Portland Chapter Barbershop Harmony Society                                     | SC0053 Services - Professional & Contracted Services   541900   |
| Check               | 2519                | 6/6/2019            | \$ 10,500.50          | GreenPlay LLC                                                                           | SC0053 Services - Professional & Contracted Services   541900   |
| Check               | 2520                | 6/6/2019            | \$ 5,350.00           | Guided Path                                                                             | SC0053 Services - Professional & Contracted Services   541900   |
| Check               | 2521                | 6/6/2019            | \$ 271,257.87         | Halbert Construction Services LLC                                                       | SC0077 Services - Repair & Maint - Other   548900               |
| Check               | 2522                | 6/6/2019            | \$ 15,948.75          | Hanford & Associates LLC                                                                | SC0053 Services - Professional & Contracted Services   541900   |
| Check               | 2523                | 6/6/2019            | \$ 9,746.68           | Harper Houf Peterson Righellis Inc                                                      | SC0053 Services - Professional & Contracted Services   541900   |
| Check               | 2524                | 6/6/2019            | \$ 3,644.41           | Harrys Key Service Inc                                                                  | SC0053 Services - Professional & Contracted Services   541900   |
| Check               | 2525                | 6/6/2019            | \$ 13,150.21          | HDJ Design Group - Remit-To: HDJ - Portland                                             | SC0077 Services - Repair & Maint - Other   548900               |
| Check               | 2526                | 6/6/2019            | \$ 8,463.72           | HDR Engineering Inc - Remit-To: HDR Engineering - Chicago                               | SC0053 Services - Professional & Contracted Services   541900   |
| Check               | 2527                | 6/6/2019            | \$ 1,560.00           | Houlihan Law PC                                                                         | SC0050 Services - Legal Services   541300                       |
| Check               | 2528                | 6/6/2019            | \$ 303.31             | J-2 Blueprint Supply Co.                                                                | SC0066 Services - Rental - Machinery   545300                   |
| Check               | 2529                | 6/6/2019            | \$ 144.00             | Joye LLC                                                                                | SC0053 Services - Professional & Contracted Services   541900   |
| Check               | 2530                | 6/6/2019            | \$ 325.00             | Kaiser Permanente                                                                       | SC0053 Services - Professional & Contracted Services   541900   |
| Check               | 2531                | 6/6/2019            | \$ 1,588.00           | Kelly Services Inc - Remit-To: Kelly Services - Pasadena                                | SC0052 Services - Temporary Help   541800                       |
| Check               | 2532                | 6/6/2019            | \$ 65.10              | Larry Moccandine                                                                        | SC0039 Supplies - Other Operating Supplies   531900             |
| Check               | 2533                | 6/6/2019            | \$ 1,629.98           | Law, Lyman, Daniel, Kamerrer & Bogdanovich                                              | SC0050 Services - Legal Services   541300                       |
| Check               | 2534                | 6/6/2019            | \$ 294.00             | Law Offices of Susan Drummond PLLC                                                      | SC0050 Services - Legal Services   541300                       |
| Check               | 2535                | 6/6/2019            | \$ 280.35             | Linguava Interpreters Inc                                                               | SC0053 Services - Professional & Contracted Services   541900   |
| Check               | 2536                | 6/6/2019            | \$ 115.00             | Mary Jo Morelli                                                                         | SC0053 Services - Professional & Contracted Services   541900   |
| Check               | 2537                | 6/6/2019            | \$ 6,274.68           | North Side Electric Inc                                                                 | SC0077 Services - Repair & Maint - Other   548900               |
| Check               | 2538                | 6/6/2019            | \$ 23,630.12          | Pacific Apex Construction LLC                                                           | SC0046 Supplies - Computer Equipment < \$10,000   535100,190    |
| Check               | 2539                | 6/6/2019            | \$ 2,668.16           | Pacific Power Group LLC                                                                 | SC0077 Services - Repair & Maint - Other   548900               |
| Check               | 2540                | 6/6/2019            | \$ 6,967.08           | PC Specialists Inc - Remit-To: TIG - San Diego                                          | SC0045 Supplies - Minor Tools/Equipment < \$10,000   535000     |
| Check               | 2541                | 6/6/2019            | \$ 5,045.00           | Pitney Bowes Inc                                                                        | SC0054 Services - Postage   542200                              |
| Check               | 2542                | 6/6/2019            | \$ 2,905.00           | Portland Adventist Medical Center                                                       | SC0053 Services - Professional & Contracted Services   541900   |
| Check               | 2543                | 6/6/2019            | \$ 4,425.00           | PPC Solutions Inc                                                                       | SC0053 Services - Professional & Contracted Services   541900   |

\*Please contact Procurement Services if you would like to review the justification for EMERGENCY procurement.

## INVOICE PAYMENTS REPORT

| <u>Payment Type</u> | <u>Check Number</u> | <u>Payment Date</u> | <u>Payment Amount</u> | <u>Payment Payee</u>                                                              | <u>Description from: Spend Category / Supplier Invoice Memo</u>                      |
|---------------------|---------------------|---------------------|-----------------------|-----------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|
| Check               | 2544                | 6/6/2019            | \$ 345.41             | Praxair Distribution Inc                                                          | SC0053 Services - Professional & Contracted Services   541900                        |
| Check               | 2545                | 6/6/2019            | \$ 2,225.00           | Public Safety Testing Inc                                                         | SC0053 Services - Professional & Contracted Services   541900                        |
| Check               | 2546                | 6/6/2019            | \$ 753.39             | Rachel Konsella Photography LLC                                                   | SC0083 Services - Misc Expenses   549900                                             |
| Check               | 2547                | 6/6/2019            | \$ 441.19             | Rentokil North America Inc                                                        | SC0077 Services - Repair & Maint - Other   548900                                    |
| Check               | 2548                | 6/6/2019            | \$ 600.00             | Ryan Grady                                                                        | SC0053 Services - Professional & Contracted Services   541900                        |
| Check               | 2549                | 6/6/2019            | \$ 7,801.00           | Sequence Graphics LLC                                                             | SC0053 Services - Professional & Contracted Services   541900                        |
| Check               | 2550                | 6/6/2019            | \$ 12,650.89          | Skilled Stragetgies LLC                                                           | SC0053 Services - Professional & Contracted Services   541900                        |
| Check               | 2551                | 6/6/2019            | \$ 500.00             | Sosina Tedla                                                                      | SC0083 Services - Misc Expenses   549900                                             |
| Check               | 2552                | 6/6/2019            | \$ 268.85             | Stericycle Inc                                                                    | SC0083 Services - Misc Expenses   549900                                             |
| Check               | 2553                | 6/6/2019            | \$ 1,377.50           | Timothy Kerr                                                                      | SC0053 Services - Professional & Contracted Services   541900                        |
| Check               | 2554                | 6/6/2019            | \$ 784.18             | Towing & Recovering Services Inc                                                  | SC0053 Services - Professional & Contracted Services   541900                        |
| Check               | 2555                | 6/6/2019            | \$ 379.40             | Triple J Enterprises                                                              | SC0053 Services - Professional & Contracted Services   541900                        |
| Check               | 2556                | 6/6/2019            | \$ 214,720.38         | TV Etc ESD 112                                                                    | SC0094 Intergovernmental Services and Payments - Intergovernmental Payments   552000 |
| Check               | 2557                | 6/6/2019            | \$ 24,348.55          | Universal Field Services Inc                                                      | SC0053 Services - Professional & Contracted Services   541900                        |
| Check               | 2558                | 6/6/2019            | \$ 352.50             | Vancouver Aire LLC                                                                | SC0077 Services - Repair & Maint - Other   548900                                    |
| Check               | 2559                | 6/6/2019            | \$ 34,688.00          | Wagsys LLC                                                                        | SC0053 Services - Professional & Contracted Services   541900                        |
| Check               | 2560                | 6/6/2019            | \$ 14,163.03          | Walter E Nelson Company                                                           | SC0045 Supplies - Minor Tools/Equipment < \$10,000   535000                          |
| Check               | 2561                | 6/6/2019            | \$ 6,306.49           | Wapiti NW LLC                                                                     | SC0075 Services - Repair & Maint - Equipment   548100                                |
| Check               | 2562                | 6/6/2019            | \$ 6,243.62           | Waste Connections of Washington - Remit-To: Waste Connections - Vancouver         | SC0082 Services - Volunteer Expenses   549800                                        |
| Check               | 2563                | 6/6/2019            | \$ 255.20             | Cellco Partnership - Remit-To: Cellco - Dallas                                    | SC0055 Services - Phone Service/Billings   542500-542700                             |
| Check               | 2564                | 6/6/2019            | \$ 266.85             | Ciox Health, LLC                                                                  | SC0083 Services - Misc Expenses   549900                                             |
| Check               | 2565                | 6/6/2019            | \$ 14,086.20          | Clark County - Remit-To: Clark County - Treasurer Vancouver                       | SC0092 Intergovernmental Services and Payments - District Court Costs   551500       |
| Check               | 2566                | 6/6/2019            | \$ 1,499.06           | Columbia Resource Company                                                         | SC0074 Services - Garbage / Waste Disposal   547400                                  |
| Check               | 2567                | 6/6/2019            | \$ 109.35             | Comcast - Remit-To: Comcast Business - City of Industry                           | SC0059 Services - Other Communication   542900                                       |
| Check               | 2568                | 6/6/2019            | \$ 151.11             | Comcast - Remit-To: Comcast Business - City of Industry                           | SC0059 Services - Other Communication   542900                                       |
| Check               | 2569                | 6/6/2019            | \$ 195.20             | Comcast - Remit-To: Comcast Business - City of Industry                           | SC0059 Services - Other Communication   542900                                       |
| Check               | 2570                | 6/6/2019            | \$ 201.95             | Comcast - Remit-To: Comcast Business - City of Industry                           | SC0055 Services - Phone Service/Billings   542500-542700                             |
| Check               | 2571                | 6/6/2019            | \$ 262.00             | Dex Media West                                                                    | SC0063 Services - Advertising   544000                                               |
| Check               | 2572                | 6/6/2019            | \$ 20,181.56          | Evergreen Habitat for Humanity                                                    | SC0053 Services - Professional & Contracted Services   541900                        |
| Check               | 2573                | 6/6/2019            | \$ 495.10             | Legacy Salmon Creek Hospital                                                      | SC0083 Services - Misc Expenses   549900                                             |
| Check               | 2574                | 6/6/2019            | \$ 15.00              | NW Natural - Remit-To: NW Natural - Portland                                      | SC0073 Services - Natural Gas   547300                                               |
| Check               | 2575                | 6/6/2019            | \$ 4,392.67           | Pitney Bowes Inc                                                                  | SC0053 Services - Professional & Contracted Services   541900                        |
| Check               | 2576                | 6/6/2019            | \$ 1,180.00           | Rotschy Inc                                                                       | SC0074 Services - Garbage / Waste Disposal   547400                                  |
| Check               | 2577                | 6/6/2019            | \$ 145,701.27         | Share Inc                                                                         | SC0053 Services - Professional & Contracted Services   541900                        |
| Check               | 2578                | 6/6/2019            | \$ 121,129.41         | State of Washington Department of Commerce - Remit-To: Dept of Commerce - Olympia | SC0292 Principal and Interest - Principal - Intergovernmental Loans   578000         |
| Check               | 2579                | 6/6/2019            | \$ 6.01               | State of Washington Supreme Court                                                 | SC0081 Services - o/s Printing & Binding   549500                                    |
| Check               | 2580                | 6/6/2019            | \$ 500.00             | TRC Environmental Corp                                                            | SC0053 Services - Professional & Contracted Services   541900                        |
| Check               | 2581                | 6/6/2019            | \$ 13.45              | United Parcel Service                                                             | SC0054 Services - Postage   542200                                                   |
| Check               | 2582                | 6/6/2019            | \$ 100,000.00         | Vancouver Housing Authority                                                       | SC0053 Services - Professional & Contracted Services   541900                        |

\*Please contact Procurement Services if you would like to review the justification for EMERGENCY procurement.



## INVOICE PAYMENTS REPORT

| <u>Payment Type</u> | <u>Check Number</u> | <u>Payment Date</u> | <u>Payment Amount</u>  | <u>Payment Payee</u>                    | <u>Description from: Spend Category / Supplier Invoice Memo</u> |
|---------------------|---------------------|---------------------|------------------------|-----------------------------------------|-----------------------------------------------------------------|
| Check               | 2583                | 6/10/2019           | \$ 9,039.32            | Aflac                                   | SC0207 Accr Empl Ben - AFLAC Cancer/LTC   231535                |
| Check               | 2584                | 6/10/2019           | \$ 5,456.58            | AFSCME Local #307                       | SC0218 Accr Empl Ben - Union Dues   231548                      |
| Check               | 2585                | 6/10/2019           | \$ 3,612.00            | Chapter 13 - Trustee                    | SC0215 Accr Empl Ben - Garnishments   231545                    |
| Check               | 2586                | 6/10/2019           | \$ 19,227.54           | IAFF Local #452                         | SC0213 Accr Empl Ben - FirePak and FastPak   231543             |
| Check               | 2587                | 6/10/2019           | \$ 751.06              | IAM Local #1374                         | SC0218 Accr Empl Ben - Union Dues   231548                      |
| Check               | 2588                | 6/10/2019           | \$ 80.84               | Legal Shield                            | SC0216 Accr Empl Ben - Prepaid Legal   231546                   |
| Check               | 2589                | 6/10/2019           | \$ 8,138.24            | Life Insurance Company of North America | SC0211 Accr Empl Ben - AD&D/Life Insurance   231539             |
| Check               | 2590                | 6/10/2019           | \$ 600.00              | MFS Service Center Inc                  | SC0217 Accr Empl Ben - College Savings 529 Plan   231547        |
| Check               | 2591                | 6/10/2019           | \$ 4,951.03            | OPEIU Local #11                         | SC0209 Accr Empl Ben - Police & Fire LT Disability   231537     |
| Check               | 2592                | 6/10/2019           | \$ 140.04              | OPEIU Local #11                         | SC0218 Accr Empl Ben - Union Dues   231548                      |
| Check               | 2593                | 6/10/2019           | \$ 383.52              | OPEIU Local #11                         | SC0218 Accr Empl Ben - Union Dues   231548                      |
| Check               | 2594                | 6/10/2019           | \$ 142.24              | Oregon SDU                              | SC0215 Accr Empl Ben - Garnishments   231545                    |
| Check               | 2595                | 6/10/2019           | \$ 640.00              | Teamsters Local #58                     | SC0218 Accr Empl Ben - Union Dues   231548                      |
| Check               | 2596                | 6/10/2019           | \$ 315.00              | UA Local #290                           | SC0218 Accr Empl Ben - Union Dues   231548                      |
| Check               | 2597                | 6/10/2019           | \$ 1,368.28            | United Way of the Columbia Willamette   | SC0219 Accr Empl Ben - United Way   231549                      |
| Check               | 2598                | 6/10/2019           | \$ 12,844.04           | Vancouver Police Officer Guild          | SC0209 Accr Empl Ben - Police & Fire LT Disability   231537     |
| Check               | 2599                | 6/10/2019           | \$ 2,785.28            | Western Conference of Teamsters         | SC0232 Accr Empl Ben - Team Union Pension   231568              |
| Check               | 2600                | 6/10/2019           | \$ 1,004.88            | Western Metal Industry Pension Plan     | SC0231 Accr Empl Ben - Machinists Union Pension   231567        |
|                     |                     |                     |                        |                                         |                                                                 |
|                     |                     | <b>SUBTOTAL</b>     | <b>\$ 2,411,606.55</b> |                                         |                                                                 |
|                     |                     |                     |                        |                                         |                                                                 |
| Hansen              |                     | 6/11/2019           | \$ 16,794.23           | City Payments                           | Posted 6-4-19 thru 6-10-19                                      |
|                     |                     |                     |                        |                                         |                                                                 |
|                     |                     | <b>SUBTOTAL</b>     | <b>\$ 16,794.23</b>    |                                         |                                                                 |
|                     |                     |                     |                        |                                         |                                                                 |
| VISA                |                     | 6/11/2019           | \$ 2,781.20            | Miscellaneous                           | Parks Class Refunds - FCC 6-4-19 thru 6-10-19                   |
| VISA                |                     | 6/11/2019           | \$ 1,987.29            | Miscellaneous                           | Parks Class Refunds - MCC 6-4-19 thru 6-10-19                   |
| VISA                |                     | 6/3/2019            | \$ -                   | Miscellaneous                           | Parks Class Refunds - Special Events 6-4-19 thru 6-10-19        |
| VISA                |                     | 6/10/2019           | \$ 391.90              | Miscellaneous                           | Parks Class Refunds - WREC 6-4-19 thru 6-10-19                  |
|                     |                     |                     |                        |                                         |                                                                 |
|                     |                     | <b>SUBTOTAL</b>     | <b>\$ 5,160.39</b>     |                                         |                                                                 |
|                     |                     |                     |                        |                                         |                                                                 |
|                     |                     | <b>TOTAL</b>        | <b>\$ 2,433,561.17</b> |                                         |                                                                 |
|                     |                     |                     |                        |                                         |                                                                 |

**City of Vancouver  
Payroll Council Report  
June 4, 2019 - June 10, 2019**

[illegible]

**\$ 2,993,461.48**





## **Staff Report 075-19**

**TO:** Mayor and City Council

**FROM:** Eric Holmes, City Manager

**DATE:** 6/17/2019

**SUBJECT** 2020-2025 Transportation Improvement Program

### **Key Points**

- Per RCW 35.77.010, the City must adopt a comprehensive Transportation Improvement Program (TIP) prior to July 1st of each year.
- This TIP reflects additional funding resulting from the street funding strategy decisions made to date.
- Each year staff includes updates/changes to the City's arterial map as part of the yearly TIP update.
- Adopting the TIP keeps the City in compliance with state law, allows the City to pursue grants for projects listed in the TIP, provides candidate projects for funding by the Vancouver Transportation Benefit District, and facilitates coordinated planning between agencies within the region.

### **Strategic Plan Alignment**

**Goal 1, Objective 1.1:** Develop and maintain a safe, balanced and innovative transportation system that will meet the needs of future generations.

**Goal 1, Objective 1.2:** Ensure our infrastructure, including buildings and utilities, is safe, environmentally responsible and well maintained.

### **Present Situation**

The 2020–2025 TIP presents a transportation development program that supports implementation of the City's adopted comprehensive plan. It includes funding allocation recommendations for street capital revenues including new revenues from the street funding strategy. The project lists clearly identify those projects and programs that are intended to receive funding from the sources approved as part of the street funding strategy.

The TIP also provides updates to the Arterial Classification Map. The arterial map update includes minor revisions such as changing proposed arterials to existing arterials.

**Advantage(s)**

1. Adoption of the Six-Year TIP conveys the direction and intent of the City to provide certain transportation projects within a given timeframe and satisfies state law.
2. The Six-Year TIP is used as a planning and project programming tool to develop funding strategies that include local, state, federal, and private funding sources.
3. The Six-Year TIP provides information to the Washington State Department of Transportation (WSDOT) and the Regional Transportation Council (RTC) for coordination of transportation projects with other agencies in the region.

**Disadvantage(s)**

None.

**Budget Impact**

The 2020-2025 TIP will result in capital project budget requests as future funding becomes available. The TIP reflects the project prioritization for potential future budget programming of the City's capital funding for transportation, including anticipated grant revenues.

**Prior Council Review**

June 3, 2019 workshop.

**Action Requested**

On June 17, 2019, following a public hearing, adopt a resolution approving the proposed 2020-2025 Transportation Improvement Program.

*Chris Malone, Public Works Finance & Asset Manager, 487-7711*

**ATTACHMENTS:**

- ▣ 2020-2025 TIP resolution
- ▣ 202-2025 TIP Document
- ▣ 2020-2025 TIP hearing presentation

*This staff report references the terms and conditions of the request for approval. Any document referred to herein and that is not attached may be reviewed prior to the City Council meeting in the office of the City Manager. Documents may be reviewed following scheduled Council meetings in the office of Central Records, 415 West 6th Street, Vancouver, WA. Office hours are 8:00 a.m. to 5:00 p.m., Monday through Friday.*

6/17/19

RESOLUTION NO. M-4009

A RESOLUTION adopting the City of Vancouver's Comprehensive Six-Year Transportation Improvement Program for 2020-2025 and revising the City's Arterial Street System and Classification Map.

WHEREAS, pursuant to RCW 35.77.010, the Vancouver Department of Public Works has prepared the Comprehensive Six-Year Transportation Improvement Program for 2020-2025 ("2020-2025 TIP"); and

WHEREAS, the purpose of the 2020-2025 TIP is to ensure that the City will have available advance plans as a guide in carrying out a coordinated street construction program; and

WHEREAS, the City's Arterial Street System and Classification Map ("Arterial Classification Map") is maintained within the 2020-2025 TIP; and

WHEREAS, City Council originally adopted the Arterial Classification Map by Resolution M-781 on November 28, 1961, and annually reviews proposals and makes classification designation changes on the map where the use of a roadway is inconsistent with its current arterial designation; and

WHEREAS, notice of the time and place for a hearing on the 2020-2025 TIP was published in accordance with law; and

WHEREAS, the City Council conducted a public hearing on June 17, 2019 at 6:30 p.m., where it considered the 2020-2025 TIP and determined to adopt it.

NOW, THEREFORE,

BE IT RESOLVED BY THE CITY OF VANCOUVER:

Section 1. Legislative Findings. The recitals set forth above are adopted as the legislative findings of Vancouver's City Council in support of adoption of this resolution.

Section 2. City Council hereby adopts the 2020 – 2025 Comprehensive Six-Year Transportation Improvement Program, which is attached as Exhibit "A" and incorporated by this reference as if fully set forth herein.

Section 3. City Council hereby adopts the Revised Arterial Street System and Classification Map, which is contained in the 2020-2025 Comprehensive Six-Year Transportation Improvement Program.

Section 4. The City Manager or his designee is hereby directed to file the 2020 - 2025 Comprehensive Six-Year Transportation Improvement Program and the Revised Arterial Street System and Classification Map with the Washington State Department of Transportation within 30 days of the date of this resolution.

ADOPTED at regular session of the Council of the City of Vancouver on June 17, 2019.

\_\_\_\_\_  
Anne McEnery-Ogle, Mayor

Attest:

Approved as to form:

\_\_\_\_\_  
Natasha Ramras, City Clerk

\_\_\_\_\_  
Bronson Potter, City Attorney

# 2020-2025 Transportation Improvement Program

June 2019



Vancouver Public Works

PO Box 1995

Vancouver, WA 98668-1995

[www.cityofvancouver.us/StreetsTIP](http://www.cityofvancouver.us/StreetsTIP)



|                                         |     |
|-----------------------------------------|-----|
| Table of Contents.....                  | 1   |
| Adopting Resolution.....                | 2   |
| Program Overview.....                   | 5   |
| Letter from the Director.....           | 6   |
| Policies .....                          | 9   |
| Title VI Policy Statement.....          | 11  |
| Financial Analysis.....                 | 12  |
| TIP Changes Last Year to This Year..... | 25  |
| Six-Year Project Lists.....             | 28  |
| Project Detail Sheets.....              | 34  |
| Arterial Map Updates.....               | 115 |
| Glossary.....                           | 118 |



**Resolution Page 1 here**

**Resolution page 2 here.**



**Resolution page 3 here.**

## **TRANSPORTATION IMPROVEMENT PROGRAM OVERVIEW**

The City of Vancouver 2020-2025 Transportation Improvement Program (TIP) is an update of the City's 2019 - 2024 TIP. The TIP is a technical document for transportation improvements over a six-year period. For more information about the City of Vancouver street system, how it is funded, and how money is spent go to:

[www.cityofvancouver.us/betterstreets](http://www.cityofvancouver.us/betterstreets)

The State of Washington law (RCW 35.77.010) requires the City to prepare a TIP annually that is consistent with and implements the city's adopted comprehensive growth management plan. The TIP identifies capital transportation system improvement projects and includes a policy to work with affected property owners to preserve railroad right-of-way in the event a railroad ceases to operate.

A City of Vancouver Arterial Street System and Classification Map which designates roadways functionally classified as Arterials pursuant to VMC 11.80.040 and VMC 9.02.040 is adopted and attached hereto.

For information about the City's Comprehensive Plan, contact Vancouver Planning at 360-487-7950. For questions or more information about specific transportation projects, please contact Vancouver Public Works at 360-487-7130, or visit the City's website:

[www.cityofvancouver.us](http://www.cityofvancouver.us)

---

## 2020-2025 Transportation Improvement Program (TIP)

Welcome to the City of Vancouver's 2020–2025 Transportation Improvement Program (TIP). The City continues to make progress in improving our community's transportation system for all users, thanks to the long-term Street Funding Strategy, adopted by City Council in late 2015. Through the implementation of the Street Funding Strategy, we are steadfast in our commitment to the following City Council-approved, guiding principles and policies:

- Any new revenue sources shall supplement, not supplant, existing revenues for streets.
- Priority will be given to activities that seek to take care of what we have.
- Revenues will be used to “pay as you go” versus debt financing.
- Resources currently being used to repay debt for streets will continue to be used for streets when the debt is repaid.

Approximately half of the total Street Funding Strategy resources, \$4.8 million annually, is provided by the Vancouver Transportation Benefit District \$40 vehicle license renewal fee. This is in keeping with the recommendations of Vancouver's Street Funding Commission, a citizen stakeholder group, informed by an extensive public engagement process. The fee, which is paid annually when vehicle registration licenses in Vancouver are renewed, can only be used for Vancouver transportation projects, programs and maintenance. Other components of the Street Funding Strategy include:

- A 1.5 percent utility tax on city-owned utilities,
- \$20 Increase in the business license surcharge fee,
- Vancouver portion of additional gas tax raised by the state Legislature in 2015,
- Commitment to continue to allocate funds previously used for street project debt back to street improvement on “pay-as-you-go basis” once debt is fully repaid, and
- Endorsement and adoption of financial policies consistent with recommendations.

Vancouver's Street Funding Strategy is working. Stable, long-term funding, which supplements previously existing street revenues, allows the City to more actively anticipate, plan and invest in transportation system improvements that support a healthy, livable and thriving community. The tangible results of these investments can be seen in targeted outcomes in the following key areas: pavement management; neighborhood traffic calming; mobility, accessibility and safety; asset replacement; improved sidewalk management; and median/rights-of-way maintenance. These transportation areas were identified as important to the community by the Street Funding Commission. (See 2018 Street Funding Strategy Report at [www.cityofvancouver.us/tbd](http://www.cityofvancouver.us/tbd).)

Among the major initiatives underway as a result of the Street Funding Strategy is the pavement rehabilitation of neighborhood streets that had fallen into poor or failed condition. This effort began in 2017 and is continuing each year within the Pavement Management Program as part of our goal to improve overall pavement conditions throughout the city. For example, 6.2 lane miles of residential streets, currently in poor or failed condition, will be rehabilitated in 2019. In 2020, we will further expand the program by beginning reconstruction of failed streets that have been identified as requiring significantly more to restore than rehabilitation can provide.

Street Funding Strategy resources also provide the local dollar leverage or match the City needs to seek grants from our state and federal partners, expanding our ability to improve our transportation infrastructure. In 2018, the City leveraged these local dollars to receive nearly \$8.5 million in transportation grants, including funding from the Washington State Transportation Improvement Board and the Southwest Washington Regional Transportation Council (RTC). Going forward, the City's 2020-2025 TIP takes into account all new revenues from the Street Funding Strategy and expands on programs and projects initiated with this renewed strategic investment in our community's transportation infrastructure. Vancouver's TIP continues to exceed the state statutory requirements by providing a comprehensive look at communitywide projects and programs, reflecting our commitment to transparency in projects and funding.

With the completion of a major eastern segment of the Northeast 18th Street Improvement Project in 2018, from I-205 to about Northeast 136th Avenue, the City now turns to the West Segment, from the I-205 interchange to Northeast 97th Avenue. Design of this segment to improve vehicle and multi-modal usage began in early 2019 and is expected to continue through the year with active public involvement of key stakeholders and neighborhoods.

Another significant 2019 initiative will be the City's Transportation System Plan (TSP) update. Vancouver has changed greatly since 2004, the last time the plan was updated. The TSP, which guides all aspects of our transportation system moving into the future, will include an in-depth review of multiple sub plans, such as bicycle, pedestrian, arterial streets, neighborhood streets, freight, signals, and transit. Complete Streets efforts and an upcoming citywide collision study are helping to inform and guide the plan.

Our future, in part, depends upon our ability to invest in public infrastructure in a way that both preserves our community's neighborhoods and supports its economic well-being. Through responsible funding and systematic planning, design, construction, maintenance, operations, and improvements, the City of Vancouver is committed to efficient and cost-effective management of its public assets to provide the highest, most sustainable service possible for all users. Highlights for the 2020-2025 TIP are shown on the following page.

We hope you find this plan informative and useful. If you would like additional information or have questions, please contact our office at 360-487-7706. Thank you.

Brian K. Carlson, P.E.  
Director of Vancouver Public Works

Ryan Lopossa, P.E.  
Streets and Transportation Manager

### 2020-2025 Transportation Improvement Program Highlights:

**Transportation System Plan (TSP) Update:** Work will begin on this important plan that helps guide all aspects of the transportation system. The update will include an in-depth review of multiple sub plans, such as bicycle, pedestrian, arterial streets, neighborhood streets, freight, signals, and transit plans. Extensive public outreach is anticipated as part of this effort. In addition, Complete Streets efforts and a recent citywide collision study will be reflected in the plan and help guide identified future transportation needs.

**Neighborhood Traffic Calming Program:** Funded at \$270,000 annually, this program works with the Neighborhood Traffic Safety Alliance (NTSA) to enhance neighborhood livability.

**Multimodal Safety and Accessibility Program:** The 2017 focus was on ADA ramps. For 2018, the focus was sidewalk infill projects. In 2019, the focus will be bicycle improvements. This 3-part cycle starts over in 2020.

**Grant Efforts:** The City expects to continue to submit grant applications for several projects, including large arterials, complete streets, multimodal, and intersection improvement projects.

**Street Lights:** Work will begin in 2019 to upgrade approximately 13,500 city street lights to Light Emitting Diode (LED) bulbs. The project is funded by a \$4.8 million low-interest loan from the Washington State Public Works Trust Fund, to be repaid with energy cost savings.

**Other Major Projects:** The 2020-2025 TIP identifies funding for many projects, which require several years for planning, design, right-of-way, and construction phases. The City is pursuing grants to help fund projects, which include:

- **SE 1st Street**, from SE 164th Avenue to SE 177th Avenue: Construction of this segment is currently anticipated to begin in 2020, contingent upon funding. Staff is also working with private developers on plans to complete the corridor's eastern section, from SE 177th Avenue to SE 192nd Avenue, in 2021.

- **NE 137th Avenue**, from NE 49th Street to NE Fourth Plain Boulevard: In 2018, the City secured a \$1.95 million federal grant, through SW Washington Regional Transportation Council (RTC), for construction. The City is currently working on acquiring the necessary right of way to construct this project.

- **Jefferson/Kauffman Connection** from West Evergreen Boulevard to West Mill Plain Boulevard: A preliminary conceptual plan has been established and design/right-of-way work continues in 2019.

- **NE 18th Street**, from NE 97th Avenue to NE 107th Avenue: Design and right-of-way acquisition will begin in 2019 for the westerly connection to the WSDOT I-205/18th Street interchange.

- Planning has begun on extension of **NW 32nd Avenue** and Fruit Valley Road from Lower River Road (SR 501) to NW 78th Street in unincorporated Clark County: This project includes replacement of the City's Fruit Valley Road Bridge over the BNSF Mainline Railroad and will require significant partnerships and funding to move forward. Originally initiated in 2006 in cooperation with the Port of Vancouver, the project was renewed with the 2016 Council-adopted Westside Mobility Strategy, which seeks to balance freight mobility and livability.

## **TRANSPORTATION RELATED POLICIES**

### **("Vancouver Comprehensive Plan 2011-2030", Chapter 5 – Public Facilities and Services)** **(Adopted 05/07/2012 Revised 12/16/2013)**

1. PFS-4 - TRANSPORTATION SYSTEM: Develop and maintain an interconnected and overlapping transportation system grid of pedestrian walkways, bicycle facilities, roadways for automobiles and freight, transit service, and high capacity transit service. Include support programs such as traffic operations, transportation demand management, neighborhood traffic management, and the regional trails program. Work towards completing and sustaining individual components and programs to ensure success of the entire system.
2. PFS-5 - SYSTEM BALANCE: Allocate resources to balance transportation choices. Promote development of a broader range of transportation options including pedestrian, bike, and transit systems, rather than focusing all resources on satisfying peak commuting demand with roadway capacity alone.
3. PFS-6 - TRANSPORTATION SAFETY: Ensure high safety standards for motorists, pedestrians, and bicyclists through the development and capital improvement processes. Allocate city capital resources to high risk and collision location for motorists, bicyclists, and pedestrians.
4. PFS-7 -TRANSPORATION FINANCE: Develop recurring and dedicated funding for a complete transportation program, including system operation and maintenance. Leverage local funding with innovative and aggressive finance strategies including partnerships, grant development, efficient debt, and fee-based funding sources.
5. PFS-8-TRANSPORATION CIRCULATION AND SYSTEM CONNECTIVITY: Develop a transportation grid that provides good connections to surrounding land uses and activity centers and allows for multiple circulation routes to/from each location. Close gaps and complete system connections through the development and capital improvement processes.
6. PFS-9- LAND USE AND TRANSPORTATION INTEGRATION: Develop and implement innovative transportation investment, design, and program incentives to achieve the urban environment envisioned in the Comprehensive Plan.
7. PFS-10 - LIVABLE STREETS: Design streets and sidewalks and manage vehicular traffic to encourage livability, interaction, and sense of neighborhood or district ownership in linkage with adjacent land uses. Encourage multi-modal travel, and provide accessible, human scale opportunities for transferring between travel modes.
8. PFS-11 - TRANSPORTATION ACCESSIBILITY: Build an accessible transportation system focused on inter-modal connectivity and removing barriers to personal physical mobility.
9. PFS-12 -TRANSPORTATION SYSTEM EFFICIENCY: Invest in and improve efficiency of the transportation system with multi-modal design, advanced traffic management and operations technology, demand management strategies and high-frequency transit service.
10. PFS-13 -NEIGHBORHOOD TRAFFIC: Protect and enhance neighborhoods with an active program that focuses on safety, safe routes to school, traffic calming, education, and enforcement.
11. PFS-14 -TRANSPORATION REGIONAL AND METROPOLITAN COORDINATION: Coordinate Vancouver's transportation plans, policies, and programs with those of other jurisdictions serving the greater Metropolitan area to ensure a seamless transportation system. Focus particularly on cooperation with the Southwest Washington Regional Transportation Council, Washington State Department of Transportation, Clark County and C-TRAN.
12. PFS-16 -CONOMIC DEVELOPMENT: In order to support the continued economic vitality of Vancouver, major transportation system investments should facilitate freight mobility, job creation, regional competitive position, and revenue growth.
13. PFS-17 - VEHICLE MILES TRAVELED: Use transportation and land use measures to maintain or reduce single occupant motor vehicle miles traveled per capita to increase system efficiency and lower overall environmental impacts.
14. PFS-18 - STREET DESIGN: Design city streets to achieve safety and accessibility for all modes. Arterial streets shall provide facilities for automobile, bike, pedestrian and transit mobility, and shall include landscaping and adequate lighting.
15. PFS-19 -PARKING STANDARDS: Adopt coordinated parking standards which maintain neighborhood integrity, promote the use of a multi-modal transportation system, encourage desired economic development and growth throughout the entire urban area, and which economize the use of urban land by reducing the need for any excess provision of surface parking.

### **ASSET MANAGEMENT COMPREHENSIVE PLAN POLICY** **("Vancouver Comprehensive Plan 2011-2030", Chapter 5 – Public Facilities and Services)** **(Adopted 05/07/2012 Revised 12/16/2013)**

16. PFS-35 -City public facility assets shall be systematically managed to balance full life cycle costs, performance, risk, and service levels, using best management practices and data.

**CAPITAL PLANNING AND ASSET MANAGEMENT FINANCIAL POLICIES**  
**(City of Vancouver Financial Policies as Adopted 05/07/2012; Revised 11/07/2016)**

17. **#31** - Asset management best practice involves managing the performance, risk and expenditures on infrastructure assets in an optimal and sustainable manner throughout their lifecycle covering planning, design, construction, operation, maintenance, and disposal. The City shall integrate the principles and best practices of Asset Management such as those embodied in the International Infrastructure Management Manual in the management of its assets.
18. **#32--Asset Inventory** will be maintained with maintenance, repair and deferred maintenance costs identified and updated on an annual basis.
19. **#33 - Maintenance** of city assets shall be addressed on a current need, rather than deferred into the future.
20. **#34** - In 2015, Council adopted a **New Street Funding Program** in response to formal recommendations from a citizen-led effort. Revenues from this program were established to supplement and not supplant street funding resources identified in the 2015-2016 Adopted Biennial Budget. A formal process will be established requiring review of any future proposals to redirect revenues in the new Street Funding Program for purposes other than streets funding.
21. **#35** -The City will maintain funding of the **Pavement Management Program** at no less than that in the 2015-2016 Biennial Adopted Budget level increased by an appropriate inflationary factor, if necessary. To ensure accountability and transparency, the increase in program level funded by the new street funding program revenue sources will be fully costed, budgeted for and spent from special funds created to track direct operation, capital and administrative expenses. Annual reporting of the outcomes will be published for the residents and City Council prior to the end of the first quarter of each year for the prior year beginning for fiscal year 2016.
22. **#36** -The City will redirect the new street funding program expiring debt service budget from pre-2015 debt issues for Transportation projects, beginning with debt expiring in 2016.
23. **#37 -A six-year City-Wide Capital Improvement Program** shall be developed annually and shall provide a prioritized list of reasonably funded projects and those in process of securing funding. Capital Improvement Plans for utility assets shall be updated no less frequently than every two years. The comprehensive plan will identify longer-term capital needs by program area.
24. **#38 -Funding** for capital projects, including major facilities maintenance projects, will be allocated in a manner that balances community needs with City priorities, the potential for attracting matching funds, and the ability to reduce or limit expenses in future years.
25. **#39** -The City's objective is to incorporate a "**Pay-As-You-Go**" approach (using available cash and current resources) in the Capital Improvement program. Proceeds from the sale of City capital assets no longer utilized in operations will be deposited consistent with the initial ownership of the asset and invested in the highest priority capital projects.
26. **#40** - The Capital Budget will be adopted at the same time the City Operating Budget is adopted. The Capital budget will only include fully funded projects. The Capital Budget will only contain projects identified in the Capital Improvement Program.
27. **#41 -A capital repair appropriation** will be maintained for unanticipated major repairs of general operating facilities and for emergency replacement of general fund equipment. Additions to the capital repair contingency reserve will be made based on Council directions.
28. **#42** -Impacts on net **annual operating and maintenance costs** will be identified as part of the funding considerations for new capital projects such as buildings, parks and street enhancements. This includes identifying potential reductions in maintenance costs if improvements are funded. The necessary funds to operate the capital facility will be identified at the time the capital budget is adopted.

**DEBT MANAGEMENT POLICIES**  
**City of Vancouver Financial Policies as Adopted 05/07/2012; Revised 11/07/2016)**

29. **#48** -The City will attempt to pay for capital projects on a "pay-as-you-go" basis. However, if debt is required, the City will follow debt policies as detailed in Exhibit B-Debt Management Policy.

## City of Vancouver Title VI Plan

The City Manager is responsible for ensuring implementation of the City of Vancouver's Title VI Plan. The Public Works Director, on behalf of the City Manager, is responsible for the overall management of the Title VI Plan as outlined herein. The Public Works Director does not hereby assume responsibility for Title VI compliance outside the scope of this report. The day to day administration of the Title VI Plan lies with the Title VI Coordinator under the direct supervision of the Public Works Director.

In addition to the Title VI Coordinator, Title VI Specialists will be named in the following program areas:

- Transportation Design and Engineering
- Transportation Right of Way
- Transportation Environmental Services
- Transportation Administration, Public Information and Outreach
- Human Resources
- Procurement

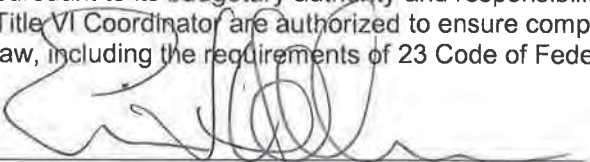
### Policy Statement, Authorities and Citations

#### A. Policy of Nondiscrimination

The City of Vancouver (City) assures that no person shall on the grounds of race, color, national origin, or sex as provided by Title VI of the Civil Rights Act of 1964, and the Civil Rights Restoration Act of 1987 (P.L. 100.259) be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any City sponsored transportation program or activity. The City further assures every effort will be made to ensure nondiscrimination in all of its federally funded transportation programs and activities.

In the event that the City distributes federal transportation funds to another entity, it will include Title VI language in all written agreements and will monitor for compliance.

Title VI compliance is a condition of receipt for federal funds, including funds from the Federal Highway Administration. Assurance of compliance falls under the proper authority of the City pursuant to its budgetary authority and responsibility. The Public Works Director and Transportation Title VI Coordinator are authorized to ensure compliance with provisions of this policy and with the law, including the requirements of 23 Code of Federal Regulation (CFR) 200 and 49 CFR 21.



Eric Holmes, City Manager

4.12.19  
Date



## Financial Analysis



## **Funding Overview**

Beginning in 1995, the City of Vancouver began a street funding strategy for local revenue to use for transportation capital improvements. This strategy involved identifying a revenue source and then committing that revenue source for debt service on bonds. Proceeds from the bond sale were then leveraged with grant revenues to the maximum extent possible for transportation improvements. Coupled with impact fees and developer contributions, this strategy netted hundreds of millions worth of capital improvements but resulted in a cyclical search for new revenues to address the continued need for capital improvements. Over the past several years, City Council searched for a reasonable mix of new revenue sources that could be used on a “pay-as-you-go” basis to fund capital improvements as well as halt the gradual decline in our system pavement condition index. Early in 2015, City Council established a goal to complete, by year-end *“an adopted street funding program that provides reliable, dedicated, long-term funding for streets, including pedestrian, bike and accessible infrastructure.”* In late 2015, City Council enacted a number of revenue sources for streets including:

- Creation of a Transportation Benefit District and with the District enacting a new revenue source; a \$20 Vehicle License Fee (raised to \$40 in 2018).
- Increased the existing Business License Surcharge by \$10/employee in 2016 and an additional \$10/per employee starting on January 1, 2018.
- Increased the Utility Tax on City Owned utilities by 1.5%, dedicating the additional revenue for streets.
- Dedicated that revenue sources used to pay debt service on bonds (as described above) would continue to be dedicated for street purposes on a pay-as-you-go basis as debt is retired.
- Dedicated the revenue that resulted from the 2015 state gas tax increase to be used for street purposes.

The above referenced revenue sources are in addition to the funds previously going towards paying for streets.

City staff focuses on certain guiding principles and strategic outcomes that City Council and the Transportation Benefit District (TBD) asked for when they enacted the new revenue sources. The guiding principles and the strategic outcomes are listed below:

### **Street Funding Strategy Guiding Principles:**

- New street funding revenues are to supplement, not supplant, existing revenues
- “Take care of what we have”
- Pay-as-we-go goal of financing infrastructure projects is preferred
- As street bond debt service is repaid, use funds previously needed for debt payments for streets
- Continued public transparency and accountability

### **Street Funding Strategy Outcomes:**

- Restore historically maintained City right-of-way and medians to pre-recessionary 2009-2010 service levels, and increase arterial sweeping frequency
- Over a 20-year period, improve overall pavement conditions from Fair to Good throughout the City
- Develop replacement program for street assets such as street lights, traffic signals and City-owned bridges
- Expand mobility, safety and accessibility programs, including the Neighborhood Traffic Calming Program
- Complete one arterial street improvement project approximately every 2-3 years, leveraging local funding with state and federal grants to greatest extent possible

The 2018 annual street funding strategy report to the community and more information about the TBD can be found here:

<http://www.cityofvancouver.us/tbdb/page/vancouver-transportation-benefit-district>

### **Public Sources:**

**Vehicle License Fee:** Fee established by the Vancouver Transportation Benefit District collected by the Washington State Department of Licensing. Fee paid at time of vehicle license renewal. Revenues estimated at \$4.8M for 2019.

**Motor Vehicle Fuel Tax aka State Gas Tax:** Revenues total about \$3.8M per year.

**Motor Vehicle Fuel Tax (2015):** Additional fuel tax to Vancouver resulting from the gas tax increase passed by the State Legislature in July 2015, about \$500,000 per year.

**REET:** Real estate excise tax, varies per year, depending on real estate transactions.

**Bonds (debt):** Periodically the City sells bonds for transportation construction projects. Revenues to pay those debts come from several sources including gas tax, general fund, REET, and business license surcharge.

**Business License Surcharge:** Surcharge paid at the time of initial or renewal of business licenses. First \$50/employee generates around \$2.0 million annually to pay streets bond debt. An additional \$20 starting in 2018 is dedicated for street improvements on a pay as you go basis. This revenue totals about \$900K per year.

**Utility Tax:** Tax on gross receipts for city-owned utilities including water, sewer, drainage and garbage. Utility tax increase of 1.5% and all revenue resulting from future rate increases to pay the tax are dedicated for operating and capital street funding purposes. This revenue totals about \$1.5M per year.

### **Private Sources:**

**Direct Construction:** Private developers are required to build or improve on-site roadways and may also be required to make off-site improvements to comply with concurrency or SEPA impacts.

**Traffic Impact Fees (TIF):** The City maintains a TIF program (fees paid by a developer per new trip) which historically covers about 10% of the annual construction program.

**Proportionate Share Contributions:** Developer contributions toward an improvement project to meet concurrency or safety requirements.

## **Grant Programs**

### **Federal Grant Programs:**

**STBG:** Surface Transportation Block Grant funds are allocated by the SW Washington Regional Transportation Council and then, through a competitive grant process, to jurisdictions in the region.

**TAP:** Transportation Alternatives Program—provides funding for alternative modes of transportation projects (i.e. modes other than vehicles).

**CMAQ:** Congestion Mitigation and Air Quality Program funds are administered like STBG funds.

**CDBG:** Community Development Block Grant—periodically available for public street infrastructure (typically used for small sidewalk and ADA ramp improvements).

### **State Grant Programs:**

**Transportation Improvement Board (TIB):** Funded with a small portion of the state gas tax, TIB is the main source for state grant funds to state agencies. Vancouver competes with other urban jurisdictions in Washington State for funds from several TIB grant programs. For example: urban arterial; urban sidewalk; and complete street programs.

**Pedestrian and Bicycle & Safe Routes to School Grant Program.** These programs provide resources to make strategic investments that support pedestrian and bicycle improvements and improve walking/bicycle routes to schools.

**Washington Traffic Safety Commission Grant Program.** Grants awarded on an annual cycle, focusing on projects that address one or more of the top Target Zero priorities including impaired driving, speeding, young drivers, seat belts and occupant protection, distracted driving and traffic records.

The table and graphs on the next few pages show the historical and forecasted revenues and expenses for streets in the City of Vancouver.

Transportation Financial Data (including Street Funding Strategy funds\*)

|                                                 | 2013       | 2014       | 2015       | 2016       | 2017       | 2018       |
|-------------------------------------------------|------------|------------|------------|------------|------------|------------|
| STREET MAINTENANCE                              |            |            |            |            |            |            |
| Expenses                                        |            |            |            |            |            |            |
| <u>Street Maintenance (funds 102 &amp; 103)</u> |            |            |            |            |            |            |
| Pavement Management                             | 5,942,740  | 7,120,088  | 8,350,840  | 6,674,672  | 10,422,494 | 11,753,010 |
| Signs and Striping                              | 1,257,580  | 1,211,337  | 1,437,178  | 1,085,164  | 1,253,462  | 1,388,663  |
| Signals                                         | 1,145,852  | 1,239,687  | 1,433,429  | 1,453,476  | 1,673,480  | 1,659,464  |
| Street Lights                                   | 1,775,652  | 1,811,064  | 1,755,073  | 1,824,082  | 1,777,258  | 1,950,805  |
| Street Maintenance                              | 559,316    | 699,225    | 1,569,052  | 1,893,058  | 2,300,036  | 1,877,934  |
| Administration                                  | 2,693,072  | 2,774,369  | 2,402,651  | 3,133,094  | 3,661,398  | 3,531,296  |
| Traffic Engineering                             | 522,239    | 609,148    | 1,327,937  | 820,960    | 1,031,519  | 962,404    |
| Additional Right-of-Way maintenance             |            |            |            | 714,407    | 555,426    | 518,692    |
| Sidewalk Maintenance                            |            |            |            |            | 51,068     | 127,382    |
| Subtotal Street Maintenance Expenses            | 13,896,451 | 15,464,918 | 18,276,160 | 17,598,913 | 22,726,141 | 23,769,650 |
| Transportation Debt Service paid by Fund 102    | 634,303    | 632,219    | 636,378    | 638,981    | 651,144    | 648,930    |
| Transfers to Transportation Capital             | 2,507      | 301,361    | 1,039,349  | 369,532    | 344,274    | 471,845    |
| Total Street Maintenance Expenses               | 14,533,261 | 16,398,498 | 19,951,887 | 18,607,426 | 23,721,559 | 24,890,425 |
| Revenues                                        |            |            |            |            |            |            |
| <u>Street Maintenance</u>                       |            |            |            |            |            |            |
| Property Taxes                                  | 103,416    | -          | -          | -          | 451,919    | 204        |
| REET 2                                          | 2,173,822  | 2,418,940  | 3,246,532  | 3,577,691  | 3,762,613  | 3,740,188  |
| Motor Vehicle Fuel Tax                          | 3,396,802  | 3,405,241  | 3,506,747  | 3,556,557  | 3,675,935  | 4,238,774  |
| General Fund                                    | 9,822,342  | 9,845,456  | 11,763,428 | 11,763,428 | 10,988,176 | 9,307,926  |
| SFS Revenues for O&M *                          |            |            |            | 1,750,000  | 4,730,170  | 5,331,848  |
| Miscellaneous                                   | 681,715    | 1,027,435  | 1,467,393  | 1,467,032  | 1,491,578  | 2,110,271  |
| Total Street Maintenance Revenues               | 16,178,097 | 16,697,072 | 19,984,100 | 22,114,708 | 25,100,391 | 24,729,211 |

|                              |           |           |           |           |           |           |
|------------------------------|-----------|-----------|-----------|-----------|-----------|-----------|
| TRANSPORTATION DEBT          |           |           |           |           |           |           |
| Expenses                     |           |           |           |           |           |           |
| <u>Yearly Debt Service</u>   | 5,144,299 | 5,154,058 | 5,166,410 | 4,634,217 | 4,582,824 | 4,579,280 |
| Revenues                     |           |           |           |           |           |           |
| <u>Debt Service Revenues</u> |           |           |           |           |           |           |
| General Fund                 | 2,062,167 | 2,076,537 | 2,085,119 | 1,554,012 | 1,487,122 | 1,485,171 |
| Employee Surcharge           | 1,944,661 | 1,940,679 | 1,943,271 | 1,938,739 | 1,944,407 | 1,943,324 |
| Motor Vehicle Fuel Tax       | 634,303   | 632,219   | 636,378   | 638,981   | 651,144   | 648,930   |
| REET                         | 503,168   | 504,624   | 501,642   | 502,485   | 500,151   | 501,855   |
| Total Debt Service Revenues  | 5,144,299 | 5,154,059 | 5,166,410 | 4,634,217 | 4,582,824 | 4,579,280 |

|                                   |         |         |         |         |         |         |
|-----------------------------------|---------|---------|---------|---------|---------|---------|
| TRANSPORTATION ENGINEERING        |         |         |         |         |         |         |
| Expenses                          |         |         |         |         |         |         |
| <u>Transportation Engineering</u> |         |         |         |         |         |         |
| Administration                    | 38,932  | 46,722  | 13,289  | 12,756  | 51,050  | 21,662  |
| Street Design                     | 365,461 | 333,772 | 424,785 | 561,563 | 492,702 | 550,170 |
| Transportation Planning           | 26,845  | 41,419  | 59,121  | 67,746  | 25,752  | 1,208   |
| Development Review                | 214,380 | 208,425 | 269,060 | 286,298 | 251,821 | 291,135 |
| Totals Transportation Engineering | 645,618 | 630,338 | 766,255 | 928,363 | 821,325 | 864,175 |
| Revenues                          |         |         |         |         |         |         |
| <u>Transportation Engineering</u> |         |         |         |         |         |         |
| General Fund                      | 645,618 | 630,338 | 766,255 | 928,363 | 821,325 | 864,175 |

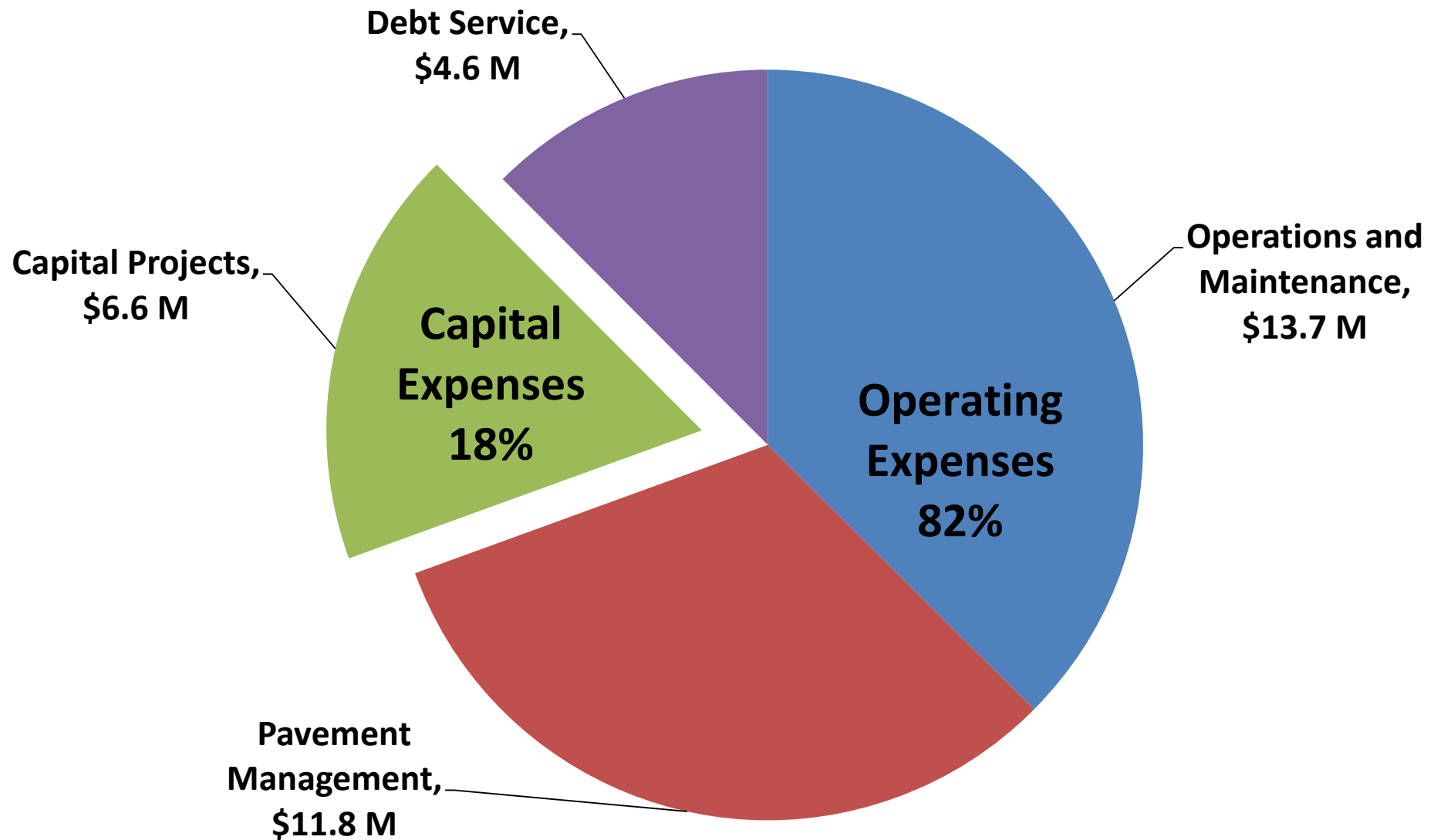
|                                        |            |           |            |           |            |           |
|----------------------------------------|------------|-----------|------------|-----------|------------|-----------|
| TRANSPORTATION CAPITAL                 |            |           |            |           |            |           |
| Expenses (funds 330 & 331)             |            |           |            |           |            |           |
| <u>Transportation Capital Expenses</u> |            |           |            |           |            |           |
| Capital Expenses                       | 18,276,550 | 6,568,516 | 11,746,438 | 4,918,878 | 17,019,355 | 6,636,538 |
| Revenues                               |            |           |            |           |            |           |
| <u>Transportation Capital Revenues</u> |            |           |            |           |            |           |
| REET                                   | 130,429    | 145,136   | 130,000    | 147,395   | 150,490    | 167,620   |
| Grants                                 | 5,559,068  | 5,408,605 | 6,441,881  | 1,567,536 | 12,612,119 | 1,289,167 |
| Developer Participation                | -          | 736,692   | 76,212     | 63,504    | 27,544     | 6,000     |
| Intergovernmental Loan Proceeds        | 1,496,000  |           |            |           |            |           |
| General Fund                           | 265,934    | 526,037   | 222,737    | 21,867    | 220,862    | 34,468    |
| Street Maintenance Fund                | 22,730     | 421,361   | 1,039,349  | 369,532   | 344,274    | 460,013   |
| Transportation Special Revenue Fund    | 74,251     | 67,256    | 23,584     | 72,444    | 337,237    | 76,656    |
| TIF Funds                              | 1,736,997  | 1,738,219 | 1,476,234  | 2,082,380 | 678,257    | 1,623,486 |
| Bond Capital Fund                      | 7,052,756  | 498,961   | 134,284    | 313,075   | 715,757    | 1,684,090 |
| SFS Revenues for Capital *             |            |           |            | -         | 821,308    | 1,811,832 |
| Miscellaneous Revenue                  | 815,752    | 444,287   | 964,301    | 520,549   | 240,146    | 201,287   |
| Total Capital Revenues                 | 17,153,917 | 9,986,554 | 10,508,582 | 5,158,282 | 16,147,994 | 7,354,619 |

\* See SFS tabular sheet for further breakdown of SFS expenses and revenues

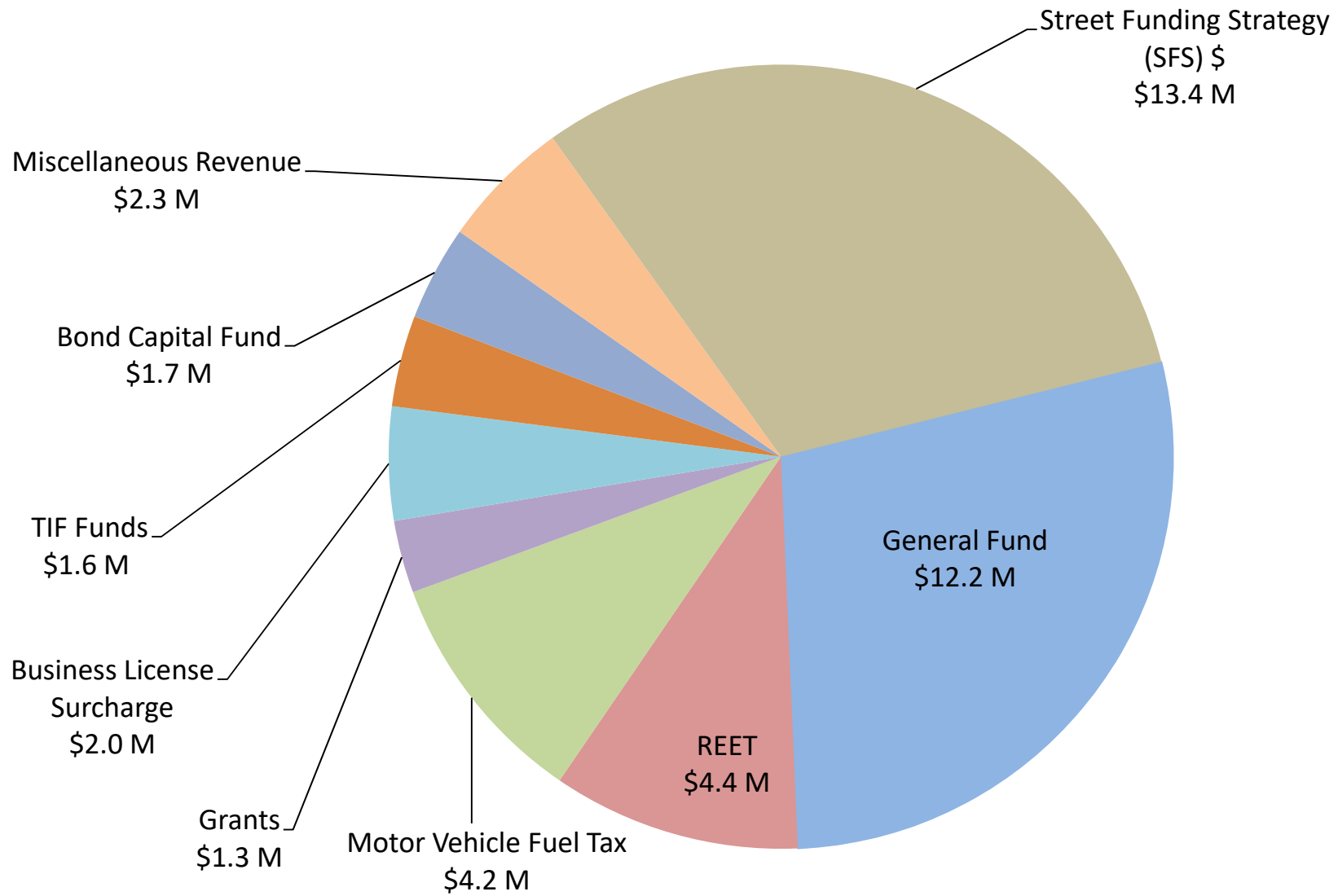


| Street Funding Strategy Tabular Financial Data      |                        |                        |                        |                           |
|-----------------------------------------------------|------------------------|------------------------|------------------------|---------------------------|
|                                                     | Actuals<br><u>2016</u> | Actuals<br><u>2017</u> | Actuals<br><u>2018</u> | Forecasted<br><u>2019</u> |
| SFS STREET MAINTENANCE                              |                        |                        |                        |                           |
| Expenses                                            |                        |                        |                        |                           |
| <u>Street Maintenance Fund 103</u>                  |                        |                        |                        |                           |
| Right of Way Maintenance                            | 714,407                | 555,426                | 518,692                | 750,000                   |
| Pavement Management                                 | 2,881                  | 3,259,688              | 9,267,579              | 7,181,096                 |
| Sidewalk Repair                                     | -                      | 51,068                 | 127,382                | 250,000                   |
| <b>Total Street Maintenance Fund 103 Expenses</b>   | <b>717,288</b>         | <b>3,866,182</b>       | <b>9,913,653</b>       | <b>8,181,096</b>          |
| Revenues                                            |                        |                        |                        |                           |
| <u>Street Maintenance Fund 103</u>                  |                        |                        |                        |                           |
| Motor Vehicle Fuel Tax (additional)                 | 488,771                | 345,738                | 480,005                | 450,000                   |
| Business License Surcharge (additional)             | 11,535                 | 459,980                | 931,620                | 880,000                   |
| Retirement of Debt Service                          | 1,000,000              | 1,000,000              | 1,000,000              | 1,400,000                 |
| TBD (Vehicle License Fee)                           |                        | 931,165                | 1,055,539              | 1,000,000                 |
| 1.5% Utility Tax                                    | -                      | 1,722,822              | 1,864,684              | 1,500,000                 |
| <b>Subtotal SFS revenues for Fund 103</b>           | <b>1,500,306</b>       | <b>4,459,705</b>       | <b>5,331,848</b>       | <b>5,230,000</b>          |
| Grants                                              |                        |                        | 600,000                | 1,668,000                 |
| Transfer from fund 102                              |                        |                        | 1,893,561              |                           |
| REET 2                                              |                        |                        | 3,740,188              |                           |
| Miscellaneous (interest, interfund, etc.)           | 2,132                  | 270,465                | 376,692                | -                         |
| <b>Total Fund 103 All Revenues</b>                  | <b>1,502,438</b>       | <b>4,730,170</b>       | <b>11,942,289</b>      | <b>5,230,000</b>          |
| SFS TRANSPORTATION CAPITAL                          |                        |                        |                        |                           |
| Expenses                                            |                        |                        |                        |                           |
| <u>Fund 331 Transportation Capital</u>              |                        |                        |                        |                           |
| Pavement Management                                 | 999,039                | -                      |                        |                           |
| Capital Projects                                    | -                      | 768,094                | 1,086,246              | 2,735,037                 |
| <b>Total Fund 331 Expenses</b>                      | <b>999,039</b>         | <b>768,094</b>         | <b>1,086,246</b>       | <b>2,735,037</b>          |
| Revenues                                            |                        |                        |                        |                           |
| <u>Fund 331</u>                                     |                        |                        |                        |                           |
| Business License Surcharge                          | 460,936                |                        |                        | 100,000                   |
| 1.5% Utility Tax                                    | 1,593,064              |                        |                        |                           |
| Transfer from fund 103                              |                        | 21,308                 | 11,832                 | 161,500                   |
| TBD (Vehicle License Fee)                           | -                      | 800,000                | 800,000                | 1,351,536                 |
| <b>Subtotal SFS revenues for Fund 331</b>           | <b>2,053,999</b>       | <b>821,308</b>         | <b>811,832</b>         | <b>1,613,036</b>          |
| Transfer from fund 102                              |                        | 287,798                | 460,013                | 578,480                   |
| Transportation Impact Fees                          |                        |                        | 126,046                | 95,000                    |
| Real Estate Excise Tax                              |                        | 150,490                | 156,811                | 130,000                   |
| Grants                                              |                        | 13,820                 | 202,861                | 88,500                    |
| Developer Participation                             |                        |                        |                        | 25,000                    |
| Miscellaneous (i.e. interest, interfund, etc.)      | (1,425)                | 12,373                 | 35,706                 |                           |
| <b>Total Fund 331 All Revenues</b>                  | <b>2,052,575</b>       | <b>1,285,789</b>       | <b>1,793,269</b>       | <b>2,530,016</b>          |
| Transportation Benefit District Fund (TBD) Fund 634 |                        |                        |                        |                           |
| Expenses                                            |                        |                        |                        |                           |
| <u>Fund 634 Expenses</u>                            | None                   |                        |                        |                           |
| Transfer to fund 103 (Streets Maintenance)          |                        | 931,165                | 1,055,539              | 1,000,000                 |
| Transfer to fund 330 (Capital Projects)             |                        |                        | 1,000,000              | 1,000,000                 |
| Transfer to fund 331 (Capital Projects)             |                        | 800,000                | 800,000                | 800,000                   |
| <b>Total Fund 634 Expenses</b>                      |                        | <b>1,731,165</b>       | <b>2,855,539</b>       | <b>2,800,000</b>          |
| Revenues                                            |                        |                        |                        |                           |
| <u>Fund 634 Revenues</u>                            |                        |                        |                        |                           |
| TBD (Vehicle License Fee)                           | 1,238,204              | 2,425,136              | 3,790,905              | 4,800,000                 |
| Miscellaneous (i.e. interest, interfund, etc.)      | 1,828                  | 9,934                  | 30,231                 | 30,000                    |
| <b>Total Fund 634 Expenses</b>                      | <b>1,240,032</b>       | <b>2,435,070</b>       | <b>3,821,136</b>       | <b>4,830,000</b>          |

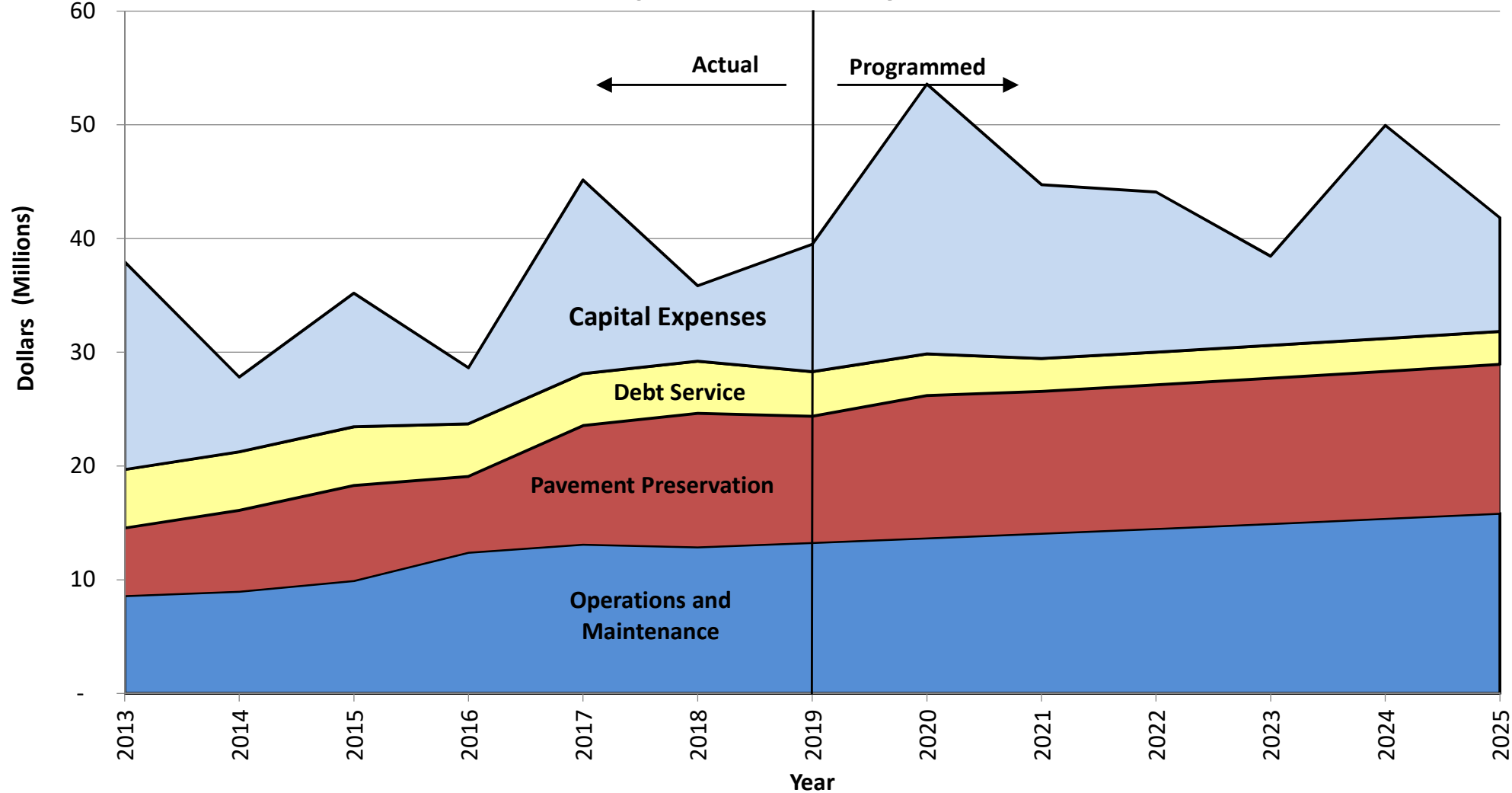
**2018 Streets Expenses Operating and Capital  
\$36.7 Million**



## 2018 Streets Revenue Operating and Capital \$43.1 Million

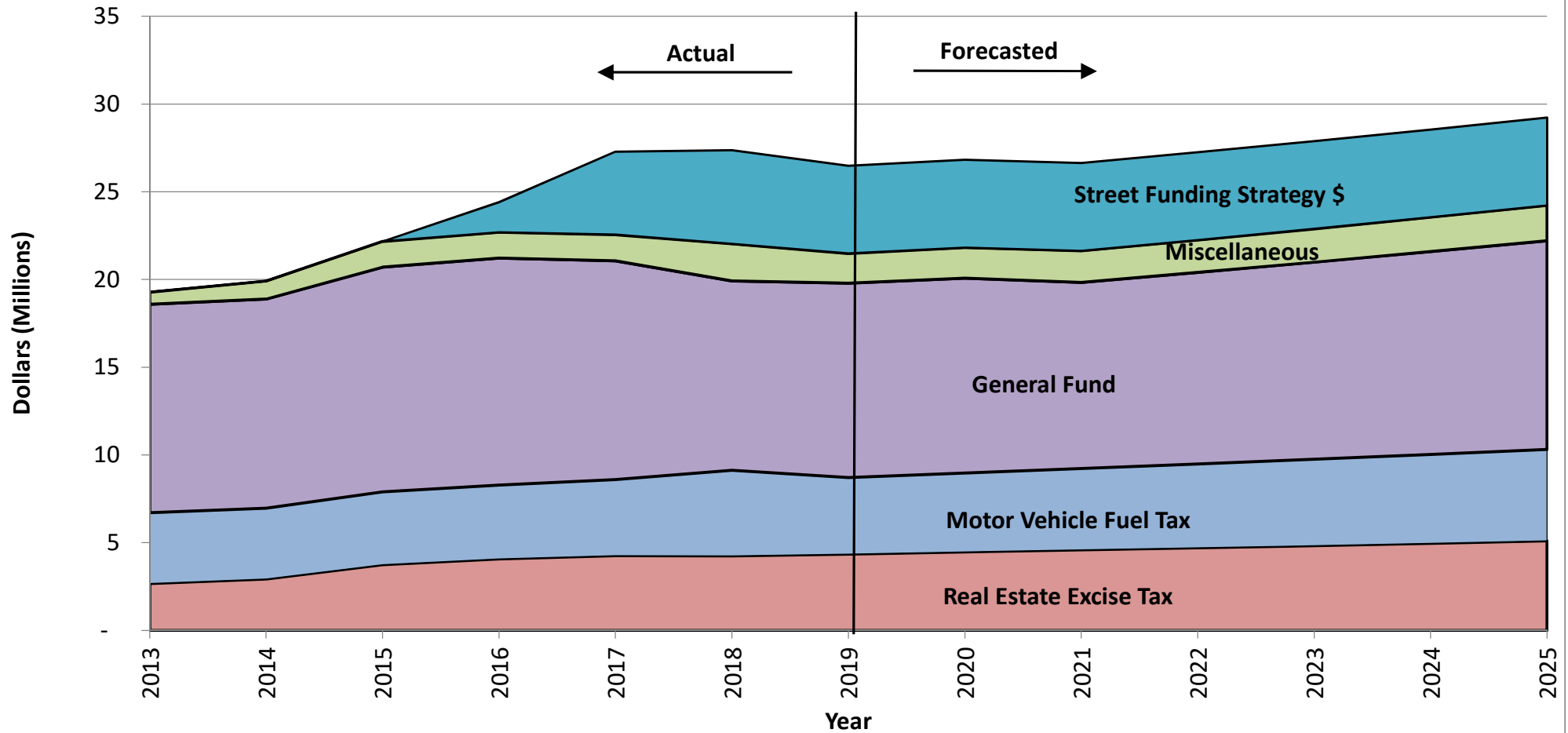


# Total Streets Expenses History and Forecasts

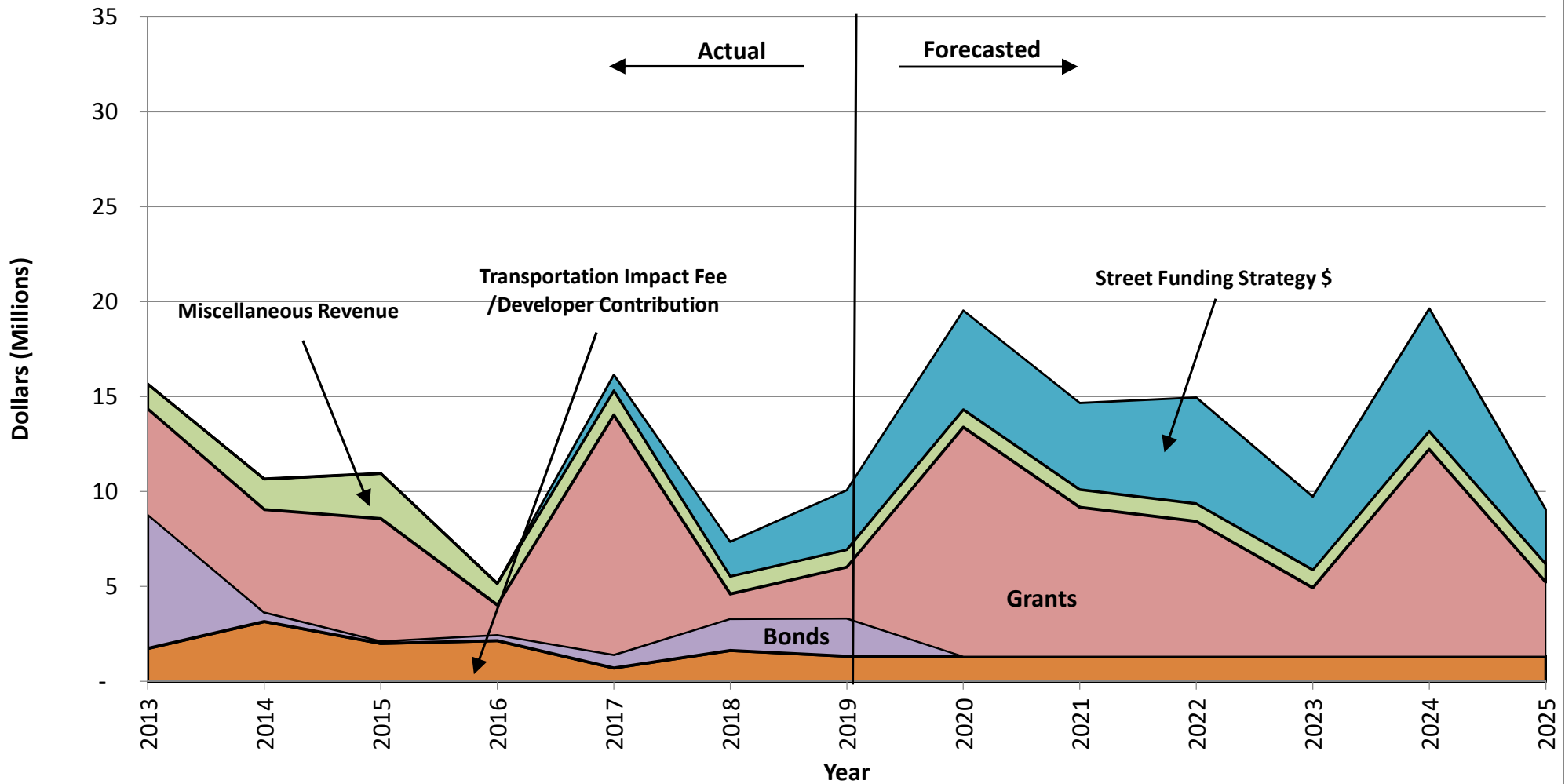




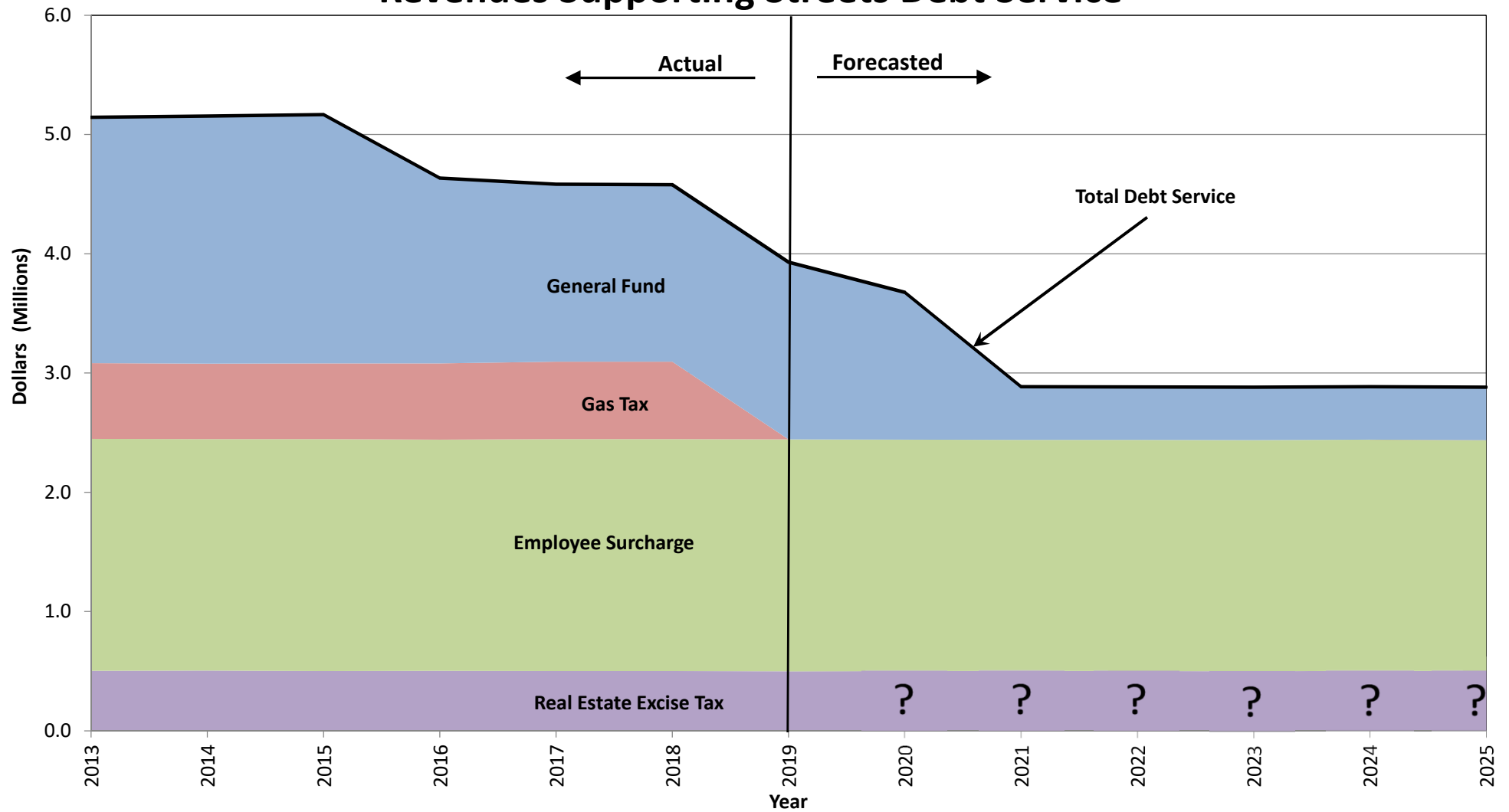
# Revenue Supporting Street Operations, Pavement Preservation, and Debt Service



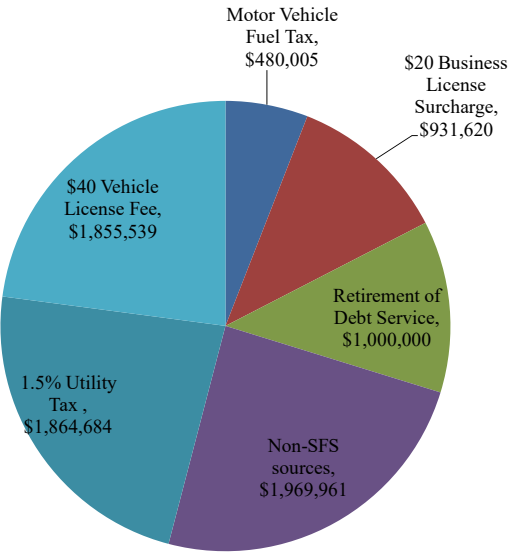
## Revenues Supporting Streets Capital Projects & Programs



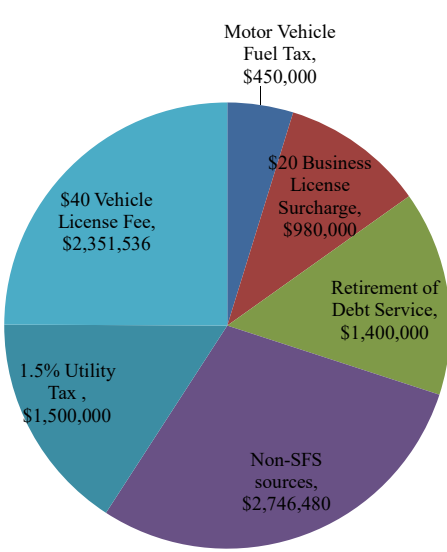
## Revenues Supporting Streets Debt Service



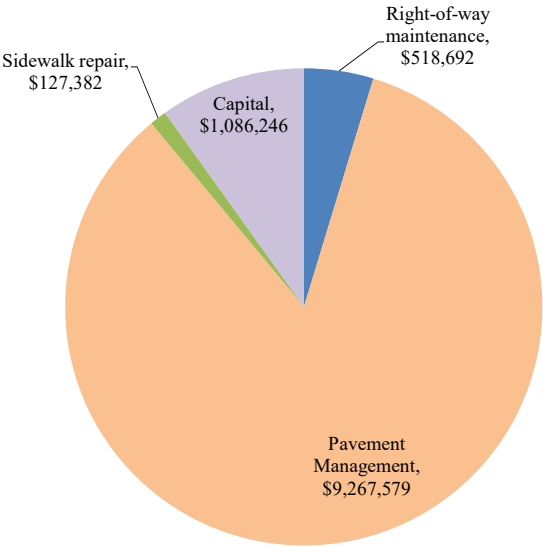
2018 Street Funding Strategy Revenues  
\$8.1 M (actuals)



2019 Street Funding Strategy Revenues  
\$7.8 M (budgeted)

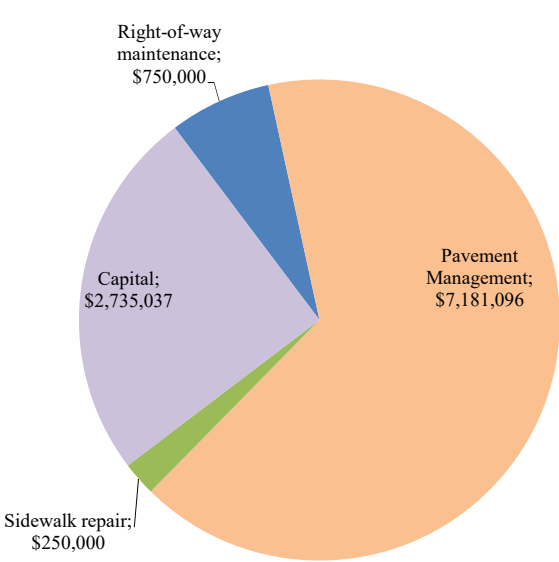


2018 Street Funding Strategy Expenses  
\$11.0 M (actuals)



In any given year there may be a surplus or deficit which either increases or decreases the fund balance accordingly.

2019 Street Funding Strategy Expenses  
\$10.9 M (budgeted)



## Six-Year Project List



This section provides an overview of the changes from the previous 6 year project list (2019-2024) to this year's 6 year project list (2020-2025). The changes are segmented by: projects removed; projects added; and other changes.

| <b>Projects Removed:</b>                                                               | <b>TIP ID:</b> | <b>Project Type:</b> | <b>Comments:</b>                                      |
|----------------------------------------------------------------------------------------|----------------|----------------------|-------------------------------------------------------|
| N.E. 18 <sup>th</sup> St–Four Seasons-NE 136 <sup>th</sup> Ave                         | TRANS-703      | Capacity             | Project was completed in 2018.                        |
| NE 136 <sup>th</sup> /137 <sup>th</sup> Ave – NE. Mill Plain to NE 28 <sup>th</sup> St | TRANS-720      | Traffic              | Project completed through neighboring project work    |
| Vancouver Waterfront Trail                                                             | TRANS-833      | Multimodal           | Project was completed in 2018.                        |
| Ft. Vancouver Way/McLoughlin Sidewalk Infill and HAWK signal                           | TRANS-835      | Multimodal           | Project was completed in 2018.                        |
| 4 <sup>th</sup> Plain & Norris Signal Improvement                                      | TRANS-841      | Traffic              | Project was completed in 2019.                        |
| W. 32nd Ave. Feasibility Study                                                         | TRANS-855      | Capacity             | Study was completed in 2018                           |
| Fourth Plain @ Caples/Wintler Intersection Improvements                                | TRANS-876      | Multimodal           | Pedestrian improvement project was completed in 2018. |

| <b>Projects Added:</b>                                    | <b>TIP ID:</b> | <b>Project Type:</b> | <b>Comments:</b>                                                                                                            |
|-----------------------------------------------------------|----------------|----------------------|-----------------------------------------------------------------------------------------------------------------------------|
| NE 68 <sup>th</sup> St Sidewalk at St. John's Rd          | TRANS-878      | Multimodal           | New sidewalk on north half in coordination with Clark County (Partially Funded)                                             |
| Columbia House Blvd. & Grove St. Signal Upgrade           | TRANS-879      | Traffic              | Signal upgrade driven by new development - at Grove St. & Columbia House Blvd.(Unfunded)                                    |
| McGillivray and Village Loop Dr.-New Signal               | TRANS-880      | Traffic              | New signal at McGillivray and Village Loops Drive.(Unfunded)                                                                |
| SE Tech Center Dr.- Complete Streets                      | TRANS-881      | Multimodal           | 2019 TIB Complete Streets Grant -Adding bike lanes, RRFB at pedestrian crossing, and video detection (Fully Funded)         |
| MacArthur Blvd & Mill Plain Bike Access Only Improvements | TRANS-882      | Multimodal           | 2019 TIB Complete Streets Grant -Project will widen southwest corner of Mill Plain Blvd. and MacArthur Blvd. (Fully Funded) |

| <b>Other Changes:</b>                                                     | <b>TIP ID:</b> | <b>Project Type:</b> | <b>Comments:</b>                                                                              |
|---------------------------------------------------------------------------|----------------|----------------------|-----------------------------------------------------------------------------------------------|
| SE 1 <sup>st</sup> St. – SE 164 <sup>th</sup> to 177 <sup>th</sup>        | TRANS-268      | Capacity             | This phase is funded. Additional \$1M provided by Developer.                                  |
| Destination Downtown TDM                                                  | TRANS-451      | Multimodal           | Project schedule moved out one year                                                           |
| NE 18 <sup>th</sup> St – 97 <sup>th</sup> Ave to NE 107 <sup>th</sup> Ave | TRANS-527      | Capacity             | Design (\$750K) moved out one year                                                            |
| Jefferson St – W Evergreen to W. Mill Plain Blvd                          | TRANS-531      | Capacity             | Moved \$800K construction budget out to 2020                                                  |
| Lieser Rd @ MacArthur St. Intersection                                    | TRANS-603      | Traffic              | Grant not received, and project now moved from partially funded to unfunded list.             |
| E. Mill Plain – 104 <sup>th</sup> to Chaklov                              | TRANS-678      | Capacity             | Project schedule moved out one year                                                           |
| Hearthwood at SE 1 <sup>st</sup> Street                                   | TRANS-724      | Traffic              | Moved out one year to 2020                                                                    |
| NE 54 <sup>th</sup> St – 15 <sup>th</sup> Ave to St. James St             | TRANS-825      | Traffic              | Signal added for NE 54 <sup>th</sup> St and St John's                                         |
| NW Neighborhood Circulation Improvements                                  | TRANS-850      | Multimodal           | Partially funded – schedule moved out to 2021                                                 |
| 112 <sup>th</sup> Ave –Chaklov to NE 9 <sup>th</sup> St                   | TRANS-852      | Multimodal           | Moved out one year to 2020                                                                    |
| Transportation System Plan (TSP) Update                                   | TRANS-854      | Multimodal           | Project budget increased from \$500K to \$1M                                                  |
| TDM Pilot (Formerly Clark College TDM)                                    | TRANS-858      | Multimodal           | Project moved from Partially Funded to Unfunded list                                          |
| Westside Bike Mobility                                                    | TRANS-861      | Multimodal           | Moved from Unfunded to Partially Funded list – Design partially funded, construction unfunded |
| McLoughlin Complete Street – Reserve                                      | TRANS-862      | Multimodal           | 2019 TIB Complete Streets Grant. Project                                                      |

City of Vancouver 6-Year Transportation Improvement Program (2020-2025)

|                                                                              |           |            |                                                                                                    |
|------------------------------------------------------------------------------|-----------|------------|----------------------------------------------------------------------------------------------------|
| to Mill Plain                                                                |           |            | adds protected bike lanes. Schedule moved out to 2020. Moved to Fully Funded list                  |
| Devine Pedestrian Improvements                                               | TRANS-871 | Multimodal | Sidewalk infill project. Grant now awarded & partially funded; schedule moved to 2020.             |
| Fourth Plain Safety Improvement Project – F St to 65 <sup>th</sup> Ave       | TRANS-872 | Multimodal | New multimodal project. Grant awarded and moved to Funded Project list. Budget adjusted to \$900K. |
| Main Street Safety Improvement Project – Fourth Plain to 39 <sup>th</sup> St | TRANS-873 | Multimodal | Moved from Unfunded to Partially Funded list                                                       |
| 5 <sup>th</sup> Street Pedestrian Improvements – Fort Vancouver to Reserve   | TRANS-874 | Multimodal | New multimodal project. Grant awarded to fund design phase. Joint effort with NPS.                 |
| Mill Plain Arrival on Green                                                  | TRANS-877 | Traffic    | Construction moved out to 2019.                                                                    |

| <b><u>Other:</u></b>                                           | <b><u>Project Type:</u></b> | <b><u>Comments:</u></b>                        |
|----------------------------------------------------------------|-----------------------------|------------------------------------------------|
| <b>Non-City Projects Added</b>                                 |                             |                                                |
| I-5 Interstate Bridge Replacement (unfunded)                   | Capacity                    | Multi-Agency                                   |
| I-5 Interstate Bridge Trunnion Project                         | Safety                      | ODOT replacement for lift section              |
| I-5 Ramp Metering                                              | Capacity                    | WSDOT                                          |
| I-5 Advance Travel Notification                                | Safety                      | WSDOT                                          |
| SR-500 Pedestrian Safety Improvements                          | Access Management           | WSDOT Access management at Falk and Stapleton. |
| SR-14 (I-205 to 162 <sup>nd</sup> Ave.) Widening (funded)      | Capacity                    | WSDOT                                          |
| Mill Plain & I-5 Interchange Improvements (2022-2025)          | Capacity/Safety             | WSDOT                                          |
| Mill Plain (Port of Vancouver to I-5) Improvements (2018-2020) | Capacity/Safety             | WSDOT                                          |
| Mill Plain BRT                                                 | Bus Rapid Transit           | New C-Tran BRT line on Mill Plain              |
| Bus on Shoulder (I-5 and I-205)                                | Capacity                    | WSDOT                                          |
| VEHOPS 3 (I-205)                                               | Capacity                    | WSDOT                                          |
| Regional Origin-Destination Study                              | Capacity                    | RTAC                                           |
| Lower River Road Trail Improvement (unfunded)                  | Multimodal                  | Port of Vancouver                              |

**Planned expenses from Street Funding Commission Report**

| Recommended Allocation of Additional Street Funding Revenues (\$ in Millions)                                                                                                                                                                                                                                                                                     |                   |                   |                   |                   |                   |                   |                   |                   |                   |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
|                                                                                                                                                                                                                                                                                                                                                                   | 2016<br>(planned) | 2017<br>(planned) | 2018<br>(planned) | 2019<br>(planned) | 2020<br>(planned) | 2021<br>(planned) | 2022<br>(planned) | 2023<br>(planned) | 2024<br>(planned) |
| Taking Care of What We Have                                                                                                                                                                                                                                                                                                                                       |                   |                   |                   |                   |                   |                   |                   |                   |                   |
| Maintain Right of Way and Increased Arterial Sweeping                                                                                                                                                                                                                                                                                                             | \$0.20            | \$0.75            | \$0.75            | \$0.75            | \$0.75            | \$0.75            | \$0.75            | \$0.75            | \$0.75            |
| Pavement Preservation                                                                                                                                                                                                                                                                                                                                             | \$1.00            | \$3.40            | \$3.60            | \$3.50            | \$3.95            | \$4.00            | \$4.00            | \$4.00            | \$4.00            |
| Pavement Reconstruction                                                                                                                                                                                                                                                                                                                                           |                   |                   |                   | \$0.50            | \$0.60            | \$1.10            | \$1.10            | \$1.10            | \$1.10            |
| Asset Replacement                                                                                                                                                                                                                                                                                                                                                 | Note 1            | \$0.20            | \$0.20            | \$0.20            | \$0.35            | \$0.40            | \$0.40            | \$0.40            | \$0.40            |
| Sidewalk Management (See note 4)                                                                                                                                                                                                                                                                                                                                  |                   | \$0.25            | \$0.25            | \$0.25            | \$0.25            | \$0.25            | \$0.25            | \$0.25            | \$0.25            |
| Improving the System                                                                                                                                                                                                                                                                                                                                              |                   |                   |                   |                   |                   |                   |                   |                   |                   |
| Mobility, Accessibility, Safety, Neighborhood Improvements (See Note 2)                                                                                                                                                                                                                                                                                           | Note 1            | \$0.60            | \$0.60            | \$0.60            | \$0.60            | \$0.70            | \$0.70            | \$0.70            | \$0.70            |
| Grant Funded Projects (See Note 3)                                                                                                                                                                                                                                                                                                                                | Note 1            | \$3.40            | \$3.50            | \$3.50            | \$3.60            | \$3.60            | \$3.60            | \$3.60            | \$3.60            |
| Note 1: Implement the 2016 Transportation Improvement Program with Existing Resources<br>Note 2: Locally funded Projects With Limited Potential to Leverage with Competitive Grants<br>Note 3: Local Dollars to Leverage with Competitive Transportation Grants<br>Note 4: Sidewalk program added in 2017 (not part of original Street Funding Commission Report) |                   |                   |                   |                   |                   |                   |                   |                   |                   |

**2019-2024 Transportation Improvement Program**

| Recommended Allocation of Additional Street Funding Revenues (\$ in Millions) |                   |                   |                   |                   |                   |                   |                   |                   |                   |
|-------------------------------------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
|                                                                               | 2016<br>(actuals) | 2017<br>(actuals) | 2018<br>(planned) | 2019<br>(planned) | 2020<br>(planned) | 2021<br>(planned) | 2022<br>(planned) | 2023<br>(planned) | 2024<br>(planned) |
| Pavement Preservation                                                         |                   |                   |                   |                   |                   |                   |                   |                   |                   |
| Pavement Preservation Program (See Trans-A-241)                               | \$1.00            | \$3.20            | \$3.60            | \$3.50            | \$3.95            | \$4.00            | \$4.00            | \$4.00            | \$4.00            |
| Pavement Reconstruction                                                       |                   |                   |                   |                   |                   |                   |                   |                   |                   |
| Pavement Reconstruction Program (See TRANS A-421)                             |                   |                   |                   | \$0.50            | \$0.60            | \$1.10            | \$1.10            | \$1.10            | \$1.10            |
| Asset Replacement                                                             |                   |                   |                   |                   |                   |                   |                   |                   |                   |
| Traffic Signal and Lighting Sustainability (See Trans-A-237)                  |                   | \$0.20            | \$0.20            | \$0.20            | \$0.35            | \$0.40            | \$0.40            | \$0.40            | \$0.40            |
| Mobility, Accessibility, Safety, Neighborhood Improvements                    |                   |                   |                   |                   |                   |                   |                   |                   |                   |
| Neighborhood Traffic Management Program (See TRANS-A-240)                     |                   | \$0.10            | \$0.10            | \$0.10            | \$0.10            | \$0.10            | \$0.10            | \$0.10            | \$0.10            |
| Multimodal Safety and Accessibility (See TRANS-A-844)                         |                   | \$0.50            | \$0.50            | \$0.50            | \$0.50            | \$0.60            | \$0.60            | \$0.60            | \$0.60            |
| Sidewalk Management                                                           |                   |                   |                   |                   |                   |                   |                   |                   |                   |
| Sidewalk Management Program (TRANS-A-859)                                     |                   | \$0.05            | \$0.25            | \$0.25            | \$0.25            | \$0.25            | \$0.25            | \$0.25            | \$0.25            |
| Grant Funded Projects                                                         |                   |                   |                   |                   |                   |                   |                   |                   |                   |
| SE 1st ST-SE 164th Ave to SE 192nd Ave (See TRANS-268)                        |                   |                   |                   |                   | \$3.00            | \$2.20            |                   |                   |                   |
| Evergreen Hwy Trail -- Image to Chelsea (See TRANS-740)                       |                   |                   | \$0.05            | \$0.15            |                   |                   | \$0.45            |                   |                   |
| Lieser Rd @ MacArthur St. Intersection (See TRANS-603)                        |                   |                   |                   |                   | \$0.38            |                   |                   |                   |                   |
| NE 137th Ave - NE 49th St to NE Fourth Plain Blvd (See TRANS-275)             |                   |                   | \$0.90            | \$1.60            | \$1.00            |                   | \$3.90            | \$1.50            |                   |
| Jefferson St W Evergreen to W Mill Plain Blvd (See TRANS-531)                 |                   |                   |                   |                   |                   |                   | \$0.40            | \$1.00            | \$2.60            |
| NW Neighborhood Circulation Improvements (See TRANS-850)                      |                   |                   |                   | \$0.10            | \$0.30            |                   |                   |                   |                   |
| Mcloughlin Complete Street Project (See TRANS-862)                            |                   |                   |                   | \$0.50            |                   |                   |                   |                   |                   |
| Fourth Plain Road Diet - I-5 to 65th Ave (See TRANS-872)                      |                   |                   |                   |                   | \$0.36            |                   |                   |                   |                   |
| Clark College TDM (See TRANS-858)                                             |                   |                   |                   |                   |                   | \$0.04            |                   |                   |                   |
| 18th Street - 142nd Ave to 162nd Ave (See TRANS-444)                          |                   |                   |                   |                   |                   |                   | \$0.50            |                   |                   |
| NE 18th St NE 97th Ave to NE 107th Ave (See Trans 527)                        |                   |                   |                   |                   |                   |                   |                   |                   | \$3.50            |
| Total Grant Funded                                                            | \$0.00            | \$0.00            | \$0.95            | \$2.35            | \$5.04            | \$2.24            | \$5.25            | \$2.50            | \$6.10            |

**Operations Activities Not Included in TIP but Included in Street Funding Recommendations**

|                                                       | 2016<br>(actuals) | 2017<br>(actuals) | 2018<br>(planned) | 2019<br>(planned) | 2020<br>(planned) | 2021<br>(planned) | 2022<br>(planned) | 2023<br>(planned) | 2024<br>(planned) |
|-------------------------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Maintain Right of Way and Increased Arterial Sweeping | \$0.72            | \$0.55            | \$0.75            | \$0.75            | \$0.75            | \$0.75            | \$0.75            | \$0.75            | \$0.75            |



## SIX-YEAR TRANSPORTATION IMPROVEMENT PROGRAM (2020-2025)

Note: All costs are in 2019 dollars. 2019 shown for reference only (6-year plan is for 2020-2025).

### FUNDED PROJECTS/PROGRAMS

|                                 |            |                                                                                                                                                                                                                                               |                   |              |                         | 2019                 | 2020                 | 2021                 | 2022                 | 2023                 | 2024                 | 2025                 |              |                    |
|---------------------------------|------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|--------------|-------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|--------------|--------------------|
| R<br>A<br>N<br>K                | Project ID | Project Name                                                                                                                                                                                                                                  | Project Type      | Funding Type | Spent to Date (04-2019) | Planned Expenditures | Planned Expenditures | Planned Expenditures | Planned Expenditures | Planned Expenditures | Planned Expenditures | Planned Expenditures | 6-Year Total | TIF Area old/new   |
| <b>FUNDED PROJECTS/PROGRAMS</b> |            |                                                                                                                                                                                                                                               |                   |              |                         |                      |                      |                      |                      |                      |                      |                      |              |                    |
|                                 |            |                                                                                                                                                                                                                                               | <b>Capacity</b>   |              |                         |                      |                      |                      |                      |                      |                      |                      |              |                    |
|                                 | TRANS-268  | <b>SE 1st St - SE 164th Ave to SE 177th Ave</b><br>Design Phase - Funded from 164th to 177th<br>Right-of-Way Phase - Funded from 164th to 177th<br>Construction Phase - Funded from 164th to 177th                                            | Capacity          | EXST \$      |                         |                      |                      | \$1,000,000          |                      |                      |                      |                      | \$1,000,000  | East City/Cascade  |
|                                 |            |                                                                                                                                                                                                                                               |                   | SFS \$       |                         |                      | \$1,000,000          | \$1,200,000          |                      |                      |                      |                      | \$2,200,000  |                    |
|                                 |            |                                                                                                                                                                                                                                               |                   | GRANT \$     |                         | \$1,000,000          | \$3,000,000          | \$1,800,000          |                      |                      |                      |                      | \$4,800,000  |                    |
|                                 |            |                                                                                                                                                                                                                                               |                   | TOTAL \$     | \$1,690,382             | \$1,000,000          | \$4,000,000          | \$4,000,000          | \$0                  | \$0                  | \$0                  | \$0                  | \$8,000,000  |                    |
|                                 | TRANS -678 | <b>E Mill Plain Blvd. - 104th Ave to Chkalov</b><br>Design Phase - Funded - Started<br>Right-of-Way Phase - Funded - Started<br>Construction Phase - Funded - Not started                                                                     | Capacity          | EXST \$      |                         | \$100,000            | \$200,000            |                      |                      |                      |                      |                      | \$200,000    | East City/Cascade  |
|                                 |            |                                                                                                                                                                                                                                               |                   | SFS \$       |                         |                      | \$600,000            |                      |                      |                      |                      |                      | \$600,000    |                    |
|                                 |            |                                                                                                                                                                                                                                               |                   | GRANT \$     |                         | \$200,000            | \$1,800,000          |                      |                      |                      |                      |                      | \$1,800,000  |                    |
|                                 |            |                                                                                                                                                                                                                                               |                   | TOTAL \$     | \$4,631,485             | \$300,000            | \$2,600,000          | \$0                  | \$0                  | \$0                  | \$0                  | \$0                  | \$2,600,000  |                    |
|                                 |            |                                                                                                                                                                                                                                               | <b>Traffic</b>    |              |                         |                      |                      |                      |                      |                      |                      |                      |              |                    |
|                                 | TRANS-853  | <b>LED Street Light Retrofit</b><br>Design Phase - Funded - Started<br>Right-of-Way Phase - Not applicable<br>Construction Phase - Funded - Not started                                                                                       | Traffic           | EXST \$      |                         | \$2,000,000          | \$2,815,000          |                      |                      |                      |                      |                      | \$2,815,000  | Vancouver/Columbia |
|                                 |            |                                                                                                                                                                                                                                               |                   | SFS \$       |                         |                      |                      |                      |                      |                      |                      |                      | \$0          |                    |
|                                 |            |                                                                                                                                                                                                                                               |                   | GRANT \$     |                         |                      |                      |                      |                      |                      |                      |                      | \$0          |                    |
|                                 |            |                                                                                                                                                                                                                                               |                   | TOTAL \$     | \$13,070                | \$2,000,000          | \$2,815,000          | \$0                  | \$0                  | \$0                  | \$0                  | \$0                  | \$2,815,000  |                    |
|                                 |            |                                                                                                                                                                                                                                               | <b>Multimodal</b> |              |                         |                      |                      |                      |                      |                      |                      |                      |              |                    |
|                                 | TRANS-451  | <b>Destination Downtown TDM</b><br>Design Phase - Funded - Started<br>Right-of-Way Phase - Not applicable<br>Construction Phase - Funded - Not started                                                                                        | Multimodal        | EXST \$      |                         |                      | \$8,000              | \$8,000              |                      |                      |                      |                      | \$16,000     | Vancouver/Columbia |
|                                 |            |                                                                                                                                                                                                                                               |                   | SFS \$       |                         |                      |                      |                      |                      |                      |                      |                      | \$0          |                    |
|                                 |            |                                                                                                                                                                                                                                               |                   | GRANT \$     |                         |                      | \$40,000             | \$40,000             |                      |                      |                      |                      | \$80,000     |                    |
|                                 |            |                                                                                                                                                                                                                                               |                   | TOTAL \$     |                         | \$0                  | \$48,000             | \$48,000             | \$0                  | \$0                  | \$0                  | \$0                  | \$96,000     |                    |
|                                 | TRANS-852  | <b>112th Avenue Sidewalk - Chkalov to 9th Street (*using \$100k from 2018 TRANS-A-844)</b><br>Design Phase - Funded - Started<br>Right-of-Way Phase - Started<br>Construction Phase - Funded - moved out to 2020                              | Multimodal        | EXST \$      |                         |                      |                      |                      |                      |                      |                      |                      | \$0          | Vancouver/Columbia |
|                                 |            |                                                                                                                                                                                                                                               |                   | SFS \$       |                         | \$0                  |                      |                      |                      |                      |                      |                      | \$0          |                    |
|                                 |            |                                                                                                                                                                                                                                               |                   | GRANT \$     |                         | \$76,000             | \$30,000             |                      |                      |                      |                      |                      | \$30,000     |                    |
|                                 |            |                                                                                                                                                                                                                                               |                   | TOTAL \$     | \$163,235               | \$76,000             | \$30,000             | \$0                  | \$0                  | \$0                  | \$0                  | \$0                  | \$30,000     |                    |
|                                 | TRANS-854  | <b>Transportation System Plan (TSP) Update</b><br>Design Phase - Funded - Started<br>Right-of-Way Phase - Not applicable<br>Construction Phase - Not applicable                                                                               | Multimodal        | EXST \$      |                         |                      | \$500,000            | \$500,000            |                      |                      |                      |                      | \$1,000,000  | Vancouver/Columbia |
|                                 |            |                                                                                                                                                                                                                                               |                   | SFS \$       |                         |                      |                      |                      |                      |                      |                      |                      | \$0          |                    |
|                                 |            |                                                                                                                                                                                                                                               |                   | GRANT \$     |                         |                      |                      |                      |                      |                      |                      |                      | \$0          |                    |
|                                 |            |                                                                                                                                                                                                                                               |                   | TOTAL \$     | \$0                     | \$0                  | \$500,000            | \$500,000            | \$0                  | \$0                  | \$0                  | \$0                  | \$1,000,000  |                    |
|                                 | Trans-862  | <b>McLoughlin Complete Street - Reserve to Mill Plain</b><br>Design Phase - Partially Funded - Not started<br>Right-of-Way Phase - Unfunded - Not started<br>Construction Phase - Unfunded - move out to 2020                                 | Multimodal        | EXST \$      |                         |                      |                      |                      |                      |                      |                      |                      | \$0          | City-wide          |
|                                 |            |                                                                                                                                                                                                                                               |                   | SFS \$       |                         |                      |                      |                      |                      |                      |                      |                      | \$0          |                    |
|                                 |            |                                                                                                                                                                                                                                               |                   | GRANT \$     |                         | \$200,000            |                      |                      |                      |                      |                      |                      | \$0          |                    |
|                                 |            |                                                                                                                                                                                                                                               |                   | TOTAL \$     | \$0                     | \$200,000            | \$0                  | \$0                  | \$0                  | \$0                  | \$0                  | \$0                  | \$0          |                    |
|                                 | Trans-872  | <b>Fourth Plain Safety Improvement Project - F St to Ft Vancouver Way</b><br>Design Phase - Funded -Not started<br>Right-of-Way Phase - Funded - Not started<br>Construction Phase - Funded - Not started                                     | Multimodal        | EXST \$      |                         |                      | \$0                  |                      |                      |                      |                      |                      | \$0          | Vancouver/Columbia |
|                                 |            |                                                                                                                                                                                                                                               |                   | SFS \$       |                         |                      | \$100,000            |                      |                      |                      |                      |                      | \$100,000    |                    |
|                                 |            |                                                                                                                                                                                                                                               |                   | GRANT \$     |                         |                      | \$800,000            |                      |                      |                      |                      |                      | \$800,000    |                    |
|                                 |            |                                                                                                                                                                                                                                               |                   | TOTAL \$     | \$0                     |                      | \$900,000            |                      |                      |                      |                      |                      | \$900,000    |                    |
|                                 | Trans-874  | <b>5th Street Pedestrian Improvements - Fort Vancouver to Reserve (TRANS-A-241 providing local match)</b><br>Design Phase - Funded - FLAP Grant<br>Right-of-Way Phase - Unfunded - Not started<br>Construction Phase - Unfunded - Not started | Multimodal        | PAVING \$    |                         | \$50,000             | \$50,000             |                      |                      |                      |                      |                      | \$50,000     | Vancouver/Columbia |
|                                 |            |                                                                                                                                                                                                                                               |                   | SFS \$       |                         |                      |                      |                      |                      |                      |                      |                      | \$0          |                    |
|                                 |            |                                                                                                                                                                                                                                               |                   | GRANT \$     |                         | \$500,000            | \$500,000            |                      |                      |                      |                      |                      | \$500,000    |                    |
|                                 |            |                                                                                                                                                                                                                                               |                   | TOTAL \$     | \$0                     | \$550,000            | \$550,000            |                      |                      |                      |                      |                      | \$550,000    |                    |
|                                 | Trans-881  | <b>SE Tech Center Dr. - Complete Streets</b><br>Design Phase - Funded -TIB Complete Streets Grant<br>Right-of-Way Phase - Unfunded - Not started<br>Construction Phase - Unfunded - Not started                                               | Multimodal        | EXST \$      |                         |                      |                      |                      |                      |                      |                      |                      | \$0          | East City/Cascade  |
|                                 |            |                                                                                                                                                                                                                                               |                   | SFS \$       |                         |                      | \$174,000            |                      |                      |                      |                      |                      | \$174,000    |                    |
|                                 |            |                                                                                                                                                                                                                                               |                   | GRANT \$     |                         |                      | \$200,000            |                      |                      |                      |                      |                      | \$200,000    |                    |
|                                 |            |                                                                                                                                                                                                                                               |                   | TOTAL \$     | \$0                     | \$0                  | \$374,000            | \$0                  | \$0                  | \$0                  | \$0                  | \$0                  | \$374,000    |                    |
|                                 | Trans-882  | <b>MacArthur Blvd. &amp; Mill Plain Bike Access Only Improvements</b><br>Design Phase - Funded -TIB Complete Streets Grant<br>Right-of-Way Phase - Unfunded - Not started                                                                     | Multimodal        | EXST \$      |                         |                      |                      |                      |                      |                      |                      |                      | \$0          | Vancouver/Columbia |
|                                 |            |                                                                                                                                                                                                                                               |                   | SFS \$       |                         |                      |                      |                      |                      |                      |                      |                      | \$0          |                    |
|                                 |            |                                                                                                                                                                                                                                               |                   | GRANT \$     |                         |                      | \$300,000            |                      |                      |                      |                      |                      | \$300,000    |                    |



SIX-YEAR TRANSPORTATION IMPROVEMENT PROGRAM  
(2020-2025)

Note: All costs are in 2019 dollars. 2019 shown for reference only (6-year plan is for 2020-2025).

FUNDED PROJECTS/PROGRAMS

| RANK                     | Project ID | Project Name                                                                                                                                                                                                  | Project Type | Funding Type | Spent to Date (04-2019) | 2019                 | 2020                 | 2021                 | 2022                 | 2023                 | 2024                 | 2025                 | 6-Year Total | TIF Area old/new   |  |
|--------------------------|------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|--------------|-------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|--------------|--------------------|--|
|                          |            |                                                                                                                                                                                                               |              |              |                         | Planned Expenditures | Planned Expenditures | Planned Expenditures | Planned Expenditures | Planned Expenditures | Planned Expenditures | Planned Expenditures |              |                    |  |
| FUNDED PROJECTS/PROGRAMS |            |                                                                                                                                                                                                               |              |              |                         |                      |                      |                      |                      |                      |                      |                      |              |                    |  |
|                          |            | Construction Phase - Unfunded - Not started                                                                                                                                                                   |              | TOTAL \$     | \$0                     | \$0                  | \$300,000            | \$0                  | \$0                  | \$0                  | \$0                  | \$0                  | \$300,000    |                    |  |
|                          |            |                                                                                                                                                                                                               | Ongoing      |              |                         | 2019                 | 2020                 | 2021                 | 2022                 | 2023                 | 2024                 | 2025                 | 6 yr total   |                    |  |
|                          | TRANS-237  | Traffic Signal and Lighting Sustainability<br>Sub projects for 2019/20 include:<br>4th Plain & St. Johns; St. James & 42nd St;<br>Columbia & 13th St                                                          | Ongoing      | EXST \$      |                         | \$215,000            | \$215,000            | \$215,000            | \$215,000            | \$215,000            | \$215,000            | \$215,000            | \$1,290,000  | City-wide          |  |
|                          |            |                                                                                                                                                                                                               |              | SFS \$       |                         | \$200,000            | \$350,000            | \$400,000            | \$400,000            | \$400,000            | \$400,000            | \$400,000            | \$2,350,000  |                    |  |
|                          |            |                                                                                                                                                                                                               |              | GRANT \$     |                         |                      |                      |                      |                      |                      |                      |                      | \$0          |                    |  |
|                          |            |                                                                                                                                                                                                               |              | TOTAL \$     | \$428,606               | \$415,000            | \$565,000            | \$615,000            | \$615,000            | \$615,000            | \$615,000            | \$615,000            | \$3,640,000  |                    |  |
|                          | TRANS-863  | Fourth Plain and St. Johns Signal Improvement Project (*funded by TRANS-237)<br>Design Phase - Funded - Not Started<br>Right-of-Way Phase - Funded - Not started<br>Construction Phase - Funded - Not started | Traffic      | EXST \$      |                         |                      |                      |                      |                      |                      |                      |                      | \$0          | Vancouver/Columbia |  |
|                          |            |                                                                                                                                                                                                               |              | SFS \$       |                         |                      |                      |                      |                      |                      |                      |                      | \$0          |                    |  |
|                          |            |                                                                                                                                                                                                               |              | GRANT \$     |                         |                      |                      |                      |                      |                      |                      |                      | \$0          |                    |  |
|                          |            |                                                                                                                                                                                                               |              | TOTAL \$     |                         | \$0                  | \$0                  | \$0                  | \$0                  | \$0                  | \$0                  | \$0                  | \$0          |                    |  |
|                          | TRANS-864  | St. James and 42nd St. Signal Improvement Project (*funded by TRANS-237)<br>Design Phase - Funded - Not Started<br>Right-of-Way Phase - Funded - Not started<br>Construction Phase - Funded - Not started     | Traffic      | EXST \$      |                         |                      |                      |                      |                      |                      |                      |                      | \$0          | Vancouver/Columbia |  |
|                          |            |                                                                                                                                                                                                               |              | SFS \$       |                         |                      |                      |                      |                      |                      |                      |                      | \$0          |                    |  |
|                          |            |                                                                                                                                                                                                               |              | GRANT \$     |                         |                      |                      |                      |                      |                      |                      |                      | \$0          |                    |  |
|                          |            |                                                                                                                                                                                                               |              | TOTAL \$     |                         | \$0                  | \$0                  | \$0                  | \$0                  | \$0                  | \$0                  | \$0                  | \$0          |                    |  |
|                          | TRANS-865  | W Columbia and 13th St. Signal Improvement Project (*funded by TRANS-237)<br>Design Phase - Funded - Not Started<br>Right-of-Way Phase - Funded - Not started<br>Construction Phase - Funded - Not started    | Traffic      | EXST \$      |                         |                      |                      |                      |                      |                      |                      |                      | \$0          | Vancouver/Columbia |  |
|                          |            |                                                                                                                                                                                                               |              | SFS \$       |                         |                      |                      |                      |                      |                      |                      |                      | \$0          |                    |  |
|                          |            |                                                                                                                                                                                                               |              | GRANT \$     |                         |                      |                      |                      |                      |                      |                      |                      | \$0          |                    |  |
|                          |            |                                                                                                                                                                                                               |              | TOTAL \$     |                         | \$0                  | \$0                  | \$0                  | \$0                  | \$0                  | \$0                  | \$0                  | \$0          |                    |  |
|                          | TRANS-240  | Neighborhood Traffic Management Program<br>Sub projects for 2019 include: RRFB and curb ramps at NW Lincoln Ave at 44th St; Speed cushions on NE 141st Ave from NE 28th to NE 39th St.                        | Ongoing      | EXST \$      |                         | \$170,000            | \$170,000            | \$170,000            | \$170,000            | \$170,000            | \$170,000            | \$170,000            | \$1,020,000  | City-wide          |  |
|                          |            |                                                                                                                                                                                                               |              | SFS \$       |                         | \$100,000            | \$100,000            | \$100,000            | \$100,000            | \$100,000            | \$100,000            | \$100,000            | \$600,000    |                    |  |
|                          |            |                                                                                                                                                                                                               |              | GRANT \$     |                         |                      |                      |                      |                      |                      |                      |                      | \$0          |                    |  |
|                          |            |                                                                                                                                                                                                               |              | TOTAL \$     |                         | \$270,000            | \$270,000            | \$270,000            | \$270,000            | \$270,000            | \$270,000            | \$270,000            | \$1,620,000  |                    |  |
|                          | TRANS-241  | Pavement Preservation Program<br>Received NHS federal grants for Mill Plain - I-5 to Grand and 164th Ave - Mill Plain to NE 18th St; also includes Main Street, 34th Street, and Columbia St. restriping.     | Ongoing      | EXST \$      |                         | \$7,099,900          | \$7,241,898          | \$7,386,736          | \$7,534,470          | \$7,685,159          | \$7,838,862          | \$7,838,862          | \$45,525,987 | City-wide          |  |
|                          |            |                                                                                                                                                                                                               |              | SFS \$       |                         | \$3,500,000          | \$3,950,000          | \$4,000,000          | \$4,000,000          | \$4,000,000          | \$4,000,000          | \$4,000,000          | \$23,950,000 |                    |  |
|                          |            |                                                                                                                                                                                                               |              | GRANT \$     |                         |                      |                      |                      |                      |                      |                      |                      | \$0          |                    |  |
|                          |            |                                                                                                                                                                                                               |              | TOTAL \$     |                         | \$10,599,900         | \$11,191,898         | \$11,386,736         | \$11,534,470         | \$11,685,159         | \$11,838,862         | \$11,838,862         | \$69,475,987 |                    |  |
|                          | TRANS-245  | Bridge Inspection Program                                                                                                                                                                                     | Ongoing      | EXST \$      |                         | \$10,000             | \$10,000             | \$10,000             | \$10,000             | \$10,000             | \$10,000             | \$10,000             | \$60,000     | City-wide          |  |
|                          |            |                                                                                                                                                                                                               |              | SFS \$       |                         |                      |                      |                      |                      |                      |                      |                      | \$0          |                    |  |
|                          |            |                                                                                                                                                                                                               |              | GRANT \$     |                         |                      |                      |                      |                      |                      |                      |                      | \$0          |                    |  |
|                          |            |                                                                                                                                                                                                               |              | TOTAL \$     |                         | \$10,000             | \$10,000             | \$10,000             | \$10,000             | \$10,000             | \$10,000             | \$10,000             | \$60,000     |                    |  |
|                          | TRANS-844  | Multimodal Safety and Accessibility<br>Sub projects for 2019 will focus on bicycle improvements, see project sheet for details.                                                                               | Ongoing      | EXST \$      |                         |                      |                      |                      |                      |                      |                      |                      | \$0          | City-wide          |  |
|                          |            |                                                                                                                                                                                                               |              | SFS \$       |                         | \$500,000            | \$500,000            | \$600,000            | \$600,000            | \$600,000            | \$600,000            | \$600,000            | \$3,500,000  |                    |  |
|                          |            |                                                                                                                                                                                                               |              | GRANT \$     |                         |                      |                      |                      |                      |                      |                      |                      | \$0          |                    |  |
|                          |            |                                                                                                                                                                                                               |              | TOTAL \$     | \$824,377               | \$500,000            | \$500,000            | \$600,000            | \$600,000            | \$600,000            | \$600,000            | \$600,000            | \$3,500,000  |                    |  |
|                          |            |                                                                                                                                                                                                               |              |              |                         |                      |                      |                      |                      |                      |                      |                      |              | 6-year Totals      |  |
|                          |            |                                                                                                                                                                                                               |              | EXST \$      | Annually =              | \$9,594,900          | \$11,159,898         | \$9,289,736          | \$7,929,470          | \$8,080,159          | \$8,233,862          | \$8,233,862          | EXST \$      | \$52,926,987       |  |
|                          |            |                                                                                                                                                                                                               |              | SFS \$       | Annually =              | \$4,300,000          | \$6,774,000          | \$6,300,000          | \$5,100,000          | \$5,100,000          | \$5,100,000          | \$5,100,000          | SFS \$       | \$33,474,000       |  |
|                          |            |                                                                                                                                                                                                               |              | GRANT \$     | Annually =              | \$1,976,000          | \$6,670,000          | \$1,840,000          | \$0                  | \$0                  | \$0                  | \$0                  | GRANT \$     | \$8,510,000        |  |
|                          |            |                                                                                                                                                                                                               |              | TOTAL \$     | Annually =              | \$15,920,900         | \$24,653,898         | \$17,429,736         | \$13,029,470         | \$13,180,159         | \$13,333,862         | \$13,333,862         | TOTAL \$     | \$94,960,987       |  |
| Non-City                 |            |                                                                                                                                                                                                               |              |              |                         |                      |                      |                      |                      |                      |                      |                      |              |                    |  |
|                          |            | I-5 Interstate Bridge Replacement (unfunded)                                                                                                                                                                  | Multi-agency |              |                         |                      |                      |                      |                      |                      |                      |                      |              |                    |  |
|                          |            | I-5 Interstate Bridge Trunnion Project                                                                                                                                                                        | ODOT         |              |                         |                      |                      |                      |                      |                      |                      |                      |              |                    |  |
|                          |            | I-5 Ramp Metering                                                                                                                                                                                             | WSDOT        |              |                         |                      |                      |                      |                      |                      |                      |                      |              |                    |  |



SIX-YEAR TRANSPORTATION IMPROVEMENT PROGRAM  
(2020-2025)

Note: All costs are in 2019 dollars. 2019 shown for reference only (6-year plan is for 2020-2025).

FUNDED PROJECTS/PROGRAMS

|                          |            |                                                                |                   |              |                         | 2019                 | 2020                 | 2021                 | 2022                 | 2023                 | 2024                 | 2025                 |              |                  |
|--------------------------|------------|----------------------------------------------------------------|-------------------|--------------|-------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|--------------|------------------|
| RANK                     | Project ID | Project Name                                                   | Project Type      | Funding Type | Spent to Date (04-2019) | Planned Expenditures | Planned Expenditures | Planned Expenditures | Planned Expenditures | Planned Expenditures | Planned Expenditures | Planned Expenditures | 6-Year Total | TIF Area old/new |
| FUNDED PROJECTS/PROGRAMS |            |                                                                |                   |              |                         |                      |                      |                      |                      |                      |                      |                      |              |                  |
|                          |            | I-5 Advance Travel Notification                                | WSDOT             |              |                         |                      |                      |                      |                      |                      |                      |                      |              |                  |
|                          |            | SR 500 Pedestrian Safety Improvements                          | WSDOT             |              |                         |                      |                      |                      |                      |                      |                      |                      |              |                  |
|                          |            | SR-14 (I-205 to 164th Ave) Widening (funded)                   | WSDOT             |              |                         |                      |                      |                      |                      |                      |                      |                      |              |                  |
|                          |            | Mill Plain & I-5 Interchange Improvements (2022-2025)          | WSDOT             |              |                         |                      |                      |                      |                      |                      |                      |                      |              |                  |
|                          |            | Mill Plain (Port of Vancouver to I-5) Improvements (2018-2020) | WSDOT             |              |                         |                      |                      |                      |                      |                      |                      |                      |              |                  |
|                          |            | Mill Plain BRT (unfunded)                                      | C-Tran            |              |                         |                      |                      |                      |                      |                      |                      |                      |              |                  |
|                          |            | Bus on Shoulder (I-5 and I-205)                                | WSDOT             |              |                         |                      |                      |                      |                      |                      |                      |                      |              |                  |
|                          |            | VEHOPS (I-205)                                                 | WSDOT             |              |                         |                      |                      |                      |                      |                      |                      |                      |              |                  |
|                          |            | Regional Origin-Destination Study                              | RTC               |              |                         |                      |                      |                      |                      |                      |                      |                      |              |                  |
|                          |            | Lower River Road Trail Improvement (unfunded)                  | Port of Vancouver |              |                         |                      |                      |                      |                      |                      |                      |                      |              |                  |

**SIX-YEAR TRANSPORTATION IMPROVEMENT PROGRAM  
(2020-2025)**

Note: All costs are in 2019 dollars. 2019 shown for reference only (6-year plan is for 2020-2025).

**PARTIALLY FUNDED PROJECTS/PROGRAMS**

| RANK                               | Project ID | Project Name                                                                                                                                                                                                                                                 | Project Type | Funding Type | Spent to Date (04-2019) | 2019                 | 2020                 | 2021                 | 2022                 | 2023                 | 2024                 | 2025                 | 6-Year Total | TIF Area old/new                          |
|------------------------------------|------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|--------------|-------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|--------------|-------------------------------------------|
|                                    |            |                                                                                                                                                                                                                                                              |              |              |                         | Planned Expenditures | Planned Expenditures | Planned Expenditures | Planned Expenditures | Planned Expenditures | Planned Expenditures | Planned Expenditures |              |                                           |
| PARTIALLY FUNDED PROJECTS/PROGRAMS |            |                                                                                                                                                                                                                                                              |              |              |                         |                      |                      |                      |                      |                      |                      |                      |              |                                           |
|                                    |            |                                                                                                                                                                                                                                                              | Capacity     |              |                         |                      |                      |                      |                      |                      |                      |                      |              |                                           |
|                                    | TRANS-275  | NE 137th Ave - NE 49th St to NE Fourth Plain Blvd<br>Design Phase - Funded - Started<br>Right-of-Way Phase - Funding uncertain - Not started<br>Construction Phase - Funding uncertain - Not started                                                         | Capacity     | EXST \$      |                         |                      |                      |                      | \$1,000,000          |                      |                      |                      | \$1,000,000  | Evergreen/Pacific                         |
|                                    |            |                                                                                                                                                                                                                                                              |              | SFS \$       |                         | \$1,600,000          | \$1,000,000          |                      | \$2,880,000          | \$1,500,000          |                      | \$5,380,000          |              |                                           |
|                                    |            |                                                                                                                                                                                                                                                              |              | GRANT \$     |                         | \$1,000,000          | \$2,000,000          |                      | \$5,820,000          | \$2,100,000          |                      | \$9,920,000          |              |                                           |
|                                    |            |                                                                                                                                                                                                                                                              |              | TOTAL \$     | \$1,640,233             | \$2,600,000          | \$3,000,000          | \$0                  | \$9,700,000          | \$3,600,000          | \$0                  | \$0                  | \$16,300,000 |                                           |
|                                    | TRANS-527  | NE 18th St - NE 97th Ave to NE 107th Avenue<br>Design Phase - Funded - Started<br>Right-of-Way Phase - Funded - Not started<br>Construction Phase - Funding uncertain - Not started                                                                          | Capacity     | EXST \$      |                         | \$2,000,000          | \$1,000,000          | \$500,000            |                      |                      | \$1,000,000          |                      | \$2,500,000  | Evergreen & E. City/<br>Pacific & Cascade |
|                                    |            |                                                                                                                                                                                                                                                              |              | SFS \$       |                         |                      |                      | \$1,000,000          |                      | \$2,500,000          |                      | \$3,500,000          |              |                                           |
|                                    |            |                                                                                                                                                                                                                                                              |              | GRANT \$     |                         |                      |                      |                      | \$7,000,000          |                      | \$7,000,000          |                      |              |                                           |
|                                    |            |                                                                                                                                                                                                                                                              |              | TOTAL \$     | \$165,977               | \$2,000,000          | \$1,000,000          | \$1,500,000          | \$0                  | \$0                  | \$10,500,000         | \$0                  | \$13,000,000 |                                           |
|                                    | TRANS-531  | Jefferson St - W Evergreen to W Mill Plain Blvd<br>Design Phase - Funded - Started<br>Right-of-Way Phase - Funded - Not started<br>Construction Phase - Funding uncertain - Not started                                                                      | Capacity     | EXST \$      |                         | \$300,000            | \$800,000            |                      |                      |                      |                      |                      | \$800,000    | Vancouver/Columbia                        |
|                                    |            |                                                                                                                                                                                                                                                              |              | SFS \$       |                         |                      |                      | \$400,000            | \$1,000,000          | \$2,600,000          |                      | \$4,000,000          |              |                                           |
|                                    |            |                                                                                                                                                                                                                                                              |              | GRANT \$     |                         |                      |                      | \$600,000            | \$1,500,000          | \$3,900,000          |                      | \$6,000,000          |              |                                           |
|                                    |            |                                                                                                                                                                                                                                                              |              | TOTAL \$     | \$178,301               | \$300,000            | \$800,000            | \$0                  | \$1,000,000          | \$2,500,000          | \$6,500,000          | \$0                  | \$10,800,000 |                                           |
|                                    | TRANS-444  | NE 18th St - NE 142nd Ave to NE 162nd Ave<br>Design Phase - Funded - Not started<br>Right-of-Way Phase - Funded - Not started<br>Construction Phase - Funding uncertain - Not started                                                                        | Capacity     | EXST \$      |                         |                      |                      |                      |                      |                      |                      |                      | \$0          | Evergreen & E. City/<br>Pacific & Cascade |
|                                    |            |                                                                                                                                                                                                                                                              |              | SFS \$       |                         |                      |                      | \$500,000            |                      |                      | \$1,500,000          | \$2,000,000          |              |                                           |
|                                    |            |                                                                                                                                                                                                                                                              |              | GRANT \$     |                         |                      |                      |                      |                      |                      | \$750,000            | \$750,000            |              |                                           |
|                                    |            |                                                                                                                                                                                                                                                              |              | TOTAL \$     | \$0                     | \$0                  | \$0                  | \$0                  | \$500,000            | \$0                  | \$0                  | \$2,250,000          | \$2,750,000  |                                           |
|                                    | TRANS-870  | SE 1st St - SE 177th Ave to SE 192nd Ave<br>Design Phase - funded by developer<br>Right-of-Way Phase - Funded by developer<br>Construction Phase - Unfunded - Not started                                                                                    | Capacity     | EXST \$      | Developer \$            |                      |                      | \$1,000,000          |                      |                      |                      |                      | \$1,000,000  | East City/Cascade                         |
|                                    |            |                                                                                                                                                                                                                                                              |              | SFS \$       |                         |                      |                      | \$2,000,000          |                      |                      | \$2,000,000          |                      |              |                                           |
|                                    |            |                                                                                                                                                                                                                                                              |              | GRANT \$     |                         |                      | \$1,000,000          | \$6,000,000          |                      |                      | \$7,000,000          |                      |              |                                           |
|                                    |            |                                                                                                                                                                                                                                                              |              | TOTAL \$     | \$0                     | \$0                  | \$1,000,000          | \$9,000,000          | \$0                  | \$0                  | \$0                  | \$0                  | \$10,000,000 |                                           |
|                                    |            |                                                                                                                                                                                                                                                              | Traffic      |              |                         |                      |                      |                      |                      |                      |                      |                      |              |                                           |
|                                    | TRANS-724  | Hearthwood & SE 1st street<br>Design Phase - Funded - Started<br>Right-of-Way Phase - Funded - Started<br>Construction Phase - Funding uncertain - Not started                                                                                               | Traffic      | EXST \$      |                         | \$150,000            | \$180,000            |                      |                      |                      |                      |                      | \$180,000    | East City/Cascade                         |
|                                    |            |                                                                                                                                                                                                                                                              |              | SFS \$       |                         |                      |                      |                      |                      |                      | \$0                  |                      |              |                                           |
|                                    |            |                                                                                                                                                                                                                                                              |              | GRANT \$     |                         |                      |                      |                      |                      |                      | \$0                  |                      |              |                                           |
|                                    |            |                                                                                                                                                                                                                                                              |              | TOTAL \$     | \$43,699                | \$150,000            | \$180,000            | \$0                  | \$0                  | \$0                  | \$0                  | \$180,000            |              |                                           |
|                                    |            |                                                                                                                                                                                                                                                              | Multimodal   |              |                         |                      |                      |                      |                      |                      |                      |                      |              |                                           |
|                                    | TRANS-740  | Evergreen Hwy Pathway -Image to Chelsea<br>Design Phase - Funded - Started<br>Right-of-Way Phase - Funded - Started<br>Construction Phase - Unfunded - Not started                                                                                           | Multimodal   | EXST \$      |                         | \$150,000            |                      |                      |                      |                      |                      |                      | \$0          | East City/Cascade                         |
|                                    |            |                                                                                                                                                                                                                                                              |              | SFS \$       |                         | \$150,000            | \$150,000            |                      | \$450,000            |                      |                      | \$600,000            |              |                                           |
|                                    |            |                                                                                                                                                                                                                                                              |              | GRANT \$     |                         |                      |                      |                      | \$675,000            |                      |                      | \$675,000            |              |                                           |
|                                    |            |                                                                                                                                                                                                                                                              |              | TOTAL \$     | \$374,899               | \$300,000            | \$150,000            | \$0                  | \$1,125,000          | \$0                  | \$0                  | \$0                  | \$1,275,000  |                                           |
|                                    | Trans-741  | Evergreen Hwy Pathway - Columbia Springs to SE 164th Ave<br>Design Phase - Partially funded by citizen group - Started<br>Right-of-Way Phase - Unfunded - Not started<br>Construction Phase - Unfunded - Not started                                         | Multimodal   | EXST \$      |                         | \$0                  |                      |                      |                      |                      |                      |                      | \$0          | East City/Cascade                         |
|                                    |            |                                                                                                                                                                                                                                                              |              | SFS \$       |                         | \$0                  |                      |                      |                      |                      | \$0                  |                      |              |                                           |
|                                    |            |                                                                                                                                                                                                                                                              |              | GRANT \$     |                         | \$0                  |                      |                      |                      |                      | \$0                  |                      |              |                                           |
|                                    |            |                                                                                                                                                                                                                                                              |              | TOTAL \$     | \$0                     | \$0                  | \$0                  | \$0                  | \$0                  | \$0                  | \$0                  | \$0                  |              |                                           |
|                                    | TRANS-843  | Evergreen Hwy Pathway -Weber Arboretum to 100th Court<br>Design Phase - Funded - Started<br>Right-of-Way Phase - Funded -Started<br>Construction Phase - Unfunded - Not started                                                                              | Multimodal   | EXST \$      |                         | \$100,000            | \$50,000             |                      |                      |                      |                      |                      | \$50,000     | East City/Cascade                         |
|                                    |            |                                                                                                                                                                                                                                                              |              | SFS \$       |                         | \$0                  |                      |                      |                      |                      | \$0                  |                      |              |                                           |
|                                    |            |                                                                                                                                                                                                                                                              |              | GRANT \$     |                         | \$0                  |                      |                      |                      |                      | \$0                  |                      |              |                                           |
|                                    |            |                                                                                                                                                                                                                                                              |              | TOTAL \$     | \$1,383,841             | \$100,000            | \$50,000             | \$0                  | \$0                  | \$0                  | \$0                  | \$0                  | \$50,000     |                                           |
|                                    | Trans-850  | NW Neighborhood Circulation Improvements - Franklin Elementary/Lincoln Sidewalks and Enhanced Pedestrian Crossing<br>Design Phase - Partially funded - Started<br>Right-of-Way Phase - Unfunded - Not started<br>Construction Phase - Unfunded - Not started | Multimodal   | EXST \$      |                         | \$90,000             |                      |                      |                      |                      |                      |                      | \$0          | Vancouver/Columbia                        |
|                                    |            |                                                                                                                                                                                                                                                              |              | SFS \$       |                         |                      | \$263,000            |                      |                      |                      | \$263,000            |                      |              |                                           |
|                                    |            |                                                                                                                                                                                                                                                              |              | GRANT \$     |                         | \$147,000            | \$1,100,000          |                      |                      |                      | \$1,100,000          |                      |              |                                           |
|                                    |            |                                                                                                                                                                                                                                                              |              | TOTAL \$     | \$47,712                | \$237,000            | \$1,363,000          | \$0                  | \$0                  | \$0                  | \$0                  | \$0                  | \$1,363,000  |                                           |
|                                    | TRANS-861  | Westside Bike Mobility<br>Design Phase - Partially Funded<br>Right-of-Way Phase - Unfunded - Not started<br>Construction Phase - Unfunded - Not started                                                                                                      | Multimodal   | EXST \$      |                         |                      |                      |                      |                      |                      |                      |                      | \$0          | Vancouver/Columbia                        |
|                                    |            |                                                                                                                                                                                                                                                              |              | SFS \$       |                         | \$100,000            |                      |                      |                      |                      | \$0                  |                      |              |                                           |
|                                    |            |                                                                                                                                                                                                                                                              |              | GRANT \$     |                         |                      |                      |                      |                      |                      | \$0                  |                      |              |                                           |
|                                    |            |                                                                                                                                                                                                                                                              |              | TOTAL \$     | \$107,654               | \$100,000            | \$0                  | \$0                  | \$0                  | \$0                  | \$0                  | \$0                  | \$0          |                                           |
|                                    | TRANS-871  | Devine Pedestrian Improvements - Mill Plain to 18th (*using \$330k from 2018 TRANS-A-844)<br>Design Phase - Funded - Not Started (+\$330K)<br>Right-of-Way Phase - Not applicable<br>Construction Phase - Not applicable-Move to 2020                        | Multimodal   | EXST \$      |                         | \$0                  |                      |                      |                      |                      |                      |                      | \$0          | Vancouver/Columbia                        |
|                                    |            |                                                                                                                                                                                                                                                              |              | SFS \$       |                         | \$0                  | \$330,000            |                      |                      |                      | \$330,000            |                      |              |                                           |
|                                    |            |                                                                                                                                                                                                                                                              |              | GRANT \$     |                         | \$0                  | \$489,000            |                      |                      |                      | \$489,000            |                      |              |                                           |
|                                    |            |                                                                                                                                                                                                                                                              |              | TOTAL \$     | \$0                     | \$0                  | \$819,000            | \$0                  | \$0                  | \$0                  | \$0                  | \$0                  | \$819,000    |                                           |



SIX-YEAR TRANSPORTATION IMPROVEMENT PROGRAM  
(2020-2025)

Note: All costs are in 2019 dollars. 2019 shown for reference only (6-year plan is for 2020-2025).

PARTIALLY FUNDED PROJECTS/PROGRAMS

| RANK                               | Project ID | Project Name                                                                                                                                                                                                   | Project Type | Funding Type | Spent to Date (04-2019) | 2019        | 2020        | 2021         | 2022         | 2023        | 2024         | 2025        | 6-Year Total | TIF Area old/new   |           |
|------------------------------------|------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|--------------|-------------------------|-------------|-------------|--------------|--------------|-------------|--------------|-------------|--------------|--------------------|-----------|
| PARTIALLY FUNDED PROJECTS/PROGRAMS |            |                                                                                                                                                                                                                |              |              |                         |             |             |              |              |             |              |             |              |                    |           |
|                                    | Trans-873  | Main Street Safety Improvements From 39th St to Hazel Dell Ave.<br>Design Phase - Partially Funded - Not started<br>Right-of-Way Phase - Unfunded - Not started<br>Construction Phase - Unfunded - Not started | Multimodal   | EXST \$      |                         | \$0         |             |              |              |             |              |             | \$0          | Vancouver/Columbia |           |
|                                    |            |                                                                                                                                                                                                                |              | SFS \$       |                         | \$0         |             |              |              |             |              |             |              |                    | \$0       |
|                                    |            |                                                                                                                                                                                                                |              | GRANT \$     |                         | \$0         |             | \$300,000    |              |             |              |             |              |                    | \$300,000 |
|                                    |            |                                                                                                                                                                                                                |              | TOTAL \$     | \$0                     | \$0         | \$300,000   | \$0          | \$0          | \$0         | \$0          | \$0         | \$300,000    |                    |           |
|                                    | Trans-878  | NE 68th St Sidewalk<br>Design Phase - Partially Funded - Not started<br>Right-of-Way Phase - Unfunded - Not started<br>Construction Phase - Unfunded - Not started                                             | Multimodal   | EXST \$      |                         | \$0         |             |              |              |             |              |             | \$0          |                    |           |
|                                    |            |                                                                                                                                                                                                                |              | SFS \$       |                         | \$125,000   |             |              |              |             |              |             | \$0          |                    |           |
|                                    | NEW        |                                                                                                                                                                                                                |              | GRANT \$     |                         | \$0         | \$400,000   |              |              |             |              |             | \$400,000    |                    |           |
|                                    |            |                                                                                                                                                                                                                |              | TOTAL \$     | \$7,270                 | \$125,000   | \$400,000   | \$0          | \$0          | \$0         | \$0          | \$0         | \$400,000    |                    |           |
|                                    |            |                                                                                                                                                                                                                | Ongoing      |              |                         |             |             |              |              |             |              |             |              |                    |           |
|                                    | TRANS-421  | Pavement Reconstruction Program                                                                                                                                                                                | Ongoing      | EXST \$      |                         |             |             |              |              |             |              |             | \$0          |                    |           |
|                                    |            |                                                                                                                                                                                                                |              | SFS \$       |                         | \$500,000   | \$600,000   | \$1,100,000  | \$1,100,000  | \$1,100,000 | \$1,100,000  | \$1,100,000 | \$6,100,000  |                    |           |
|                                    |            |                                                                                                                                                                                                                |              | GRANT \$     |                         |             |             |              |              |             |              |             | \$0          |                    |           |
|                                    |            |                                                                                                                                                                                                                |              | TOTAL \$     |                         | \$500,000   | \$600,000   | \$1,100,000  | \$1,100,000  | \$1,100,000 | \$1,100,000  | \$1,100,000 | \$6,100,000  |                    |           |
|                                    | TRANS-859  | Sidewalk Management Program                                                                                                                                                                                    | Ongoing      | EXST \$      |                         |             |             |              |              |             |              |             | \$0          |                    |           |
|                                    |            |                                                                                                                                                                                                                |              | SFS \$       |                         | \$250,000   | \$250,000   | \$250,000    | \$250,000    | \$250,000   | \$250,000    | \$250,000   | \$1,500,000  |                    |           |
|                                    |            |                                                                                                                                                                                                                |              | GRANT \$     |                         |             |             |              |              |             |              |             | \$0          |                    |           |
|                                    |            |                                                                                                                                                                                                                |              | TOTAL \$     |                         | \$250,000   | \$250,000   | \$250,000    | \$250,000    | \$250,000   | \$250,000    | \$250,000   | \$1,500,000  |                    |           |
|                                    | TRANS-860  | Project Scoping and Estimation                                                                                                                                                                                 | Ongoing      | EXST \$      |                         | \$55,000    | \$55,000    | \$55,000     | \$55,000     | \$55,000    | \$55,000     | \$55,000    | \$330,000    |                    |           |
|                                    |            |                                                                                                                                                                                                                |              | SFS \$       |                         |             |             |              |              |             |              |             | \$0          |                    |           |
|                                    |            |                                                                                                                                                                                                                |              | GRANT \$     |                         |             |             |              |              |             |              |             | \$0          |                    |           |
|                                    |            |                                                                                                                                                                                                                |              | TOTAL \$     | \$131,751               | \$55,000    | \$55,000    | \$55,000     | \$55,000     | \$55,000    | \$55,000     | \$55,000    | \$330,000    |                    |           |
|                                    |            |                                                                                                                                                                                                                |              |              |                         |             |             |              |              |             |              |             |              | 6-year Totals      |           |
|                                    |            |                                                                                                                                                                                                                |              | EXST \$      | Annually =              | \$2,845,000 | \$2,085,000 | \$1,555,000  | \$1,055,000  | \$55,000    | \$1,055,000  | \$55,000    | EXST \$      | \$5,530,000        |           |
|                                    |            |                                                                                                                                                                                                                |              | SFS \$       | Annually =              | \$2,725,000 | \$2,593,000 | \$4,350,000  | \$5,580,000  | \$3,850,000 | \$6,450,000  | \$2,850,000 | SFS \$       | \$25,673,000       |           |
|                                    |            |                                                                                                                                                                                                                |              | GRANT \$     | Annually =              | \$1,147,000 | \$4,989,000 | \$6,300,000  | \$7,095,000  | \$3,600,000 | \$10,900,000 | \$750,000   | GRANT \$     | \$33,634,000       |           |
|                                    |            |                                                                                                                                                                                                                |              | TOTAL \$     | Annually =              | \$6,662,000 | \$9,612,000 | \$12,150,000 | \$13,675,000 | \$7,450,000 | \$18,350,000 | \$3,600,000 | TOTAL \$     | \$64,837,000       |           |
|                                    |            |                                                                                                                                                                                                                |              |              |                         |             |             |              |              |             |              |             |              |                    |           |

| R<br>A<br>N<br>K           |            |                                                                                          |                |       |                           | 2018 | ↔          | 2023 |                              |                                             |
|----------------------------|------------|------------------------------------------------------------------------------------------|----------------|-------|---------------------------|------|------------|------|------------------------------|---------------------------------------------|
|                            | Project ID | Project Name                                                                             | Project Type   | Phase | Spent to Date<br>(4-1-19) |      |            |      | Scoping<br>Level<br>Estimate | TIF Area old/new                            |
| UNFUNDED PROJECTS/PROGRAMS |            |                                                                                          |                |       |                           |      |            |      |                              |                                             |
|                            |            |                                                                                          | Capacity       |       |                           |      |            |      |                              |                                             |
|                            | TRANS-274  | NE 28th St - NE 142nd Ave to NE 162nd Ave.                                               | Capacity       |       |                           |      |            |      | \$10-12 mill                 | Evergreen/Pacific                           |
|                            |            |                                                                                          | Total          |       | \$0                       | ←    | No Funding | →    |                              |                                             |
|                            | TRANS-279  | NE 49th St. - NE 122nd Ave. to NE 137th Ave.                                             | Capacity       |       |                           |      |            |      | \$9-11 mill                  | Evergreen/Pacific                           |
|                            |            |                                                                                          | Total          |       | \$0                       | ←    | No Funding | →    |                              |                                             |
|                            | TRANS-281  | NE 18th St - NE 87th Ave to NE 97th Ave                                                  | Capacity       |       |                           |      |            |      | \$14-16 mill                 | Evergreen & East City/<br>Pacific & Cascade |
|                            |            |                                                                                          | Total          |       | \$0                       | ←    | No Funding | →    |                              |                                             |
|                            | TRANS-349  | NE 18th St - NE 164th Ave to NE 192nd Ave                                                | Capacity       |       |                           |      |            |      | \$18-20 mill                 | Evergreen & East City/<br>Pacific & Cascade |
|                            |            |                                                                                          | Total          |       | \$0                       | ←    | No Funding | →    |                              |                                             |
|                            | TRANS-536  | Fruit Valley Rd - 61st St to NW 78th St                                                  | Capacity       |       |                           |      |            |      | \$46 mill                    | Vancouver/Columbia                          |
|                            |            |                                                                                          | Total          |       | \$0                       | ←    | No Funding | →    |                              |                                             |
|                            | TRANS-583  | NE 87th Ave / Lieser Rd. Realignment                                                     | Capacity       |       |                           |      |            |      | \$5-6 mill                   | Vancouver/Cascade                           |
|                            |            |                                                                                          | Total          |       | \$0                       | ←    | No Funding | →    |                              |                                             |
|                            | TRANS-607  | NE 192nd Ave - SE 1st St. to NE 18th St.                                                 | Capacity       |       |                           |      |            |      | \$20 mill                    | East City/Cascade                           |
|                            |            |                                                                                          | Total          |       | \$0                       | ←    | No Funding | →    |                              |                                             |
|                            | TRANS-680  | Columbia Shores Blvd @ Columbia Way                                                      | Capacity       |       |                           |      |            |      | \$25-30 mill                 | Vancouver/Columbia                          |
|                            |            |                                                                                          | Total          |       | \$0                       | ←    | No Funding | →    |                              |                                             |
|                            | TRANS-712  | NE 59th St - NE 147th Ave to NE 162nd Ave                                                | Capacity       |       |                           |      |            |      | \$7-9 mill                   | Evergreen/Pacific                           |
|                            |            |                                                                                          | Total          |       | \$0                       | ←    | No Funding | →    |                              |                                             |
|                            | TRANS-716  | NE 9th St - NE 172nd Ave to NE 192nd Ave                                                 | Capacity       |       |                           |      |            |      | \$10-12 mill                 | East City/Cascade                           |
|                            |            |                                                                                          | Total          |       | \$0                       | ←    | No Funding | →    |                              |                                             |
|                            | TRANS-717  | NE 182nd Ave - SE 1st St to NE 18th St                                                   | Capacity       |       |                           |      |            |      | \$12-14 mill                 | East City/Cascade                           |
|                            |            |                                                                                          | Total          |       | \$0                       | ←    | No Funding | →    |                              |                                             |
|                            | TRANS-718  | NE 162nd Ave - SE 1st St to NE 9th St                                                    | Capacity       |       |                           |      |            |      | \$11-13 mill                 | East City/Cascade                           |
|                            |            |                                                                                          | Total          |       | \$0                       | ←    | No Funding | →    |                              |                                             |
|                            | TRANS-719  | NE 112th Ave - E Mill Plain Blvd. to NE 28th St                                          | Capacity       |       |                           |      |            |      | \$2-3 mill                   | East City/Cascade                           |
|                            |            |                                                                                          | Total          |       | \$0                       | ←    | No Funding | →    |                              |                                             |
|                            | TRANS-816  | NW 32nd Ave - SR501 to Whitney                                                           | Capacity       |       |                           |      |            |      | \$52 mill                    | Vancouver/Columbia                          |
|                            |            |                                                                                          | Total          |       | \$0                       | ←    | No Funding | →    |                              |                                             |
|                            | TRANS-825  | NE 54th St - 15th Avenue to St. James Street                                             | Capacity       |       |                           |      |            |      | \$14 mill                    | Vancouver/Columbia                          |
|                            |            |                                                                                          | Total          |       | \$0                       | ←    | No Funding | →    |                              |                                             |
|                            | TRANS-826  | NE 104th Avenue - Mill Plain Blvd. to 14th Street                                        | Capacity       |       |                           |      |            |      | \$10-12 mill                 | East City/Cascade                           |
|                            |            |                                                                                          | Total          |       | \$0                       | ←    | No Funding | →    |                              |                                             |
|                            | TRANS-827  | NE 104th Avenue - 14th Street to 18th Street                                             | Capacity       |       |                           |      |            |      | \$10-12 mill                 | East City/Cascade                           |
|                            |            |                                                                                          | Total          |       | \$0                       | ←    | No Funding | →    |                              |                                             |
|                            | TRANS-834  | NE 9th St. - Broadway to "C"                                                             | Capacity       |       |                           |      |            |      | \$2-3 mill                   | Vancouver/Columbia                          |
|                            |            |                                                                                          | Total          |       | \$0                       | ←    | No Funding | →    |                              |                                             |
|                            |            |                                                                                          | Traffic        |       |                           |      |            |      |                              |                                             |
|                            | TRANS-363  | SE 136th Ave. and SE 7th St.                                                             | Traffic        | PSE   | \$0                       |      |            |      | \$0.2-0.5 mill               | East City/Cascade                           |
|                            |            |                                                                                          | Total          |       | \$0                       | ←    | No Funding | →    |                              |                                             |
|                            | TRANS-603  | Lieser RD. @ MacArthur St. Intersection                                                  | Traffic        | PSE   | \$0                       |      |            |      | \$3.5 mill                   | Vancouver/Columbia                          |
|                            |            |                                                                                          | Total          |       | \$0                       | ←    | No Funding | →    |                              |                                             |
|                            | TRANS-722  | St Johns Blvd. @ NE 68th St                                                              | Traffic        | PSE   | \$0                       |      |            |      | \$0.5-1 mill                 | Vancouver/Columbia                          |
|                            |            |                                                                                          | Total          |       | \$0                       | ←    | No Funding | →    |                              |                                             |
|                            | TRANS-723  | SE 20th St @ SE 176th Ave                                                                | Traffic        | PSE   | \$0                       |      |            |      | \$0.5-1 mill                 | East City/Cascade                           |
|                            |            |                                                                                          | Total          |       | \$0                       | ←    | No Funding | →    |                              |                                             |
|                            | TRANS-746  | SE McGillvray Blvd. @ 166th Ave                                                          | Traffic        | PSE   | \$0                       |      |            |      | \$1M                         | East City/Cascade                           |
|                            |            |                                                                                          | Total          |       | \$0                       | ←    | No Funding | →    |                              |                                             |
|                            | TRANS-818  | NE Burton/28th Street - NE Andresen Rd to NE 138th Ave                                   | Traffic        | PSE   | \$0                       |      |            |      | \$1-2 mill                   | Evergreen/Pacific                           |
|                            |            |                                                                                          | Total          |       | \$0                       | ←    | No Funding | →    |                              |                                             |
|                            | TRANS-819  | NW Fruit Valley Rd @ La Frambois                                                         | Traffic        | PSE   | \$0                       |      |            |      | \$0.5-1 mill                 | Vancouver/Columbia                          |
|                            |            |                                                                                          | Total          |       | \$0                       | ←    | No Funding | →    |                              |                                             |
|                            | TRANS-839  | 152nd Avenue & 4th Plain Blvd. Signal                                                    | Traffic        | PSE   | \$0                       |      |            |      | \$0.5-1 mill                 | Evergreen/Pacific                           |
|                            |            |                                                                                          | Total          |       | \$0                       | ←    | No Funding | →    |                              |                                             |
|                            | TRANS-847  | 164th Avenue & Mill Plain intersection improvements                                      | Traffic        | PSE   | \$0                       |      |            |      | \$0.5-1 mill                 | East City/Cascade                           |
|                            |            |                                                                                          | Total          |       | \$0                       | ←    | No Funding | →    |                              |                                             |
|                            | TRANS-848  | 164th Avenue & SE 12th Street intersection improvements                                  | Traffic        | PSE   | \$0                       |      |            |      | \$0.5-1 mill                 | East City/Cascade                           |
|                            |            |                                                                                          | Total          |       | \$0                       | ←    | No Funding | →    |                              |                                             |
|                            | TRANS-851  | 192nd Avenue & NE 13th Street intersection improvements                                  | Traffic        | PSE   | \$0                       |      |            |      | \$0.3-0.5 mill               | East City/Cascade                           |
|                            |            |                                                                                          | Total          |       | \$0                       | ←    | No Funding | →    |                              |                                             |
|                            | TRANS-856  | NE 18th Street and 172nd Avenue Intersection Improvements                                | Traffic        | PSE   | \$0                       |      |            |      | \$0.3-0.5 mill               | East City/Cascade                           |
|                            |            |                                                                                          | Total          |       | \$0                       | ←    | No Funding | →    |                              |                                             |
|                            | TRANS-866  | W Fourth Plain and Franklin Signal                                                       | Traffic        | PSE   | \$0                       |      |            |      | \$0.3-0.5 mill               | Citywide                                    |
|                            |            |                                                                                          | Total          |       | \$0                       | ←    | No Funding | →    |                              |                                             |
|                            | TRANS-867  | NE 162nd and NE 34th Signal                                                              | Traffic        | PSE   | \$0                       |      |            |      | \$0.3-0.5 mill               | Citywide                                    |
|                            |            |                                                                                          | Total          |       | \$0                       | ←    | No Funding | →    |                              |                                             |
|                            | TRANS-868  | St. Johns and Fort Vancouver Way Intersection Improvements                               | Traffic        | PSE   | \$0                       |      |            |      | \$0.3-0.5 mill               | Citywide                                    |
|                            |            |                                                                                          | Total          |       | \$0                       | ←    | No Funding | →    |                              |                                             |
|                            | TRANS-869  | Annual Street Light Program                                                              | Traffic        | PSE   | \$0                       |      |            |      |                              | Citywide                                    |
|                            |            |                                                                                          | Total          |       | \$0                       | ←    | No Funding | →    |                              |                                             |
| NEW                        | TRANS-879  | Columbia House Blvd and Grove St. Signal Upgrade                                         | Traffic        | PSE   | \$0                       |      |            |      | \$0.3-0.5 mill               | Vancouver/Columbia                          |
|                            |            |                                                                                          | Total          |       | \$0                       | ←    | No Funding | →    |                              |                                             |
| NEW                        | TRANS-880  | McGillivray and Village Loop Drive                                                       | Traffic        | PSE   | \$0                       |      |            |      | \$0.3-0.5 mill               | East City/Cascade                           |
|                            |            |                                                                                          | Total          |       | \$0                       | ←    | No Funding | →    |                              |                                             |
|                            |            |                                                                                          | Multimodal     |       |                           |      |            |      |                              |                                             |
|                            | TRANS-258  | E. Fourth Plain Blvd. - Ft Vancouver Way to NE Andresen Rd.                              | Multimodal     | PSE   | \$0                       |      |            |      | \$2-3 mill                   | Vancouver/Columbia                          |
|                            |            |                                                                                          | Total          |       | \$0                       | ←    | No Funding | →    |                              |                                             |
|                            | TRANS-495  | Main St Reconstruction - 5th St to 15th Street                                           | Multimodal     | PSE   | \$0                       |      |            |      | \$11-13 mill                 | Vancouver/Columbia                          |
|                            |            |                                                                                          | Total          |       | \$0                       | ←    | No Funding | →    |                              |                                             |
|                            | TRANS-742  | Evergreen Hwy Pathway - SE 164th Ave to E. city limits                                   | Multimodal     | PSE   | \$0                       |      |            |      | \$7 mill                     | East City/Cascade                           |
|                            |            |                                                                                          | Total          |       | \$0                       | ←    | No Funding | →    |                              |                                             |
|                            | TRANS-857  | SE 10th Street Sidewalks - 98th Avenue to Ellsworth Road                                 | Multimodal     | PSE   | \$0                       |      |            |      | \$1-2 mill                   | Evergreen/Pacific                           |
|                            |            |                                                                                          | Total          |       | \$0                       | ←    | No Funding | →    |                              |                                             |
|                            | TRANS-873  | Main Street Safety Improvement Project - Fourth Plain Blvd to 39th St                    | Multimodal     | PSE   | \$0                       |      |            |      | \$0.5-1 mill                 | Vancouver/Columbia                          |
|                            |            |                                                                                          | Total          |       | \$0                       | ←    | No Funding | →    |                              |                                             |
|                            | TRANS-858  | (Clark College) TDM Pilots                                                               | Multimodal     | PSE   | \$0                       |      |            |      | \$.3 mil                     | Vancouver/Columbia                          |
|                            |            |                                                                                          | Total          |       | \$0                       | ←    | No Funding | →    |                              |                                             |
|                            |            |                                                                                          | Other          |       |                           |      |            |      |                              |                                             |
|                            | TRANS-836  | Evergreen Blvd. Bridge over Blandford                                                    | Safety         | PSE   | \$0                       |      |            |      | \$15-20 mill                 | Vancouver/Columbia                          |
|                            |            |                                                                                          | Total          |       | \$0                       | ←    | No Funding | →    |                              |                                             |
|                            | TRANS-838  | Evergreen Highway Pavement Project<br>(Scope and extent of this project is under review) | Reconstruction | PSE   | \$0                       |      |            |      | \$40-50 mill                 | East City/Cascade                           |
|                            |            |                                                                                          | Total          |       | \$0                       | ←    | No Funding | →    |                              |                                             |





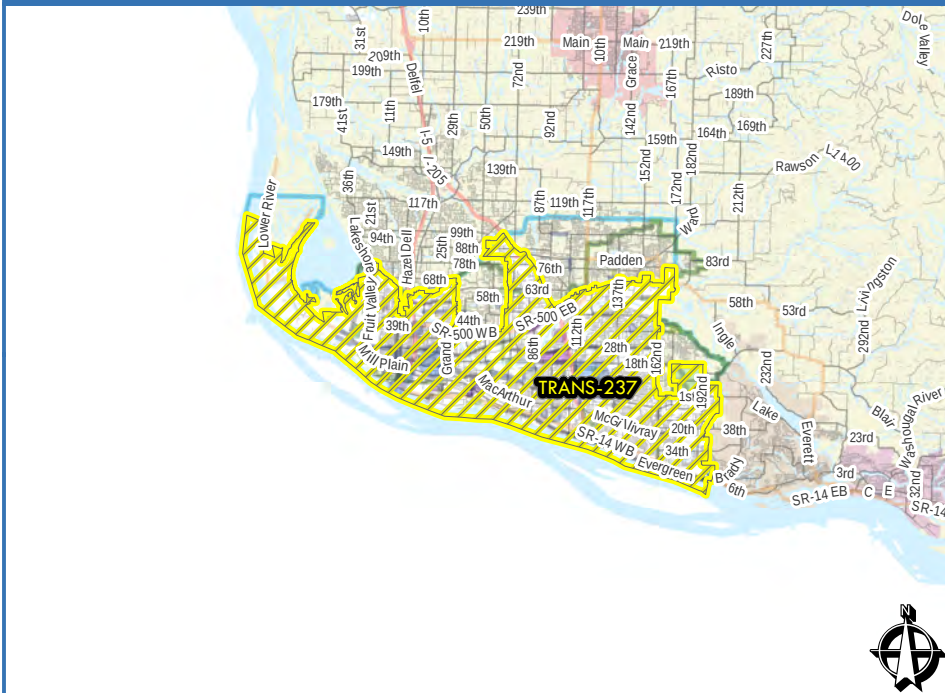


# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **TRAFFIC SIGNAL SUSTAINABILITY**

PROJECT EXTENT: **CITYWIDE**

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                |
|---------------------------------|----------------|
| <b>Program/Discipline Type:</b> | Transportation |
| <b>Project Type:</b>            | Ongoing        |
| <b>Project Status:</b>          | Ongoing        |
| <b>Funding Status:</b>          | Funded         |

## PROJECT DESCRIPTION

### Project Description / Comments

Ongoing updating of traffic signals at locations throughout the City. Updates may include but are not limited to adding left-turn phasing, signal heads, pedestrian push-button and detectors, as well as removing a type of operation, changing detector setup or making other improvements. Sub projects for 2019 include: 4th Plain and St. Johns Accessible Pedestrian Signal Upgrade (Trans-863); St. James and 42nd St. Signal (Trans-864); and Columbia and 13th St. Signal (Trans-865). Program is budgeted for \$565,000 to \$615,000 annually.

## LEGEND

|  |                              |  |                       |  |               |
|--|------------------------------|--|-----------------------|--|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |  |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |         |
|---------------------------------------|---------|
| <b>Funding Status:</b>                | Funded  |
| <b>Existing Funds:</b>                | Yes     |
| <b>SFS Funds:</b>                     | Yes     |
| <b>Grant Funds:</b>                   | No      |
| <b>Total Proj. Cost:</b>              |         |
| <b>*Start of Construction (Year):</b> | Ongoing |

\*All project timing will be dependent on coordination with other departments including streets, pavement management, sewer, water and surface water.



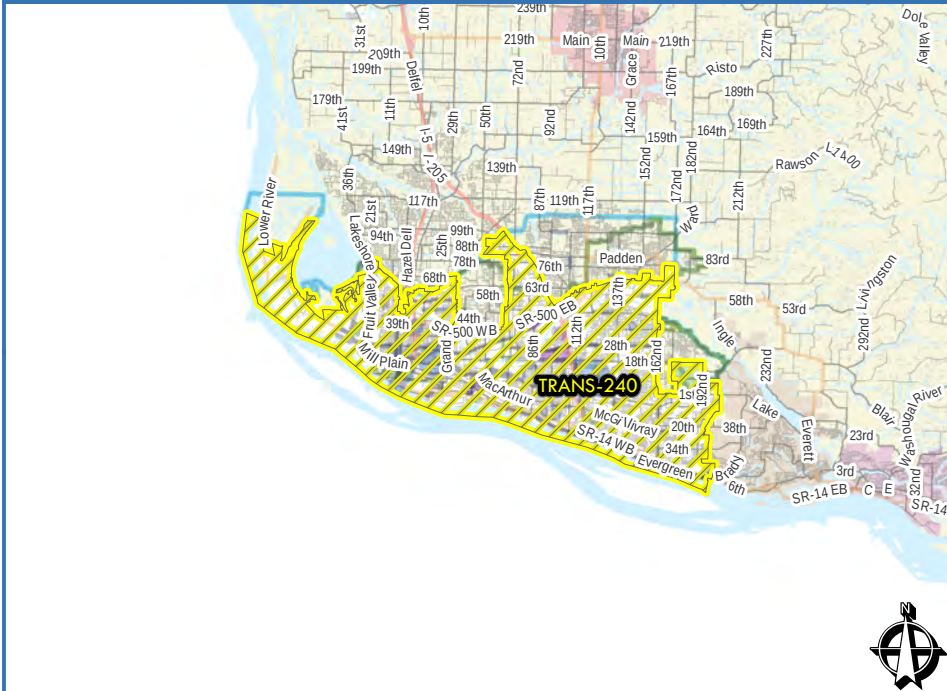


# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **NEIGHBORHOOD TRAFFIC MANAGEMENT**

PROJECT EXTENT: **CITYWIDE**

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                |
|---------------------------------|----------------|
| <b>Program/Discipline Type:</b> | Transportation |
| <b>Project Type:</b>            | Ongoing        |
| <b>Project Status:</b>          | Ongoing        |
| <b>Funding Status:</b>          | Funded         |

## PROJECT DESCRIPTION

### Project Description / Comments

Ongoing projects through the Neighborhood Traffic Management Program to provide for traffic calming and control. These include projects that increase education/awareness aimed at reducing speeds, as well as projects that address pedestrian/bicycle safety, sight restrictions, parking and other issues, for neighborhood livability and mobility. Sub projects for 2019 include: •NW Lincoln Avenue at NW 44th Street: RFB and curb ramps and •NE 141st Avenue from NE 28th Street to NE 39th Street – speed cushions. Program is budgeted for \$270,000 annually.

## LEGEND

|  |                              |  |                       |  |               |
|--|------------------------------|--|-----------------------|--|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |  |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |         |
|---------------------------------------|---------|
| <b>Funding Status:</b>                | Funded  |
| <b>Existing Funds:</b>                | Yes     |
| <b>SFS Funds:</b>                     | Yes     |
| <b>Grant Funds:</b>                   | No      |
| <b>Total Proj. Cost:</b>              |         |
| <b>*Start of Construction (Year):</b> | Ongoing |

\*All project timing will be dependent on coordination with other departments including streets, pavement management, sewer, water and surface water.

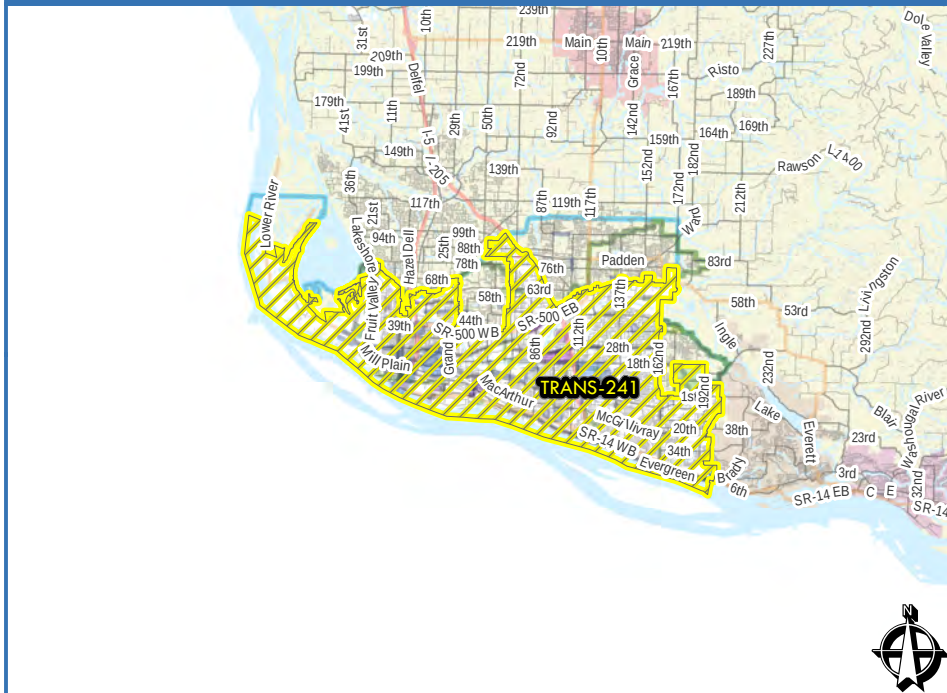


# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **PAVEMENT PRESERVATION PROGRAM**

PROJECT EXTENT: **CITYWIDE**

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                |
|---------------------------------|----------------|
| <b>Program/Discipline Type:</b> | Transportation |
| <b>Project Type:</b>            | Ongoing        |
| <b>Project Status:</b>          | Ongoing        |
| <b>Funding Status:</b>          | Funded         |

## PROJECT DESCRIPTION

### Project Description / Comments

Ongoing effort to improve and maintain pavement surfaces through surface overlay, microsurfacing and slurry treatments at multiple locations citywide. Upgrades may include new ADA ramps, traffic striping and markings. The City of Vancouver's more than 1,900 lane miles of streets are carefully inspected and evaluated to determine most cost-effective means to preserve pavement and manage resources. We've received NHS federal grants for 2019 projects Mill Plain - Ft. Vancouver Way to Grand; and SE 164th Ave/SE 162nd Ave - Mill Plain to NE 18th St. Program is budgeted at \$11 - \$12 million annually.

## LEGEND

|  |                              |  |                       |  |               |
|--|------------------------------|--|-----------------------|--|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |  |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |         |
|---------------------------------------|---------|
| <b>Funding Status:</b>                | Funded  |
| <b>Existing Funds:</b>                | Yes     |
| <b>SFS Funds:</b>                     | Yes     |
| <b>Grant Funds:</b>                   | No      |
| <b>Total Proj. Cost:</b>              |         |
| <b>*Start of Construction (Year):</b> | Ongoing |

\*All project timing will be dependent on coordination with other departments including streets, pavement management, sewer, water and surface water.

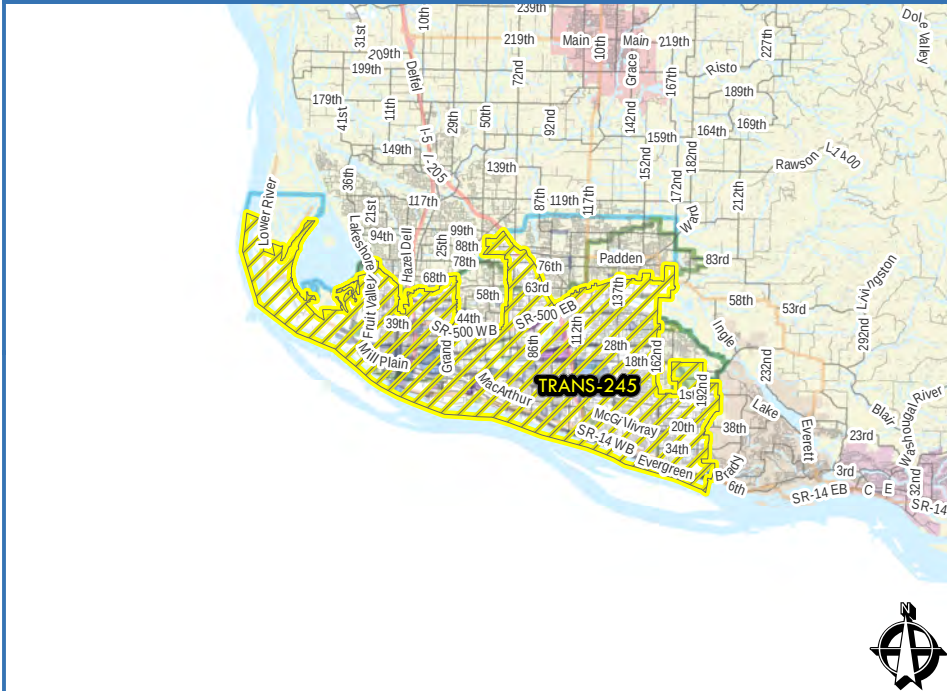


# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **BRIDGE INSPECTION PROGRAM**

## PROJECT EXTENT: CITY-OWNED BRIDGES CITYWIDE

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                |
|---------------------------------|----------------|
| <b>Program/Discipline Type:</b> | Transportation |
| <b>Project Type:</b>            | Ongoing        |
| <b>Project Status:</b>          | Ongoing        |
| <b>Funding Status:</b>          | Funded         |

## PROJECT DESCRIPTION

### Project Description / Comments

Ongoing citywide inspection and maintenance of the City's bridges, as required to meet state and federal regulations. This program is budgeted at \$10,000 annually.

## LEGEND

|                                                                                     |                              |                                                                                     |                       |                                                                                     |               |
|-------------------------------------------------------------------------------------|------------------------------|-------------------------------------------------------------------------------------|-----------------------|-------------------------------------------------------------------------------------|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |                                                                                     |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |         |
|---------------------------------------|---------|
| Funding Status:                       | Funded  |
| Existing Funds:                       | Yes     |
| SFS Funds:                            | No      |
| Grant Funds:                          | No      |
| <b>Total Proj. Cost:</b>              |         |
| <b>*Start of Construction (Year):</b> | Ongoing |





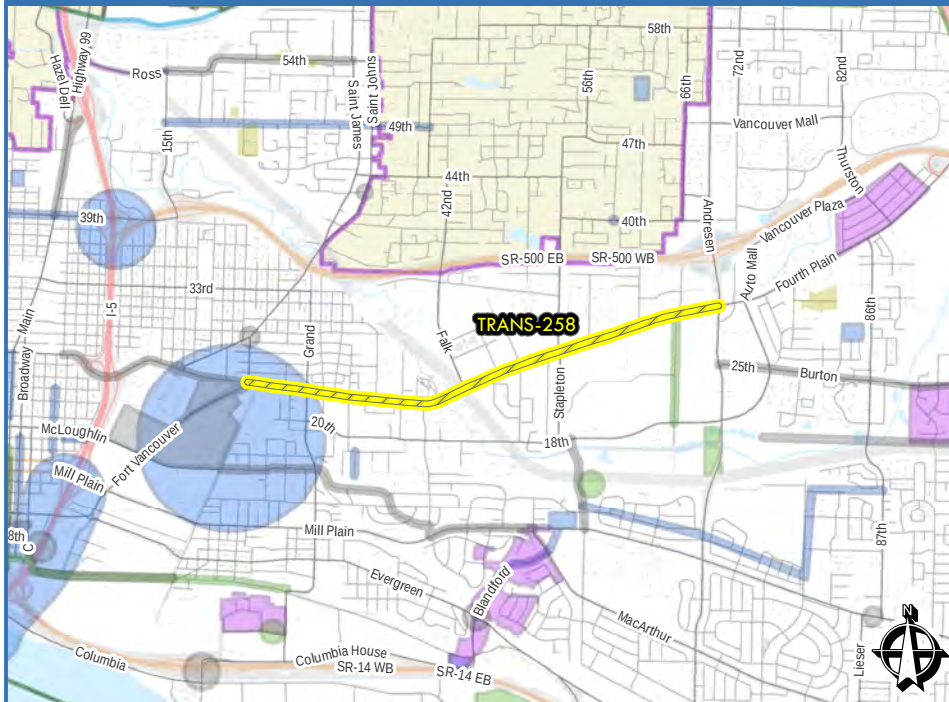
# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **E. FOURTH PLAIN BLVD. - FT VANCOUVER WAY TO NE ANDRESEN RD.**

PROJECT EXTENT: **FT VANCOUVER WAY**

**TO: NE ANDRESEN RD**

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                |
|---------------------------------|----------------|
| <b>Program/Discipline Type:</b> | Transportation |
| <b>Project Type:</b>            | Enhancement    |
| <b>Project Status:</b>          | Future         |
| <b>Funding Status:</b>          | Unfunded       |

## PROJECT DESCRIPTION

### Project Description / Comments

This project will improve safety and aesthetics by upgrading sidewalks and street lights in Fourth Plain Sub-Area Plan. Improvements identified as safety priority include wider sidewalks, upgraded street lights and street trees.

## LEGEND

|  |                              |  |                       |  |               |
|--|------------------------------|--|-----------------------|--|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |  |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                       |
|---------------------------------------|-----------------------|
| <b>Funding Status:</b>                | Unfunded              |
| <b>Existing Funds:</b>                | N/A                   |
| <b>SFS Funds:</b>                     | N/A                   |
| <b>Grant Funds:</b>                   | N/A                   |
| <b>Total Proj. Cost:</b>              | <b>\$2,000,000.00</b> |
| <b>*Start of Construction (Year):</b> | Unknown               |



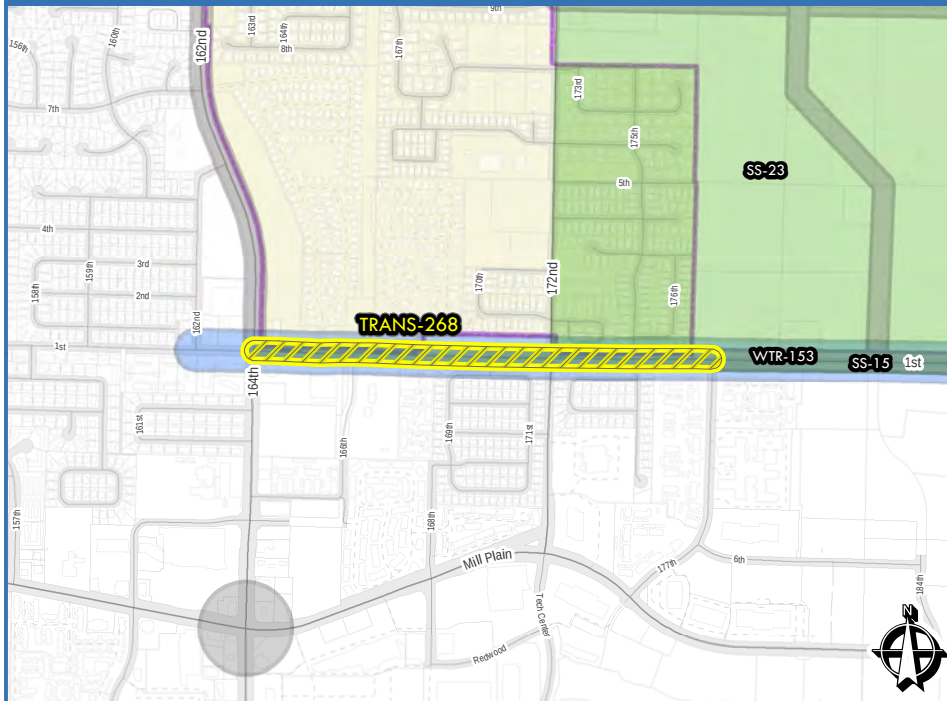
# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **SE 1ST ST - SE 164TH AVE TO SE 177TH AVE**

PROJECT EXTENT: **SE 164TH AVE**

TO: **SE 177TH AVE**

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                |
|---------------------------------|----------------|
| <b>Program/Discipline Type:</b> | Transportation |
| <b>Project Type:</b>            | Capacity       |
| <b>Project Status:</b>          | In Design      |
| <b>Funding Status:</b>          | Funded         |

## PROJECT DESCRIPTION

### Project Description / Comments

Urban arterial upgrade of existing 2-lane rural road, to increase safety, mobility and livability, and meet future subarea needs. New cross section to be 3 lanes wide with improvements to include sidewalks, ADA Ramps, bike facilities, stormwater, streetlights and where required, sound walls. Anticipated funding by SFS, \$3M from the state Transportation Improvement Board (TIB), and federal Surface Transportation Block Grants (STBG). Design planned for 2019 and construction in 2020. Anticipated funding of east portion (177th to 192nd) by developer contributions, local funds and potential grants (See TRAN-870).

## LEGEND

|  |                              |  |                       |  |               |
|--|------------------------------|--|-----------------------|--|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |  |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                        |
|---------------------------------------|------------------------|
| <b>Funding Status:</b>                | Funded                 |
| <b>Existing Funds:</b>                | Yes                    |
| <b>SFS Funds:</b>                     | Yes                    |
| <b>Grant Funds:</b>                   | Yes                    |
| <b>Total Proj. Cost:</b>              | <b>\$12,000,000.00</b> |
| <b>*Start of Construction (Year):</b> | 2019                   |

\*All project timing will be dependent on coordination with other departments including streets, pavement management, sewer, water and surface water.

Page 45 of 42



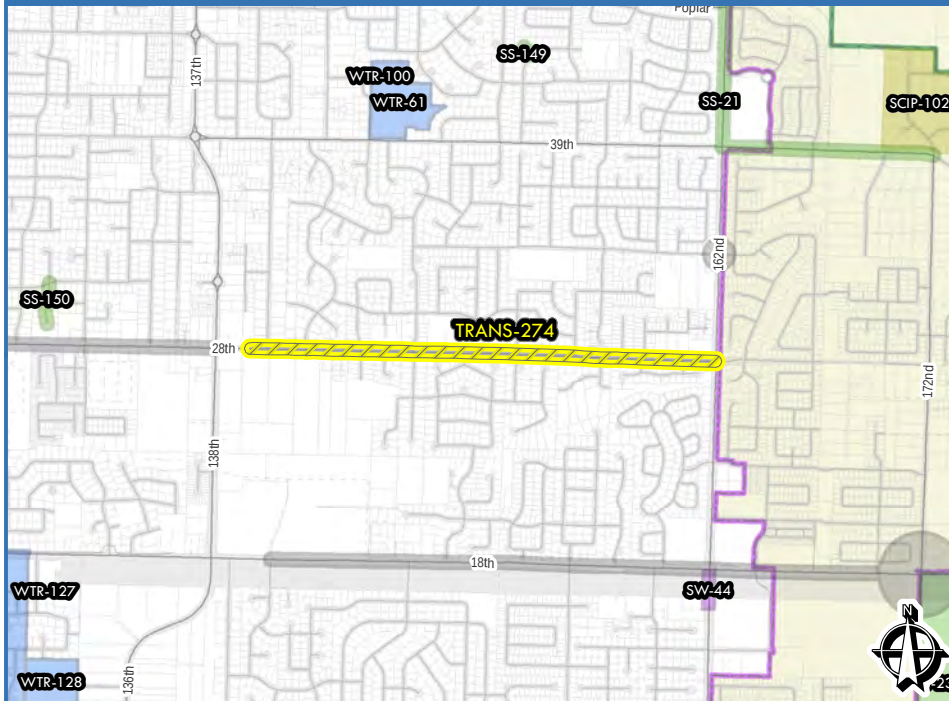
# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **NE 28TH ST - NE 142ND AVE TO NE 162ND AVE.**

PROJECT EXTENT: **NE 142ND AVE**

**TO: NE 162ND AVE**

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                |
|---------------------------------|----------------|
| <b>Program/Discipline Type:</b> | Transportation |
| <b>Project Type:</b>            | Capacity       |
| <b>Project Status:</b>          | Future         |
| <b>Funding Status:</b>          | Unfunded       |

## PROJECT DESCRIPTION

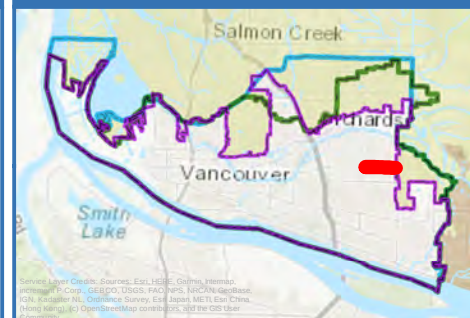
### Project Description / Comments

Upgrade of existing 2-lane former rural road to urban 3-lane minor arterial (1 lane each direction plus center turn lane) with sidewalks, bike facilities, streetlights, signals, school crossings, stormwater and sound walls where required. Project addresses capacity and improves pavement and safety conditions.

## LEGEND

|  |                              |  |                       |  |               |
|--|------------------------------|--|-----------------------|--|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |  |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                        |
|---------------------------------------|------------------------|
| <b>Funding Status:</b>                | Unfunded               |
| <b>Existing Funds:</b>                | N/A                    |
| <b>SFS Funds:</b>                     | N/A                    |
| <b>Grant Funds:</b>                   | N/A                    |
| <b>Total Proj. Cost:</b>              | <b>\$10,000,000.00</b> |
| <b>*Start of Construction (Year):</b> | Unknown                |





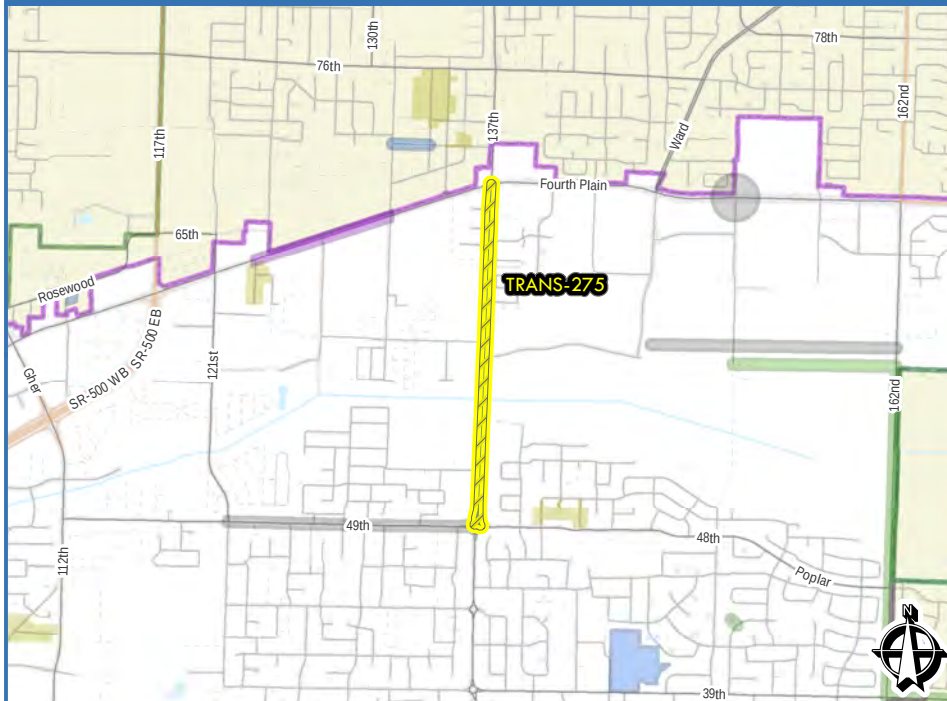
# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

**PROJECT: NE 137TH AVE - NE 49TH ST TO NE FOURTH PLAIN BLVD**

PROJECT EXTENT: **NE 49TH ST**

**TO: NE FOURTH PLAIN BLVD**

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                  |
|---------------------------------|------------------|
| <b>Program/Discipline Type:</b> | Transportation   |
| <b>Project Type:</b>            | Capacity         |
| <b>Project Status:</b>          | In Design        |
| <b>Funding Status:</b>          | Partially Funded |

## PROJECT DESCRIPTION

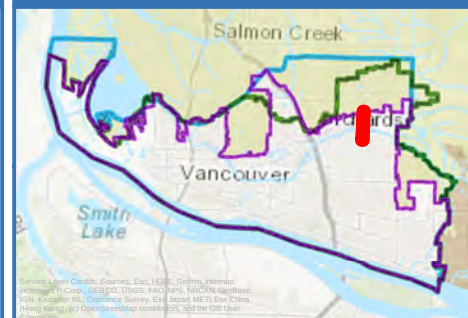
[illegible]

Urban upgrade of existing, narrow 2-lane rural road. Upgrades to this minor arterial include 1 lane each direction with turn lane or median divider with roundabouts, sidewalks, ADA Ramps, bike facilities, stormwater facilities and streetlights. Improvements will enhance safety, manage access and minimize delays now caused by turning vehicles. A \$1M STBG grant was recently awarded for the Right of Way phase of this project. An additional \$1.95 M was recently awarded for the construction phase.

## LEGEND

|                                                                                     |                              |                                                                                     |                       |                                                                                     |               |
|-------------------------------------------------------------------------------------|------------------------------|-------------------------------------------------------------------------------------|-----------------------|-------------------------------------------------------------------------------------|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |                                                                                     |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                        |
|---------------------------------------|------------------------|
| Funding Status:                       | Partially Funded       |
| Existing Funds:                       | Yes                    |
| SFS Funds:                            | Yes                    |
| Grant Funds:                          | Yes                    |
| <b>Total Proj. Cost:</b>              | <b>\$23,500,000.00</b> |
| <b>*Start of Construction (Year):</b> | <b>2020</b>            |



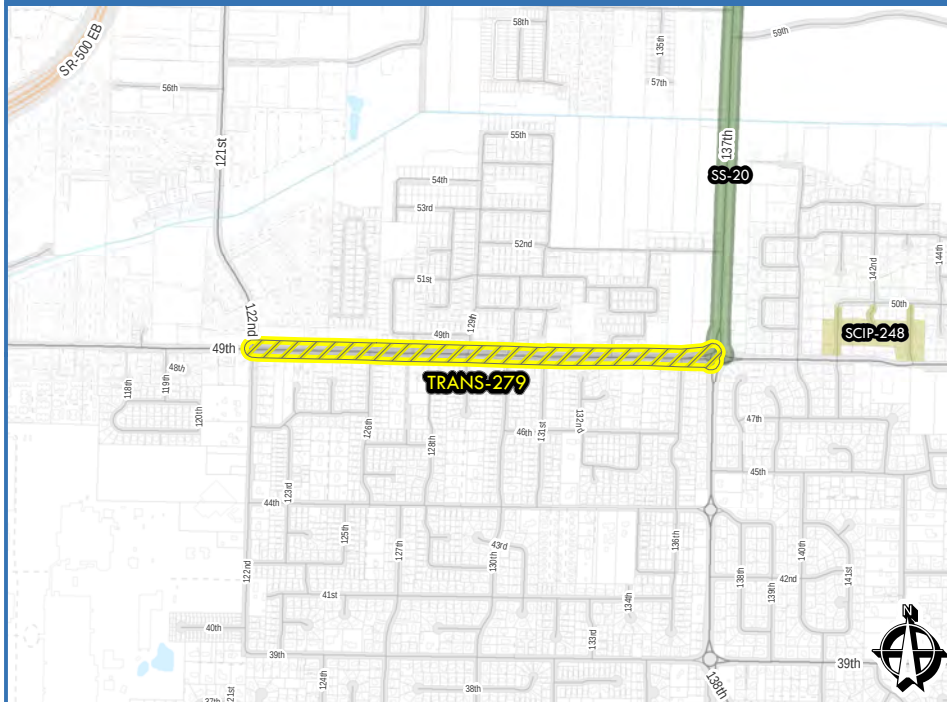
# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **NE 49TH ST - NE 122ND AVE TO NE 137TH AVE**

PROJECT EXTENT: **NE 122ND AVE**

**TO: NE 137TH AVE**

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                |
|---------------------------------|----------------|
| <b>Program/Discipline Type:</b> | Transportation |
| <b>Project Type:</b>            | Capacity       |
| <b>Project Status:</b>          | Future         |
| <b>Funding Status:</b>          | Unfunded       |

## PROJECT DESCRIPTION

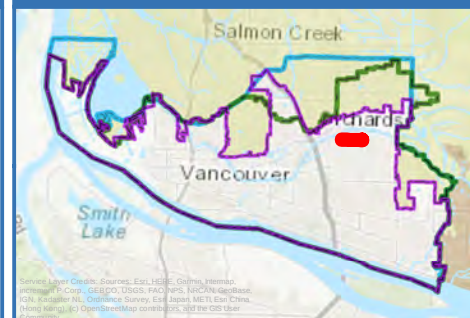
### Project Description / Comments

Upgrade of existing 2-lane street to 3-lane urban minor arterial (1 lane each direction and turn lane) with sidewalks, ADA Ramps, bike facilities and streetlights.

## LEGEND

|  |                              |  |                       |  |               |
|--|------------------------------|--|-----------------------|--|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |  |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                        |
|---------------------------------------|------------------------|
| <b>Funding Status:</b>                | Unfunded               |
| <b>Existing Funds:</b>                | N/A                    |
| <b>SFS Funds:</b>                     | N/A                    |
| <b>Grant Funds:</b>                   | N/A                    |
| <b>Total Proj. Cost:</b>              | <b>\$10,000,000.00</b> |
| <b>*Start of Construction (Year):</b> | Unknown                |

\*All project timing will be dependent on coordination with other departments including streets, pavement management, sewer, water and surface water.





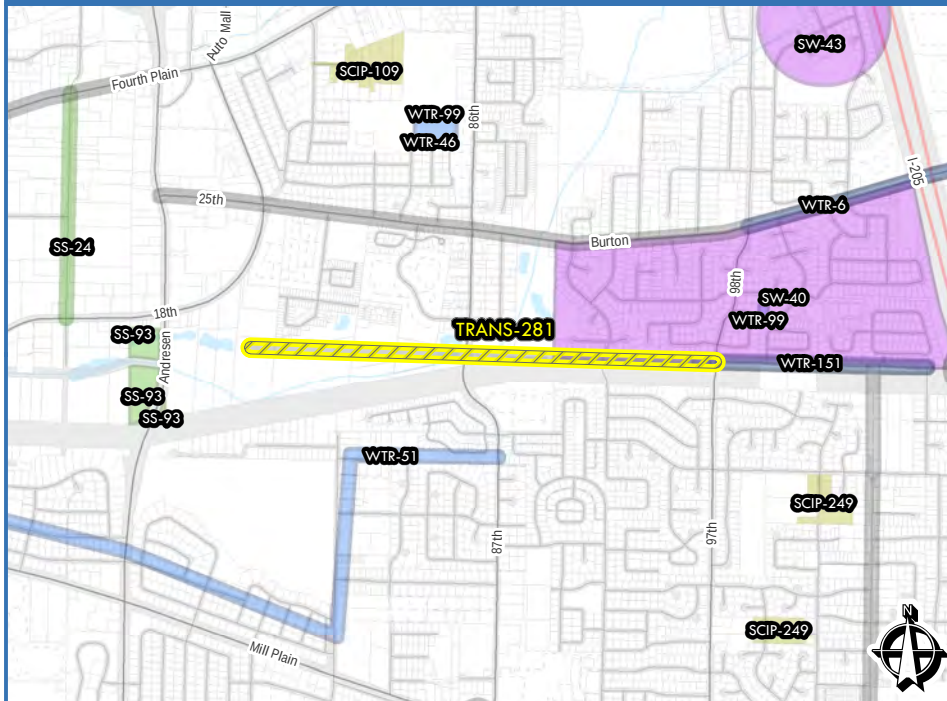
# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **NE 18TH ST - NE 87TH AVE TO NE 97TH AVE**

PROJECT EXTENT: **NE 87TH AVE**

TO: **NE 97TH AVE**

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                |
|---------------------------------|----------------|
| <b>Program/Discipline Type:</b> | Transportation |
| <b>Project Type:</b>            | Capacity       |
| <b>Project Status:</b>          | Future         |
| <b>Funding Status:</b>          | Unfunded       |

## PROJECT DESCRIPTION

### Project Description / Comments

Long-planned construction of new minor arterial street (1 lane each direction plus turn lane) with bike facilities, streetlights, sound walls (where required), a sidewalk on north side and shared use pathway on south side of street. Project provides planned east-west circulation.

## LEGEND

|  |                              |  |                       |  |               |
|--|------------------------------|--|-----------------------|--|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |  |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                        |
|---------------------------------------|------------------------|
| <b>Funding Status:</b>                | Unfunded               |
| <b>Existing Funds:</b>                | N/A                    |
| <b>SFS Funds:</b>                     | N/A                    |
| <b>Grant Funds:</b>                   | N/A                    |
| <b>Total Proj. Cost:</b>              | <b>\$14,200,000.00</b> |
| <b>*Start of Construction (Year):</b> | Unknown                |



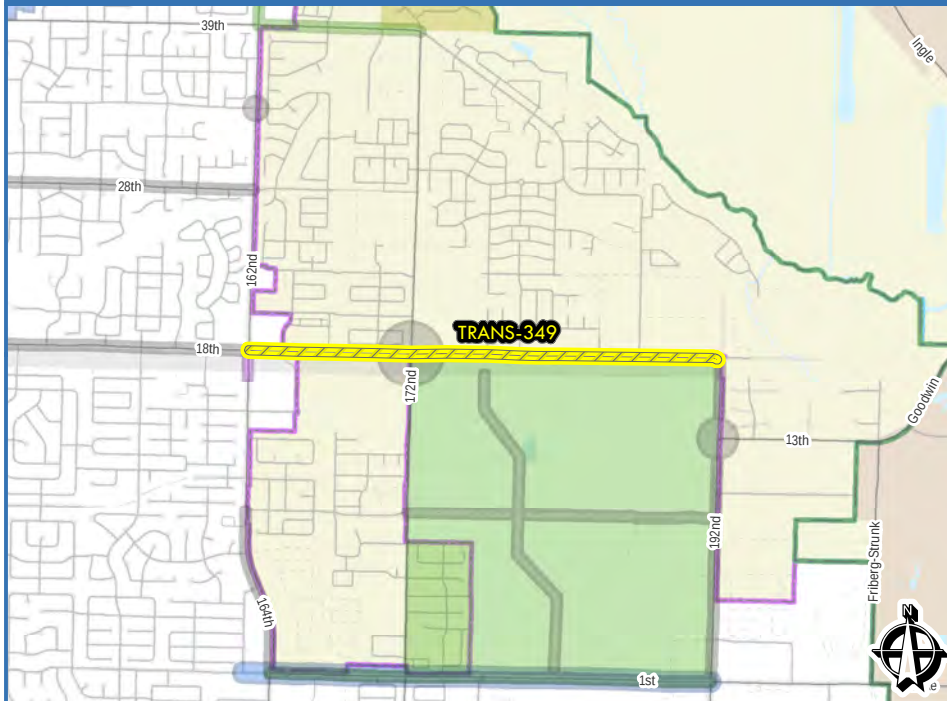
# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **NE 18TH ST - NE 164TH AVE TO NE 192ND AVE**

PROJECT EXTENT: **NE 164TH AVE**

TO: **NE 192ND AVE**

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                |
|---------------------------------|----------------|
| <b>Program/Discipline Type:</b> | Transportation |
| <b>Project Type:</b>            | Capacity       |
| <b>Project Status:</b>          | Future         |
| <b>Funding Status:</b>          | Unfunded       |

## PROJECT DESCRIPTION

### Project Description / Comments

Long-planned upgrade of 2-lane principal arterial, originally at rural standards, to increase safety and improve service levels. Improvements include additional travel lanes, bike facilities, streetlights, sound walls, sidewalk on north side and shared use pathway on south side of street.

## LEGEND

|  |                              |  |                       |  |               |
|--|------------------------------|--|-----------------------|--|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |  |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                        |
|---------------------------------------|------------------------|
| <b>Funding Status:</b>                | Unfunded               |
| <b>Existing Funds:</b>                | N/A                    |
| <b>SFS Funds:</b>                     | N/A                    |
| <b>Grant Funds:</b>                   | N/A                    |
| <b>Total Proj. Cost:</b>              | <b>\$18,750,000.00</b> |
| <b>*Start of Construction (Year):</b> | Unknown                |

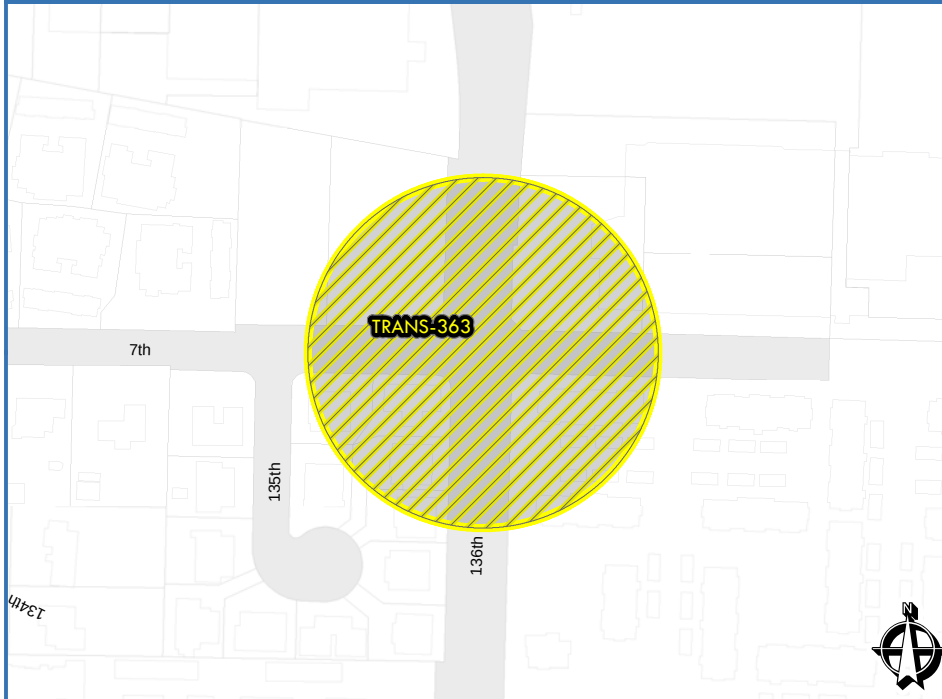


# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **SE 136TH AVE @ SE 7TH ST**

PROJECT EXTENT:

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                |
|---------------------------------|----------------|
| <b>Program/Discipline Type:</b> | Transportation |
| <b>Project Type:</b>            | Traffic        |
| <b>Project Status:</b>          | On Hold        |
| <b>Funding Status:</b>          | Unfunded       |

## PROJECT DESCRIPTION

### Project Description / Comments

Installation of new traffic signal to improve service and multimodal safety. Includes ADA ramps and streetlights and provides potentially high safety benefits. Design and ROW are fully funded, and city is seeking grants for construction.

## LEGEND

|  |                              |  |                       |  |               |
|--|------------------------------|--|-----------------------|--|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |  |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                     |
|---------------------------------------|---------------------|
| <b>Funding Status:</b>                | Unfunded            |
| <b>Existing Funds:</b>                | N/A                 |
| <b>SFS Funds:</b>                     | N/A                 |
| <b>Grant Funds:</b>                   | N/A                 |
| <b>Total Proj. Cost:</b>              | <b>\$500,000.00</b> |
| <b>*Start of Construction (Year):</b> | Unknown             |



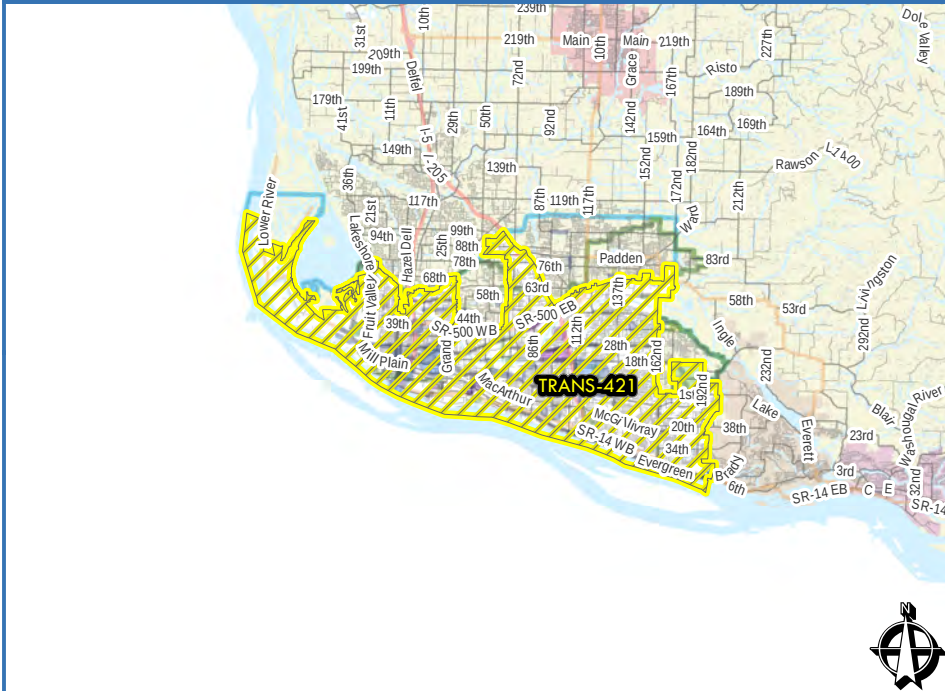


# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **PAVEMENT RECONSTRUCTION PROGRAM**

PROJECT EXTENT: **CITYWIDE**

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                  |
|---------------------------------|------------------|
| <b>Program/Discipline Type:</b> | Transportation   |
| <b>Project Type:</b>            | Ongoing          |
| <b>Project Status:</b>          | In Design        |
| <b>Funding Status:</b>          | Partially Funded |

## PROJECT DESCRIPTION

### Project Description / Comments

Major pavement and roadway reconstruction of failed pavement on existing streets at various locations citywide. Of the City of Vancouver's 1,900 lane miles, approx. 140 lane miles were rated 'failed' in 2018. SFS \$ began to partially fund the program in 2019 for \$500,000/year.

Planned projects include: 2019 - E. 18th St (Brandt to Stapleton) - Mill and inlay; 2020 - Broadway (6th St to McLoughlin) - Mill and Inlay.

## LEGEND

|  |                              |  |                       |  |               |
|--|------------------------------|--|-----------------------|--|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |  |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                  |
|---------------------------------------|------------------|
| <b>Funding Status:</b>                | Partially Funded |
| <b>Existing Funds:</b>                | No               |
| <b>SFS Funds:</b>                     | Yes              |
| <b>Grant Funds:</b>                   | No               |
| <b>Total Proj. Cost:</b>              |                  |
| <b>*Start of Construction (Year):</b> | 2019             |

\*All project timing will be dependent on coordination with other departments including streets, pavement management, sewer, water and surface water.



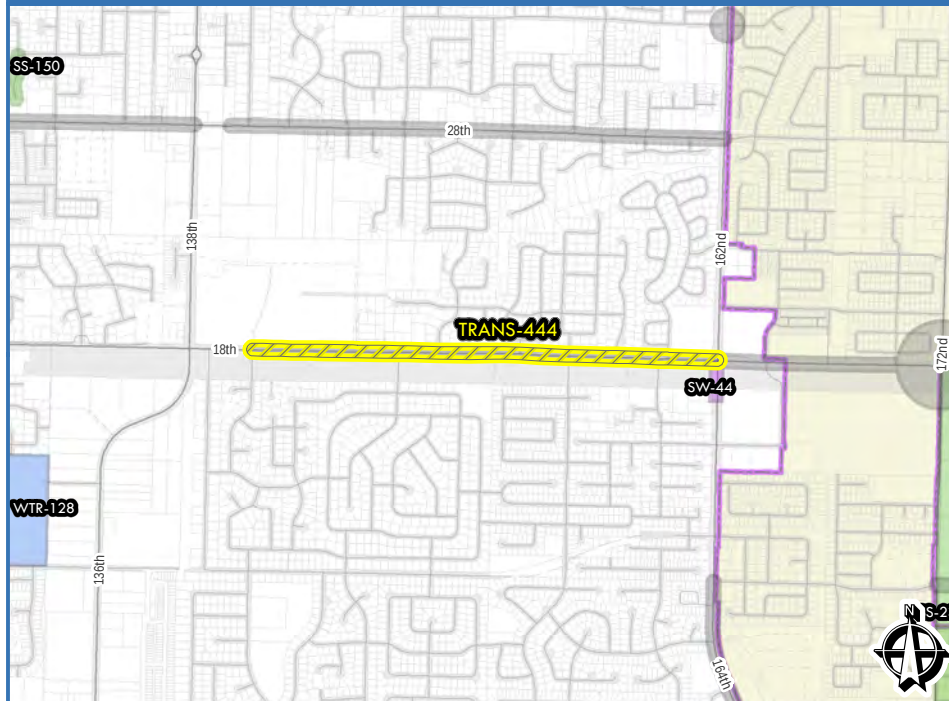
# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **NE 18TH ST - NE 142ND AVE TO NE 162ND AVE**

PROJECT EXTENT: **NE 142ND AVE**

**TO: NE 162ND AVE**

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                  |
|---------------------------------|------------------|
| <b>Program/Discipline Type:</b> | Transportation   |
| <b>Project Type:</b>            | Capacity         |
| <b>Project Status:</b>          | Future           |
| <b>Funding Status:</b>          | Partially Funded |

## PROJECT DESCRIPTION

### Project Description / Comments

Long-planned urban upgrade of 2-lane road to principal arterial standards. originally built at rural standards to improve service and safety. Improvements include 5-lane principal arterial (2 lanes each direction plus turn lane) with bike facilities, streetlights, sound walls (where required), sidewalk and ADA ramps on north side, and shared use pathway on south side of street. SFS funding for design work in 2022.

## LEGEND

|  |                              |  |                       |  |               |
|--|------------------------------|--|-----------------------|--|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |  |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                          |                        |
|--------------------------|------------------------|
| <b>Funding Status:</b>   | Partially Funded       |
| <b>Existing Funds:</b>   | N/A                    |
| <b>SFS Funds:</b>        | N/A                    |
| <b>Grant Funds:</b>      | N/A                    |
| <b>Total Proj. Cost:</b> | <b>\$19,600,000.00</b> |

**\*Start of Construction (Year):**

\*All project timing will be dependent on coordination with other departments including streets, pavement management, sewer, water and surface water.

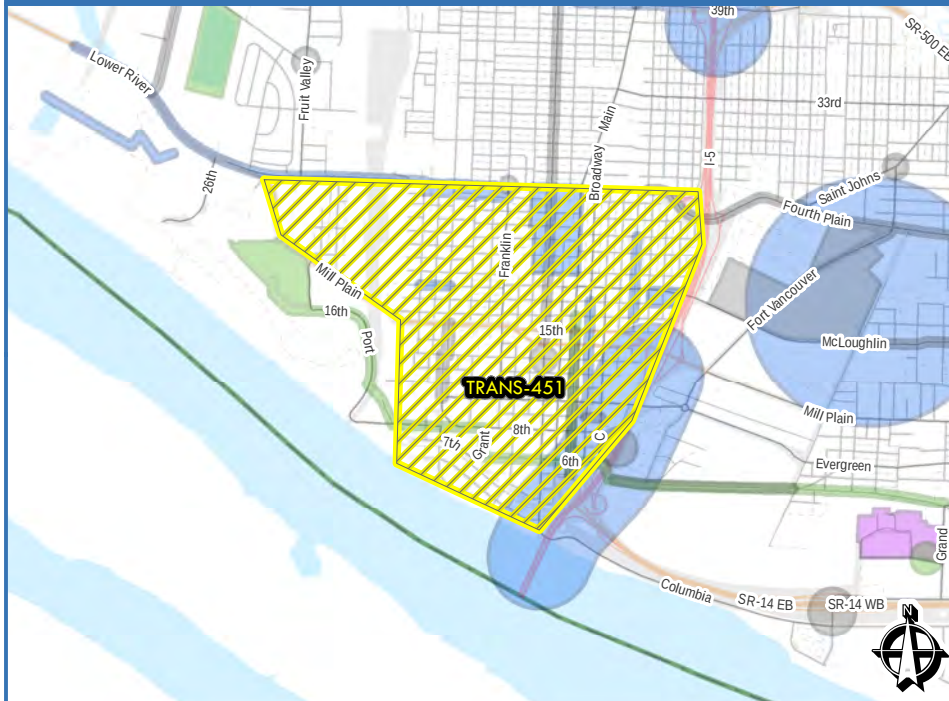


# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **DESTINATION DOWNTOWN TDM**

PROJECT EXTENT:

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                |
|---------------------------------|----------------|
| <b>Program/Discipline Type:</b> | Transportation |
| <b>Project Type:</b>            | Multimodal     |
| <b>Project Status:</b>          | Ongoing        |
| <b>Funding Status:</b>          | Funded         |

## PROJECT DESCRIPTION

### Project Description / Comments

Downtown-focused transportation demand management program, supporting City Center Vision, commute trip reduction and transportation efficiency. Includes employer outreach, commuter training, bike, sidewalk and ADA facilities and program incentives.

## LEGEND

|  |                              |  |                       |  |               |
|--|------------------------------|--|-----------------------|--|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |  |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                     |
|---------------------------------------|---------------------|
| <b>Funding Status:</b>                | Funded              |
| <b>Existing Funds:</b>                | Yes                 |
| <b>SFS Funds:</b>                     | No                  |
| <b>Grant Funds:</b>                   | Yes                 |
| <b>Total Proj. Cost:</b>              | <b>\$459,000.00</b> |
| <b>*Start of Construction (Year):</b> | 2016                |

\*All project timing will be dependent on coordination with other departments including streets, pavement management, sewer, water and surface water.

Page 54 of 142





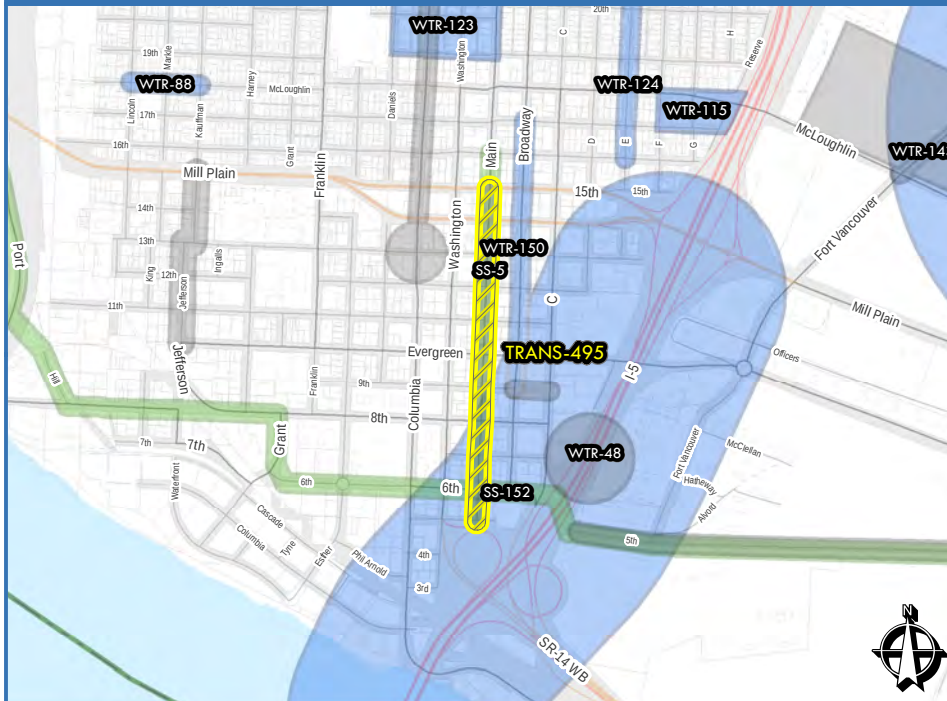
# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **MAIN ST RECONSTRUCTION - 5TH ST TO 15TH STREET**

PROJECT EXTENT: **5TH ST**

**TO: 15TH ST**

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                |
|---------------------------------|----------------|
| <b>Program/Discipline Type:</b> | Transportation |
| <b>Project Type:</b>            | Multimodal     |
| <b>Project Status:</b>          | Future         |
| <b>Funding Status:</b>          | Unfunded       |

## PROJECT DESCRIPTION

### Project Description / Comments

Improve safety with complete reconstruction of pavement and sidewalks, a priority of City Center Vision. Project includes upgraded streetlights and pedestrian amenities. Preliminary design done in 2010 under project # 071601.

## LEGEND

|  |                              |  |                       |  |               |
|--|------------------------------|--|-----------------------|--|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |  |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                        |
|---------------------------------------|------------------------|
| <b>Funding Status:</b>                | Unfunded               |
| <b>Existing Funds:</b>                | N/A                    |
| <b>SFS Funds:</b>                     | N/A                    |
| <b>Grant Funds:</b>                   | N/A                    |
| <b>Total Proj. Cost:</b>              | <b>\$11,150,000.00</b> |
| <b>*Start of Construction (Year):</b> | Unknown                |



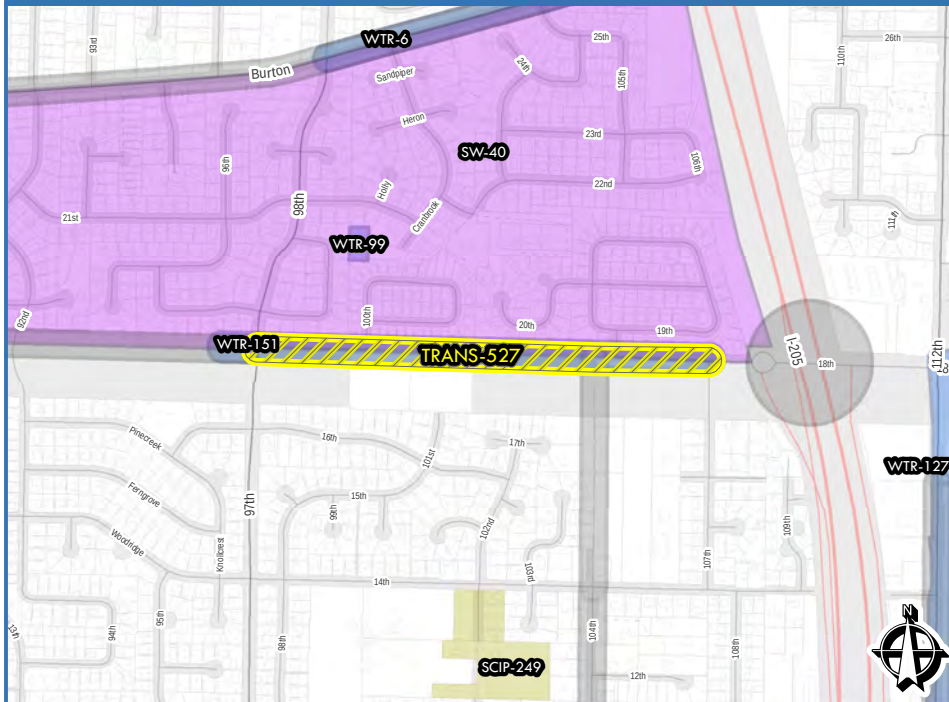
# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **NE 18TH ST - NE 97TH AVE TO NE 107TH AVENUE**

PROJECT EXTENT: **NE 97TH AVE**

**TO: NE 107TH AVE**

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                  |
|---------------------------------|------------------|
| <b>Program/Discipline Type:</b> | Transportation   |
| <b>Project Type:</b>            | Capacity         |
| <b>Project Status:</b>          | In Design        |
| <b>Funding Status:</b>          | Partially Funded |

## PROJECT DESCRIPTION

### Project Description / Comments

Long-planned new principal arterial and upgrade of existing segments to current arterial standards. The improvement of existing road and an addition of new road between NE 100th Ave and NE 105th Ave will be a multimodal facility including travel lanes, evaluation of intersections for traffic signals or roundabouts, bike facilities, streetlights, accessible pedestrian ramps, sound walls (where required), sidewalk, and a multi-use pathway. On the east end of the job, a connection to the recently constructed WSDOT/I-205 interchange will be made

## LEGEND

|  |                              |  |                       |  |               |
|--|------------------------------|--|-----------------------|--|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |  |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                        |
|---------------------------------------|------------------------|
| <b>Funding Status:</b>                | Partially Funded       |
| <b>Existing Funds:</b>                | Yes                    |
| <b>SFS Funds:</b>                     | Yes                    |
| <b>Grant Funds:</b>                   | Potential              |
| <b>Total Proj. Cost:</b>              | <b>\$13,500,000.00</b> |
| <b>*Start of Construction (Year):</b> | 2024                   |

\*All project timing will be dependent on coordination with other departments including streets, pavement management, sewer, water and surface water.

Page 56 of 142





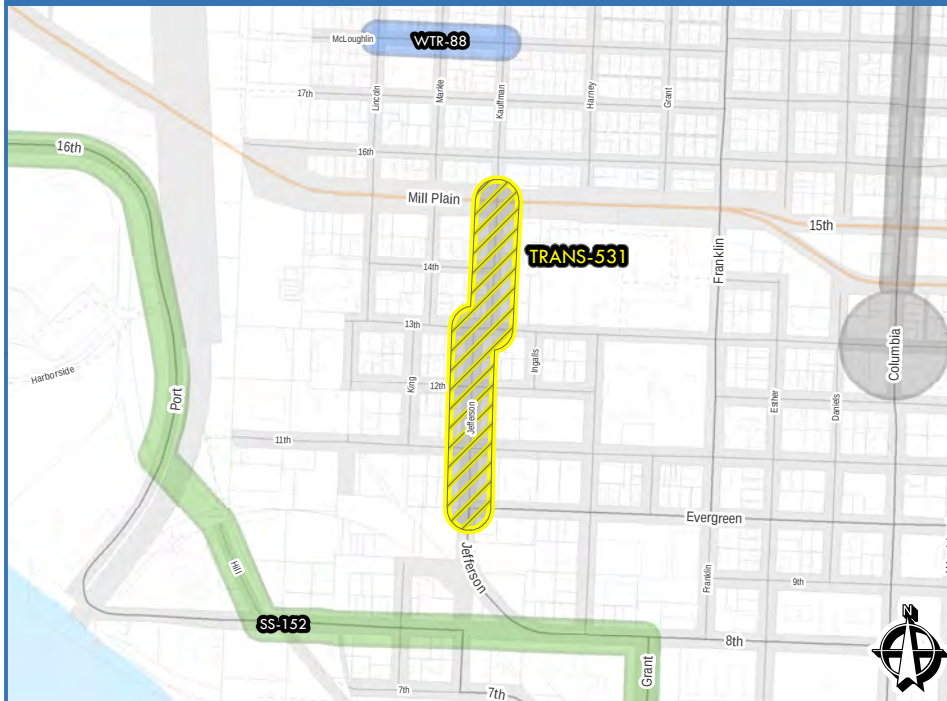
# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **JEFFERSON ST - W EVERGREEN TO W MILL PLAIN BLVD**

PROJECT EXTENT: **8TH ST**

**TO: 13TH ST**

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                  |
|---------------------------------|------------------|
| <b>Program/Discipline Type:</b> | Transportation   |
| <b>Project Type:</b>            | Capacity         |
| <b>Project Status:</b>          | In Design        |
| <b>Funding Status:</b>          | Partially Funded |

## PROJECT DESCRIPTION

### Project Description / Comments

Upgrade of a priority westside arterial circulation route with realignment of Jefferson/Kauffman at 13th St. Projects include 2 lanes (1 lane each direction), ADA ramps, sidewalk repair, bike facilities and streetlights, with potential for high safety benefits. Design phase and right-of-way phases are funded. Construction phase unfunded.

## LEGEND

|  |                              |  |                       |  |               |
|--|------------------------------|--|-----------------------|--|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |  |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                        |
|---------------------------------------|------------------------|
| <b>Funding Status:</b>                | Partially Funded       |
| <b>Existing Funds:</b>                | Yes                    |
| <b>SFS Funds:</b>                     | Yes                    |
| <b>Grant Funds:</b>                   | Potential              |
| <b>Total Proj. Cost:</b>              | <b>\$11,000,000.00</b> |
| <b>*Start of Construction (Year):</b> | Uncertain              |



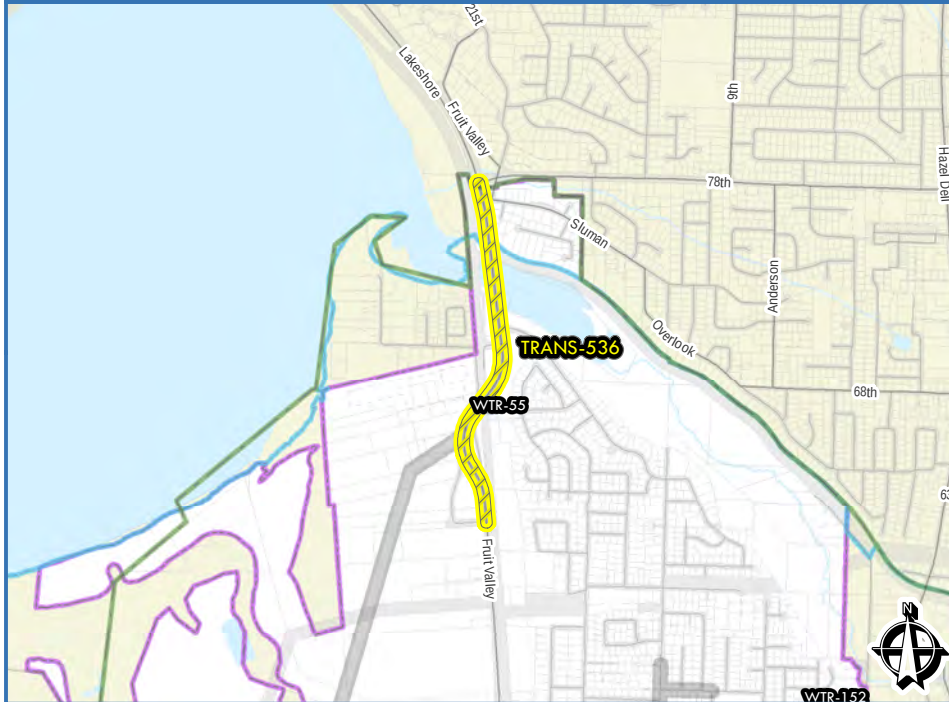
# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **FRUIT VALLEY RD - 61ST ST TO NW 78TH ST**

PROJECT EXTENT: **WHITNEY RD**

**TO: NW 78TH ST**

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                |
|---------------------------------|----------------|
| <b>Program/Discipline Type:</b> | Transportation |
| <b>Project Type:</b>            | Capacity       |
| <b>Project Status:</b>          | Future         |
| <b>Funding Status:</b>          | Unfunded       |

## PROJECT DESCRIPTION

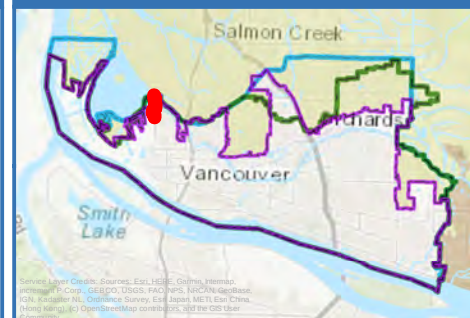
[illegible]

Upgrade of substandard 2-lane road to full urban principal arterial (1 lane each direction plus center turn lane) to improve safety, mobility and traffic conditions. Project includes sidewalks, bike facilities, streetlights and replacement of existing substandard bridge over railroad tracks. The Westside Mobility Study recommends this project be constructed to help move people, freight, and goods.

## LEGEND

|                                                                                     |                              |                                                                                     |                       |                                                                                     |               |
|-------------------------------------------------------------------------------------|------------------------------|-------------------------------------------------------------------------------------|-----------------------|-------------------------------------------------------------------------------------|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |                                                                                     |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                        |
|---------------------------------------|------------------------|
| Funding Status:                       | Unfunded               |
| Existing Funds:                       | Potential              |
| SFS Funds:                            | Potential              |
| Grant Funds:                          | Potential              |
| <b>Total Proj. Cost:</b>              | <b>\$46,000,000.00</b> |
| <b>*Start of Construction (Year):</b> | Unknown                |



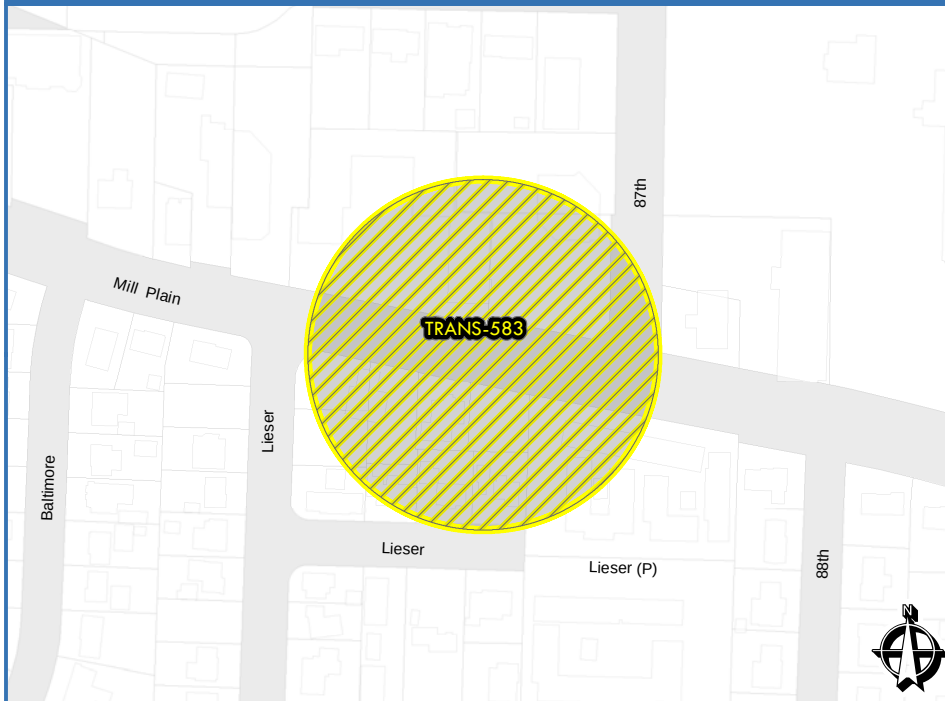
# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **NE 87TH AVE / LIESER RD. REALIGNMENT**

PROJECT EXTENT: **LIESER RD.**

TO: **EAST 5TH ST.**

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                |
|---------------------------------|----------------|
| <b>Program/Discipline Type:</b> | Transportation |
| <b>Project Type:</b>            | Capacity       |
| <b>Project Status:</b>          | Future         |
| <b>Funding Status:</b>          | Unfunded       |

## PROJECT DESCRIPTION

### Project Description / Comments

Intersection modifications along E. Mill Plain Blvd. at NE 87th Ave. and Lieser Rd to improve capacity and safety at these offset intersections. Scope of project is undefined.

## LEGEND

|  |                              |  |                       |  |               |
|--|------------------------------|--|-----------------------|--|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |  |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                       |
|---------------------------------------|-----------------------|
| <b>Funding Status:</b>                | Unfunded              |
| <b>Existing Funds:</b>                | N/A                   |
| <b>SFS Funds:</b>                     | N/A                   |
| <b>Grant Funds:</b>                   | N/A                   |
| <b>Total Proj. Cost:</b>              | <b>\$5,000,000.00</b> |
| <b>*Start of Construction (Year):</b> | Unknown               |

\*All project timing will be dependent on coordination with other departments including streets, pavement management, sewer, water and surface water.

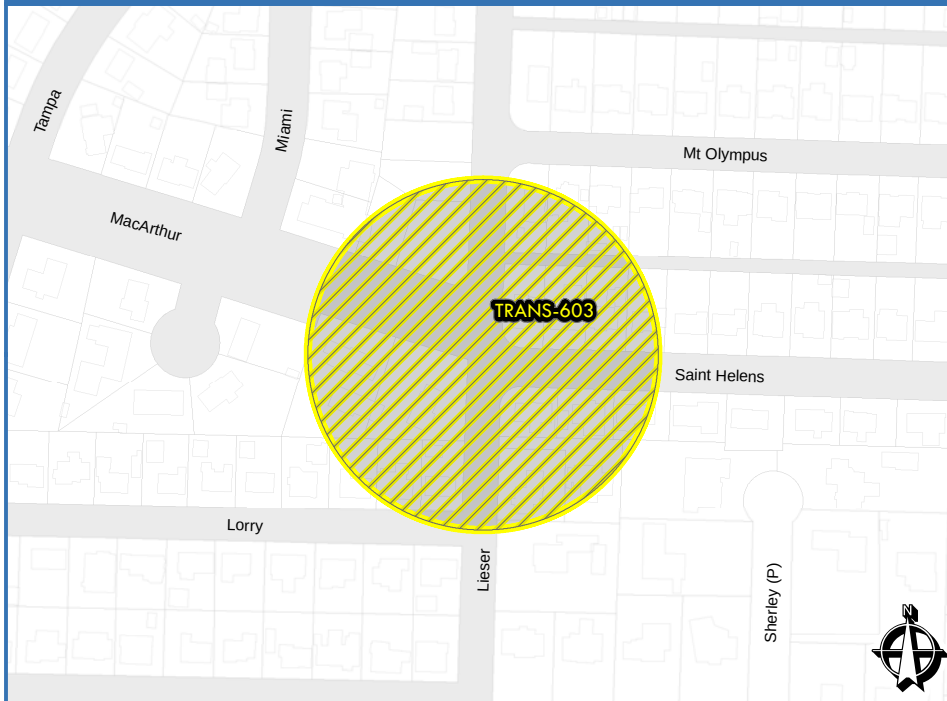


# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **LIESER RD @ MACARTHUR ST. INTERSECTION**

PROJECT EXTENT: **MACARTHUR ST. INTERSECTION**

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                |
|---------------------------------|----------------|
| <b>Program/Discipline Type:</b> | Transportation |
| <b>Project Type:</b>            | Traffic        |
| <b>Project Status:</b>          | Future         |
| <b>Funding Status:</b>          | Unfunded       |

## PROJECT DESCRIPTION

### Project Description / Comments

Intersection project to modify an existing 4-way-stop intersection that is operating at near maximum capacity. Improvements include new traffic signal, upgraded sidewalks, ADA ramps and streetlights to improve traffic system, safety, mobility and accessibility

## LEGEND

|  |                              |  |                       |  |               |
|--|------------------------------|--|-----------------------|--|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |  |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                       |
|---------------------------------------|-----------------------|
| <b>Funding Status:</b>                | Unfunded              |
| <b>Existing Funds:</b>                | N/A                   |
| <b>SFS Funds:</b>                     | N/A                   |
| <b>Grant Funds:</b>                   | N/A                   |
| <b>Total Proj. Cost:</b>              | <b>\$3,500,000.00</b> |
| <b>*Start of Construction (Year):</b> | Unknown               |

\*All project timing will be dependent on coordination with other departments including streets, pavement management, sewer, water and surface water.





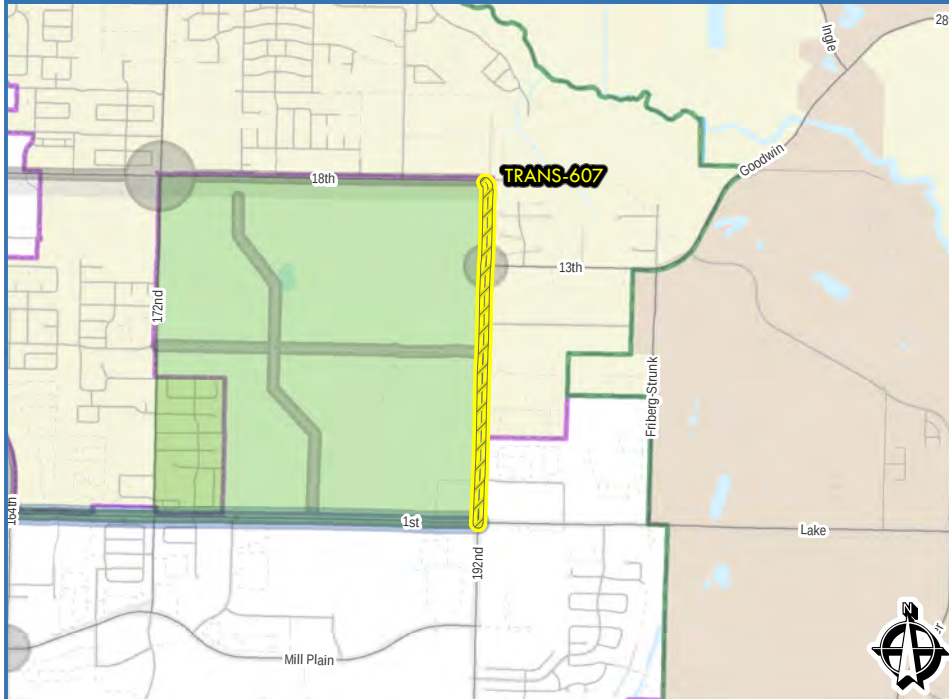
# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **NE 192ND AVE - SE 1ST ST. TO NE 18TH ST.**

PROJECT EXTENT: **SE 1ST ST**

**TO: NE 18TH ST**

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                |
|---------------------------------|----------------|
| <b>Program/Discipline Type:</b> | Transportation |
| <b>Project Type:</b>            | Capacity       |
| <b>Project Status:</b>          | Future         |
| <b>Funding Status:</b>          | Unfunded       |

## PROJECT DESCRIPTION

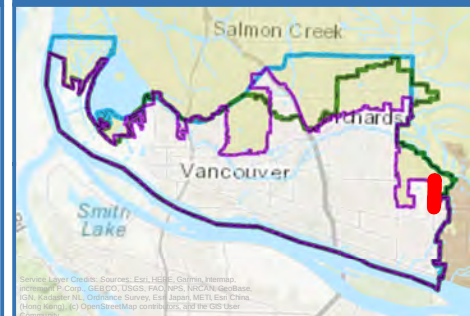
### Project Description / Comments

Urban upgrade of existing 2-lane street. Improvements include additional travel lanes, sidewalks, bike facilities, ADA ramps and streetlights to improve system, safety, mobility and accessibility.

## LEGEND

|                                                                                     |                              |                                                                                     |                       |                                                                                     |               |
|-------------------------------------------------------------------------------------|------------------------------|-------------------------------------------------------------------------------------|-----------------------|-------------------------------------------------------------------------------------|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |                                                                                     |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                        |
|---------------------------------------|------------------------|
| Funding Status:                       | Unfunded               |
| Existing Funds:                       | N/A                    |
| SFS Funds:                            | N/A                    |
| Grant Funds:                          | N/A                    |
| <b>Total Proj. Cost:</b>              | <b>\$20,000,000.00</b> |
| <b>*Start of Construction (Year):</b> | Unknown                |



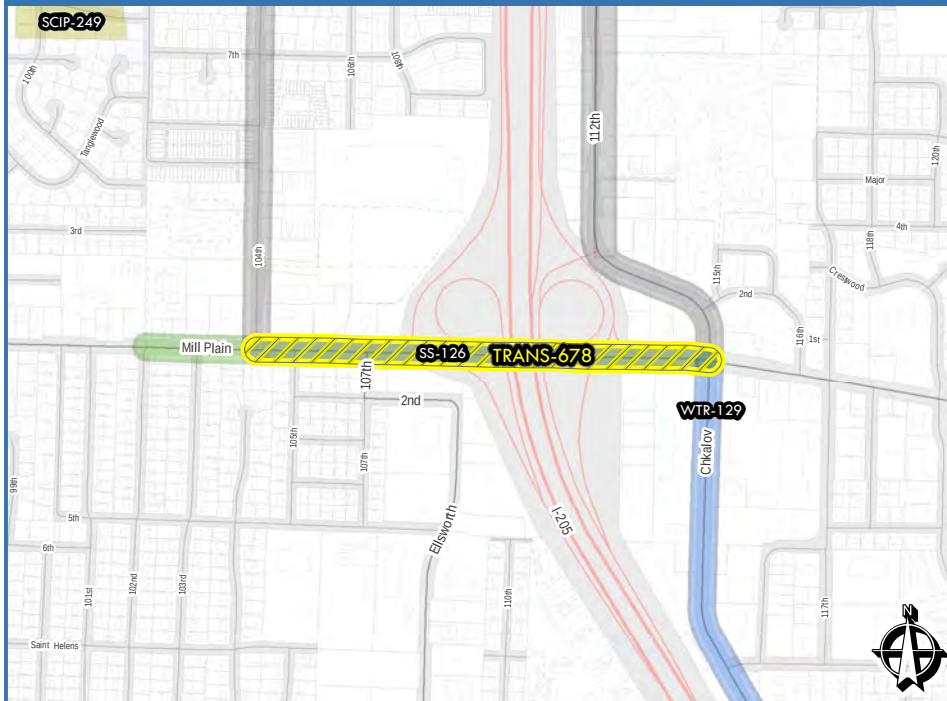
# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **E MILL PLAIN BLVD. - 104TH AVE TO CHKALOV**

PROJECT EXTENT: **NE 104TH AVE**

TO: **CHKALOV**

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                |
|---------------------------------|----------------|
| <b>Program/Discipline Type:</b> | Transportation |
| <b>Project Type:</b>            | Capacity       |
| <b>Project Status:</b>          | In ROW         |
| <b>Funding Status:</b>          | Funded         |

## PROJECT DESCRIPTION

### Project Description / Comments

Roadway, traffic signal, access and southbound I-205 onramp modifications to enhance safety and minimize delays. Includes realignment of SE 104th Ave to SE 2nd St, modification of access at SE 105th Ave, closure of NE 107th Ave access to Mill Plain, improved ADA and pedestrian facilities, street lights, pavement restoration and transit stop.

## LEGEND

|  |                              |  |                       |  |               |
|--|------------------------------|--|-----------------------|--|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |  |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                       |
|---------------------------------------|-----------------------|
| <b>Funding Status:</b>                | Funded                |
| <b>Existing Funds:</b>                | Yes                   |
| <b>SFS Funds:</b>                     | No                    |
| <b>Grant Funds:</b>                   | Yes                   |
| <b>Total Proj. Cost:</b>              | <b>\$6,000,000.00</b> |
| <b>*Start of Construction (Year):</b> | 2019                  |

\*All project timing will be dependent on coordination with other departments including streets, pavement management, sewer, water and surface water.

Page 62 of 142

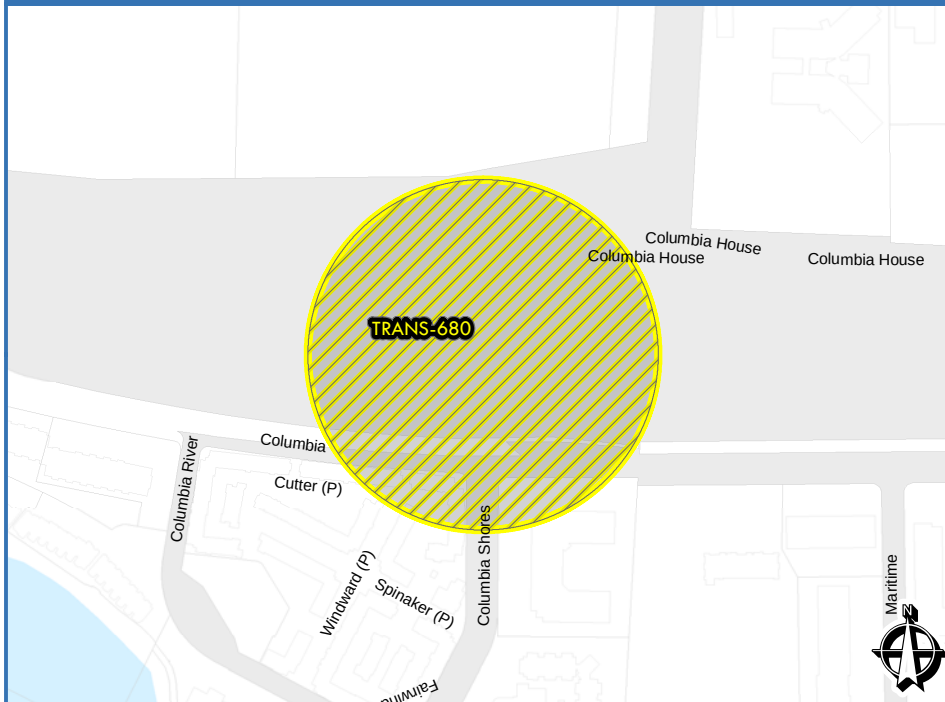


# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **COLUMBIA SHORES BLVD @ COLUMBIA WAY - BNSF UNDERCROSSING WIDENING**

PROJECT EXTENT: **RR UNDERCROSSING PORTAL**

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                |
|---------------------------------|----------------|
| <b>Program/Discipline Type:</b> | Transportation |
| <b>Project Type:</b>            | Capacity       |
| <b>Project Status:</b>          | Future         |
| <b>Funding Status:</b>          | Unfunded       |

## PROJECT DESCRIPTION

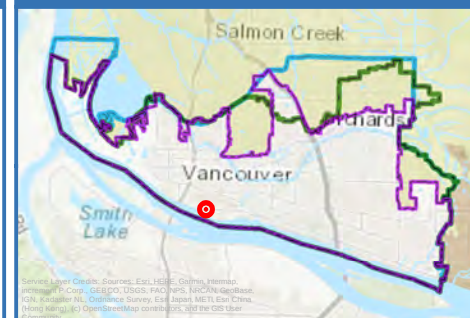
### Project Description / Comments

Project to widen existing railroad undercrossing portal and improve Columbia Shores/Columbia Way intersection to address service levels and increase pedestrian and bike access. Total scope of project is undefined.

## LEGEND

|  |                              |  |                       |  |               |
|--|------------------------------|--|-----------------------|--|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |  |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                        |
|---------------------------------------|------------------------|
| <b>Funding Status:</b>                | Unfunded               |
| <b>Existing Funds:</b>                | N/A                    |
| <b>SFS Funds:</b>                     | N/A                    |
| <b>Grant Funds:</b>                   | N/A                    |
| <b>Total Proj. Cost:</b>              | <b>\$25,000,000.00</b> |
| <b>*Start of Construction (Year):</b> | Unknown                |





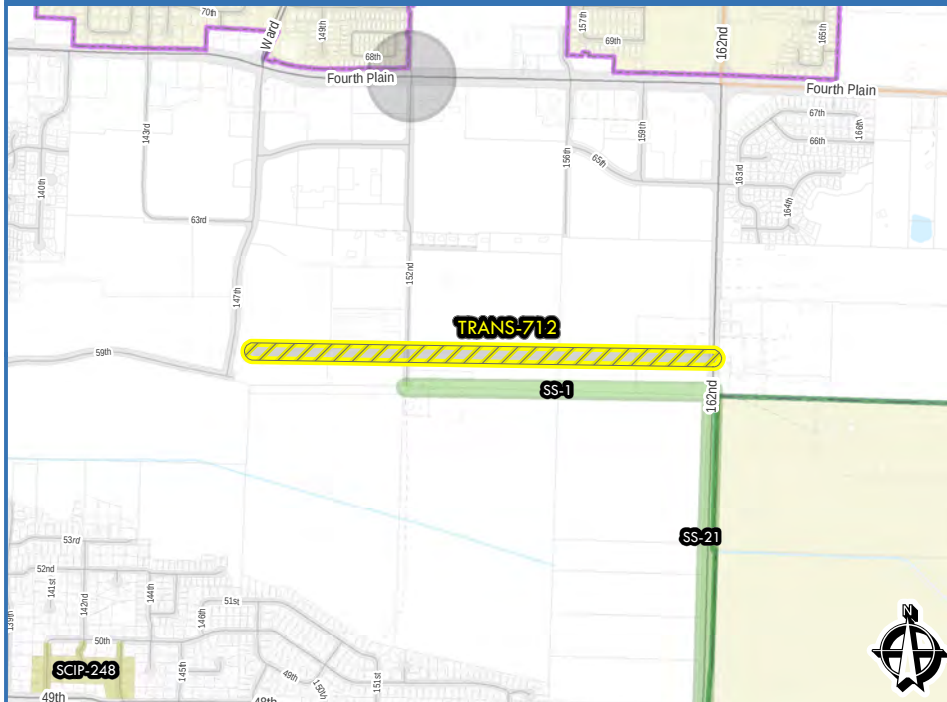
# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **NE 59TH ST - NE 147TH AVE TO NE 162ND AVE**

PROJECT EXTENT: **NE 147TH AVE**

**TO: NE 162ND AVE**

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                |
|---------------------------------|----------------|
| <b>Program/Discipline Type:</b> | Transportation |
| <b>Project Type:</b>            | Capacity       |
| <b>Project Status:</b>          | Future         |
| <b>Funding Status:</b>          | Unfunded       |

## PROJECT DESCRIPTION

### Project Description / Comments

New minor arterial street (1 lane each direction plus turn lane) with sidewalks, bike facilities, streetlights and surface water treatment. Project will address circulation needs, improve safety, mobility, accessibility and stormwater management.

## LEGEND

|  |                              |  |                       |  |               |
|--|------------------------------|--|-----------------------|--|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |  |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                       |
|---------------------------------------|-----------------------|
| <b>Funding Status:</b>                | Unfunded              |
| <b>Existing Funds:</b>                | N/A                   |
| <b>SFS Funds:</b>                     | N/A                   |
| <b>Grant Funds:</b>                   | N/A                   |
| <b>Total Proj. Cost:</b>              | <b>\$7,900,000.00</b> |
| <b>*Start of Construction (Year):</b> | Unknown               |



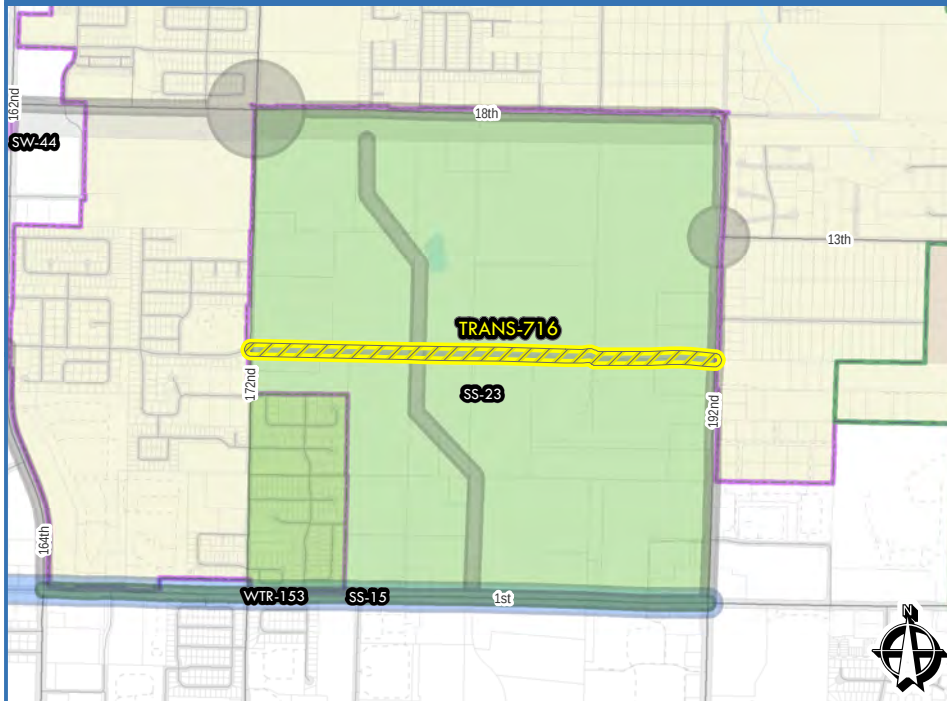
# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **NE 9TH ST - NE 172ND AVE TO NE 192ND AVE**

PROJECT EXTENT: **NE 172ND AVE**

**TO: NE 192ND AVE**

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                |
|---------------------------------|----------------|
| <b>Program/Discipline Type:</b> | Transportation |
| <b>Project Type:</b>            | Capacity       |
| <b>Project Status:</b>          | Future         |
| <b>Funding Status:</b>          | Unfunded       |

## PROJECT DESCRIPTION

### **Project Description / Comments**

New urban collector street (1 lane each direction plus turn lane), including sidewalks, bike facilities, streetlights. This priority east-west circulation route in part of Section 30 Sub Area Plan concept.

## LEGEND

|  |                              |  |                       |  |               |
|--|------------------------------|--|-----------------------|--|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |  |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                        |
|---------------------------------------|------------------------|
| <b>Funding Status:</b>                | Unfunded               |
| <b>Existing Funds:</b>                | N/A                    |
| <b>SFS Funds:</b>                     | N/A                    |
| <b>Grant Funds:</b>                   | N/A                    |
| <b>Total Proj. Cost:</b>              | <b>\$10,000,000.00</b> |
| <b>*Start of Construction (Year):</b> | Unknown                |

\*All project timing will be dependent on coordination with other departments including streets, pavement management, sewer, water and surface water.

Page 65 of 142 WTR-XXX, SS-XXX, SW-XXX & SCIP-XXX can be found in the 6 Year Public Works Capital Improvement Program (CIP) document.



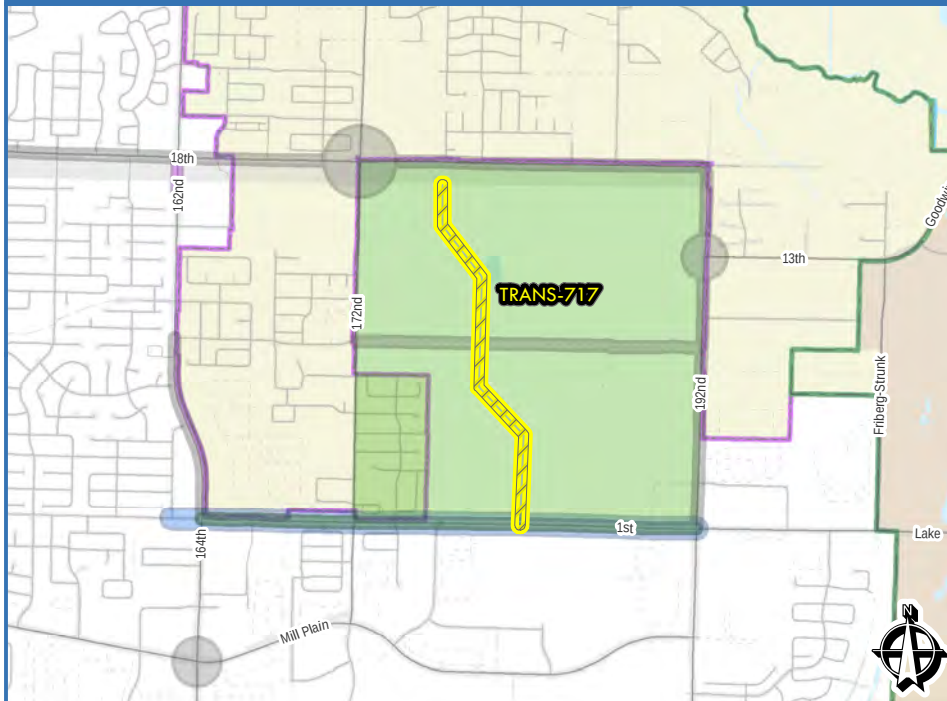
# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **NE 182ND AVE - SE 1ST ST TO NE 18TH ST**

PROJECT EXTENT: **SE 1ST ST**

TO: **NE 18TH ST**

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                |
|---------------------------------|----------------|
| <b>Program/Discipline Type:</b> | Transportation |
| <b>Project Type:</b>            | Capacity       |
| <b>Project Status:</b>          | Future         |
| <b>Funding Status:</b>          | Unfunded       |

## PROJECT DESCRIPTION

### Project Description / Comments

New urban collector street (1 lane each direction plus turn lane), including sidewalks, bike facilities and streetlights. Roadway weaves north/south thru site and is part of Section 30 Sub Area Plan concept.

## LEGEND

|                              |                       |               |
|------------------------------|-----------------------|---------------|
| Project Area                 | Water Project Areas   | Battle Ground |
| Transportation Project Areas | SCIP Project Areas    | Camas         |
| Sanitary Sewer Project Areas | Vancouver City Limits | Washougal     |
| Surface Water Project Areas  | Clark County          |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                        |
|---------------------------------------|------------------------|
| <b>Funding Status:</b>                | Unfunded               |
| <b>Existing Funds:</b>                | N/A                    |
| <b>SFS Funds:</b>                     | N/A                    |
| <b>Grant Funds:</b>                   | N/A                    |
| <b>Total Proj. Cost:</b>              | <b>\$12,000,000.00</b> |
| <b>*Start of Construction (Year):</b> | Unknown                |





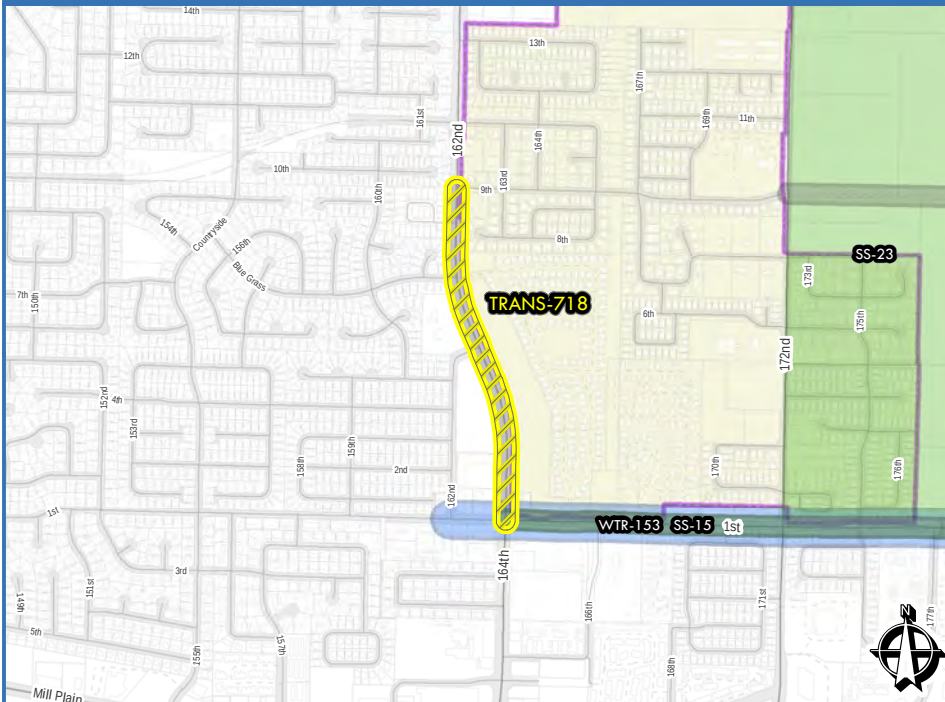
# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **NE 162ND AVE - SE 1ST ST TO NE 9TH ST**

PROJECT EXTENT: **SE 1ST ST**

TO: **NE 9TH ST**

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                |
|---------------------------------|----------------|
| <b>Program/Discipline Type:</b> | Transportation |
| <b>Project Type:</b>            | Capacity       |
| <b>Project Status:</b>          | Future         |
| <b>Funding Status:</b>          | Unfunded       |

## PROJECT DESCRIPTION

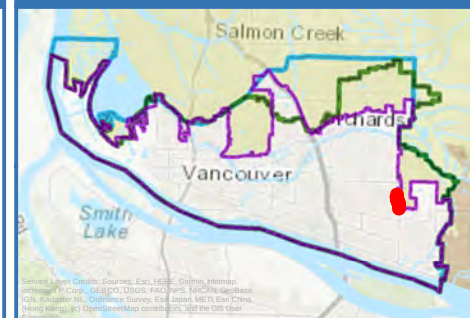
### Project Description / Comments

Upgrade of 5-lane road to 7-lane principal arterial street (3 lanes each direction plus turn lane), including sidewalks, bike facilities and streetlights. Roadway cross section will match the configuration to the north and south.

## LEGEND

|                              |                       |               |
|------------------------------|-----------------------|---------------|
| Project Area                 | Water Project Areas   | Battle Ground |
| Transportation Project Areas | SCIP Project Areas    | Camas         |
| Sanitary Sewer Project Areas | Vancouver City Limits | Washougal     |
| Surface Water Project Areas  | Clark County          |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                        |
|---------------------------------------|------------------------|
| <b>Funding Status:</b>                | Unfunded               |
| <b>Existing Funds:</b>                | N/A                    |
| <b>SFS Funds:</b>                     | N/A                    |
| <b>Grant Funds:</b>                   | N/A                    |
| <b>Total Proj. Cost:</b>              | <b>\$11,250,000.00</b> |
| <b>*Start of Construction (Year):</b> | Unknown                |

\*All project timing will be dependent on coordination with other departments including streets, pavement management, sewer, water and surface water.

Page 67 of 142



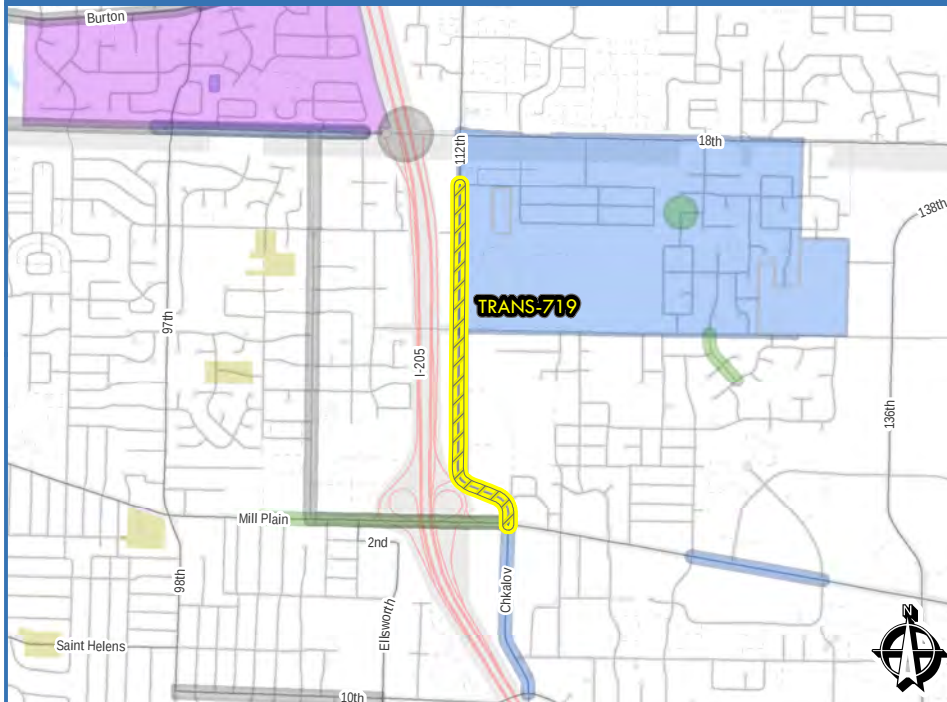
# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **NE 112TH AVE - E MILL PLAIN BLVD. TO NE 28TH ST**

PROJECT EXTENT: **E MILL PLAIN BLVD**

TO: **NE 15TH ST**

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                |
|---------------------------------|----------------|
| <b>Program/Discipline Type:</b> | Transportation |
| <b>Project Type:</b>            | Capacity       |
| <b>Project Status:</b>          | Future         |
| <b>Funding Status:</b>          | Unfunded       |

## PROJECT DESCRIPTION

### Project Description / Comments

Corridor improvements to bring NE 112th Ave up to urban arterial standards, and address safety and accessibility issues for all modes of travel.

## LEGEND

|                              |                       |               |
|------------------------------|-----------------------|---------------|
| Project Area                 | Water Project Areas   | Battle Ground |
| Transportation Project Areas | SCIP Project Areas    | Camas         |
| Sanitary Sewer Project Areas | Vancouver City Limits | Washougal     |
| Surface Water Project Areas  | Clark County          |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                       |
|---------------------------------------|-----------------------|
| <b>Funding Status:</b>                | Unfunded              |
| <b>Existing Funds:</b>                | N/A                   |
| <b>SFS Funds:</b>                     | N/A                   |
| <b>Grant Funds:</b>                   | N/A                   |
| <b>Total Proj. Cost:</b>              | <b>\$2,000,000.00</b> |
| <b>*Start of Construction (Year):</b> | Unknown               |

\*All project timing will be dependent on coordination with other departments including streets, pavement management, sewer, water and surface water.

Page 68 of 142

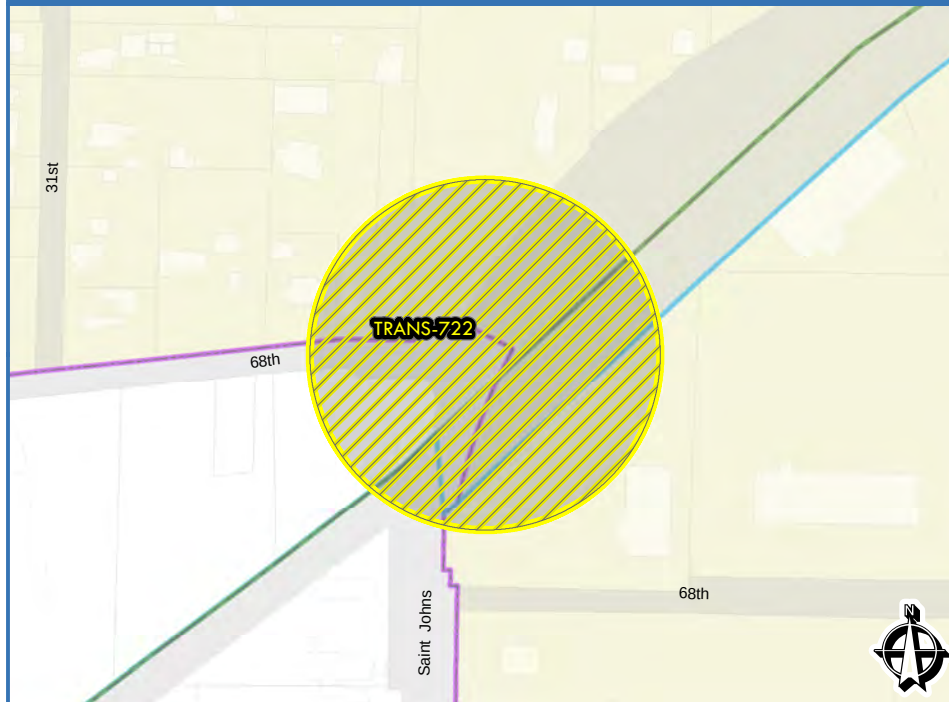


# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **ST JOHNS BLVD. @ NE 68TH ST**

PROJECT EXTENT:

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                |
|---------------------------------|----------------|
| <b>Program/Discipline Type:</b> | Transportation |
| <b>Project Type:</b>            | Traffic        |
| <b>Project Status:</b>          | On Hold        |
| <b>Funding Status:</b>          | Unfunded       |

## PROJECT DESCRIPTION

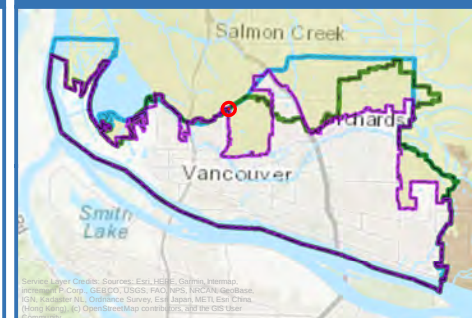
### Project Description / Comments

Modify existing intersection to improve traffic safety and level of service.

## LEGEND

|  |                              |  |                       |  |               |
|--|------------------------------|--|-----------------------|--|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |  |               |

## VICINITY MAP



## FUNDING & SCHEDULE

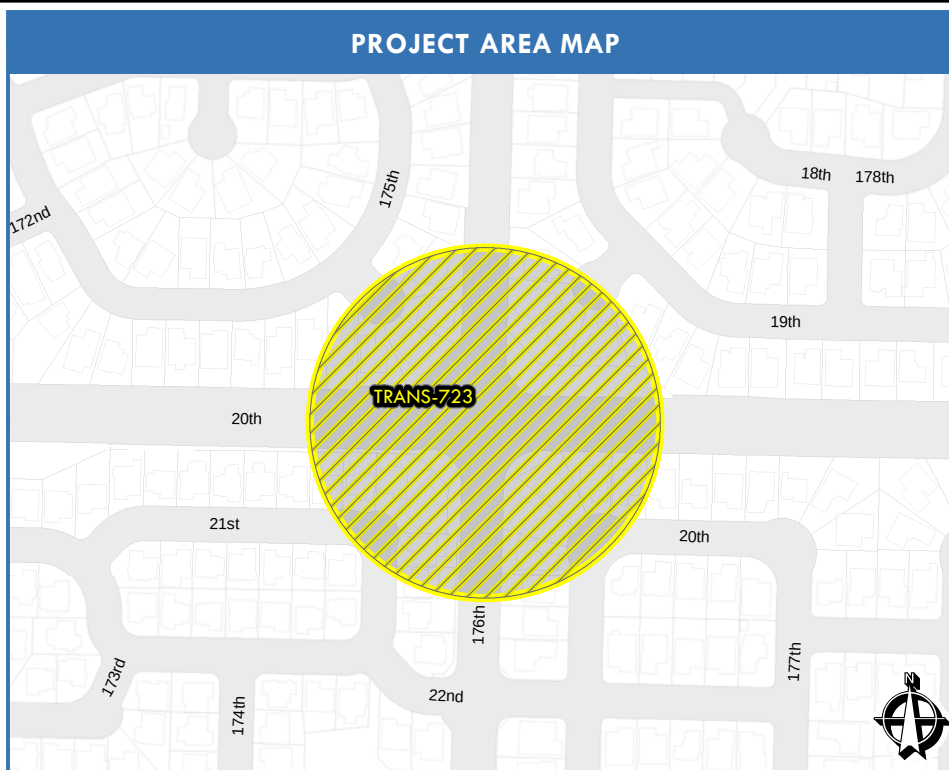
|                                       |                       |
|---------------------------------------|-----------------------|
| <b>Funding Status:</b>                | Unfunded              |
| <b>Existing Funds:</b>                | N/A                   |
| <b>SFS Funds:</b>                     | N/A                   |
| <b>Grant Funds:</b>                   | N/A                   |
| <b>Total Proj. Cost:</b>              | <b>\$1,000,000.00</b> |
| <b>*Start of Construction (Year):</b> | Unknown               |



# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **SE 20TH ST @ SE 176TH AVE**

PROJECT EXTENT:



## PROJECT SUMMARY

|                                 |                |
|---------------------------------|----------------|
| <b>Program/Discipline Type:</b> | Transportation |
| <b>Project Type:</b>            | Traffic        |
| <b>Project Status:</b>          | On Hold        |
| <b>Funding Status:</b>          | Unfunded       |

## PROJECT DESCRIPTION

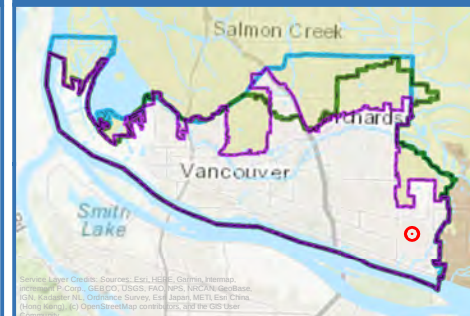
### Project Description / Comments

Modify existing intersection to improve traffic safety, operations and level of service.

## LEGEND

|                                                                                     |                              |                                                                                     |                       |                                                                                     |               |
|-------------------------------------------------------------------------------------|------------------------------|-------------------------------------------------------------------------------------|-----------------------|-------------------------------------------------------------------------------------|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |                                                                                     |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                     |
|---------------------------------------|---------------------|
| Funding Status:                       | Unfunded            |
| Existing Funds:                       | N/A                 |
| SFS Funds:                            | N/A                 |
| Grant Funds:                          | N/A                 |
| <b>Total Proj. Cost:</b>              | <b>\$500,000.00</b> |
| <b>*Start of Construction (Year):</b> | Unknown             |

\*All project timing will be dependent on coordination with other departments including streets, pavement management, sewer, water and surface water.



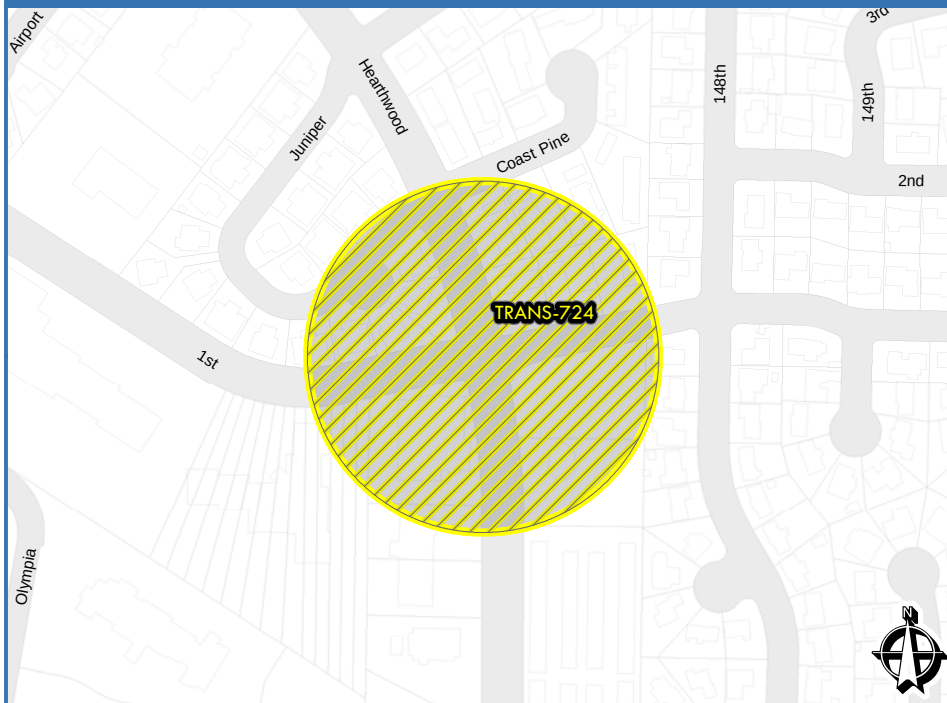


# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **HEARTHWOOD @ SE 1ST ST**

PROJECT EXTENT:

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                  |
|---------------------------------|------------------|
| <b>Program/Discipline Type:</b> | Transportation   |
| <b>Project Type:</b>            | Traffic          |
| <b>Project Status:</b>          | In Design        |
| <b>Funding Status:</b>          | Partially Funded |

## PROJECT DESCRIPTION

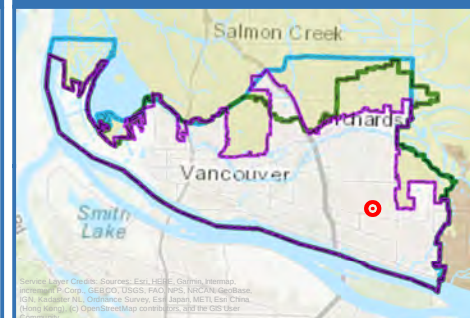
### Project Description / Comments

Modify existing intersection for traffic safety, operations and level of service. Design is currently underway and will determine required intersection modifications. Funded for Design and ROW through 2020.

## LEGEND

|  |                              |  |                       |  |               |
|--|------------------------------|--|-----------------------|--|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |  |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                     |
|---------------------------------------|---------------------|
| <b>Funding Status:</b>                | Partially Funded    |
| <b>Existing Funds:</b>                | N/A                 |
| <b>SFS Funds:</b>                     | N/A                 |
| <b>Grant Funds:</b>                   | N/A                 |
| <b>Total Proj. Cost:</b>              | <b>\$500,000.00</b> |
| <b>*Start of Construction (Year):</b> | Unknown             |



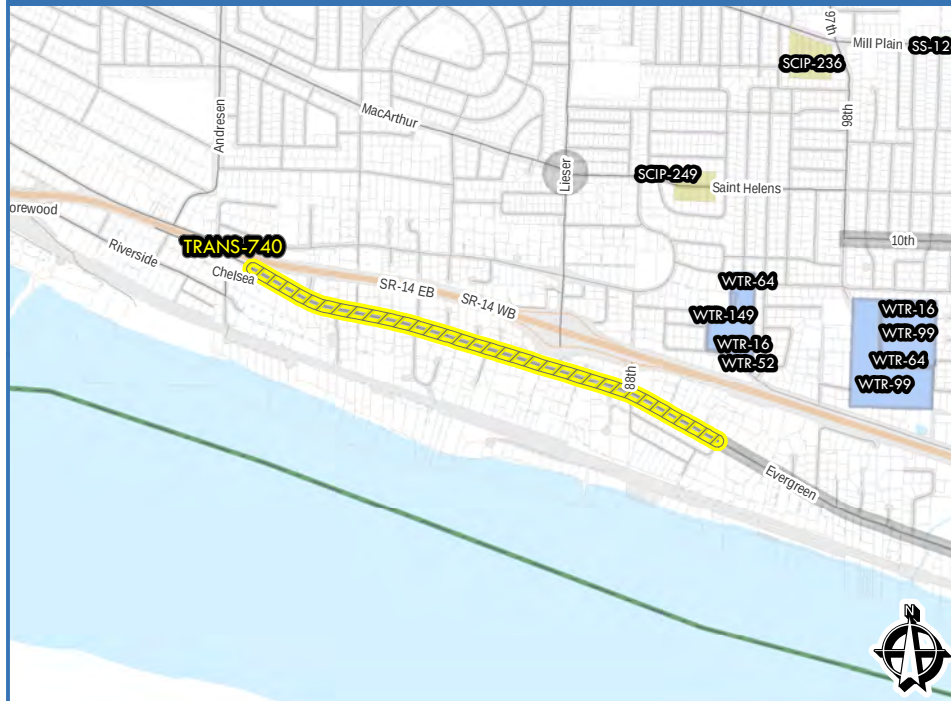
# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **EVERGREEN HWY PATHWAY - IMAGE RD. TO CHELSEA**

PROJECT EXTENT: **IMAGE RD**

TO: **CHELSEA**

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                  |
|---------------------------------|------------------|
| <b>Program/Discipline Type:</b> | Transportation   |
| <b>Project Type:</b>            | Multimodal       |
| <b>Project Status:</b>          | In Design        |
| <b>Funding Status:</b>          | Partially Funded |

## PROJECT DESCRIPTION

### Project Description / Comments

Upgrade roadway with 6-10 foot pedestrian pathway on south side, a priority east-west pedestrian and bicycle corridor. Design and ROW funded. No funding for construction.

## LEGEND

|                              |                       |               |
|------------------------------|-----------------------|---------------|
| Project Area                 | Water Project Areas   | Battle Ground |
| Transportation Project Areas | SCIP Project Areas    | Camas         |
| Sanitary Sewer Project Areas | Vancouver City Limits | Washougal     |
| Surface Water Project Areas  | Clark County          |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                       |
|---------------------------------------|-----------------------|
| <b>Funding Status:</b>                | Partially Funded      |
| <b>Existing Funds:</b>                | Yes                   |
| <b>SFS Funds:</b>                     | Yes                   |
| <b>Grant Funds:</b>                   | Potential             |
| <b>Total Proj. Cost:</b>              | <b>\$2,400,000.00</b> |
| <b>*Start of Construction (Year):</b> | Uncertain             |

\*All project timing will be dependent on coordination with other departments including streets, pavement management, sewer, water and surface water.  
 Project codes (WTR-XXX, SS-XXX, SW-XXX & SCIP-XXX) can be found in the 6 Year Public Works Capital Improvement Program (CIP) document.



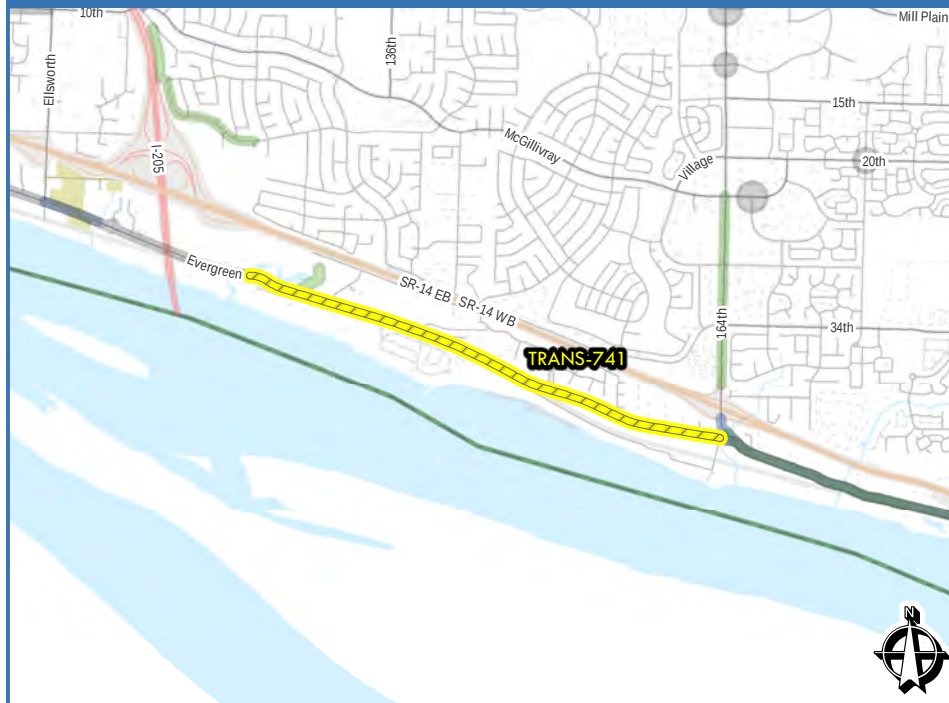
# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **EVERGREEN HWY PATHWAY - COLUMBIA SPRINGS TO SE 164TH AVE**

PROJECT EXTENT: **SE SILVER SPRINGS DR**

**TO: SE 164TH AVE**

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                  |
|---------------------------------|------------------|
| <b>Program/Discipline Type:</b> | Transportation   |
| <b>Project Type:</b>            | Multimodal       |
| <b>Project Status:</b>          | In Design        |
| <b>Funding Status:</b>          | Partially Funded |

## PROJECT DESCRIPTION

### **Project Description / Comments**

Upgrade roadway with 6-10 foot pedestrian pathway, a priority east-west pedestrian and bicycle corridor. Design partially funded by citizen efforts.

## LEGEND

|  |                              |  |                       |  |               |
|--|------------------------------|--|-----------------------|--|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |  |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                       |
|---------------------------------------|-----------------------|
| <b>Funding Status:</b>                | Partially Funded      |
| <b>Existing Funds:</b>                | Yes                   |
| <b>SFS Funds:</b>                     | No                    |
| <b>Grant Funds:</b>                   | Potential             |
| <b>Total Proj. Cost:</b>              | <b>\$5,100,000.00</b> |
| <b>*Start of Construction (Year):</b> | Uncertain             |

\*All project timing will be dependent on coordination with other departments including streets, pavement management, sewer, water and surface water.

Page 78 of 142



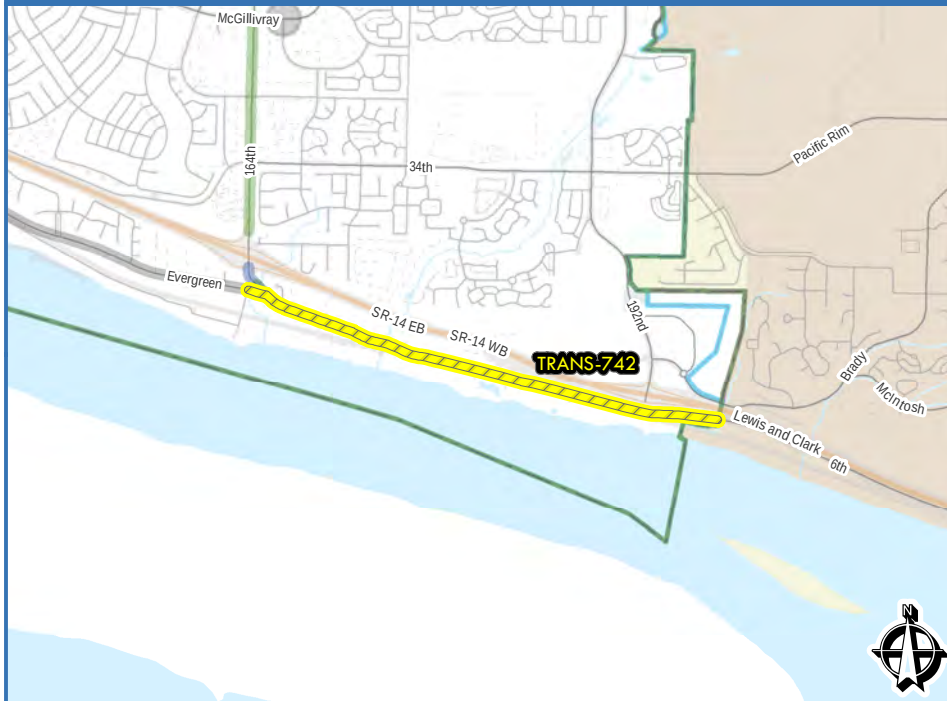
# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **EVERGREEN HWY PATHWAY - SE 164TH AVE TO E. CITY LIMITS**

PROJECT EXTENT: **SE 164TH AVE**

TO: **EAST CITY LIMITS**

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                |
|---------------------------------|----------------|
| <b>Program/Discipline Type:</b> | Transportation |
| <b>Project Type:</b>            | Multimodal     |
| <b>Project Status:</b>          | Future         |
| <b>Funding Status:</b>          | Unfunded       |

## PROJECT DESCRIPTION

### **Project Description / Comments**

Upgrade roadway with 6-10 foot pedestrian pathway on south side, a priority east-west pedestrian and bicycle corridor.

## LEGEND

|  |                              |  |                       |  |               |
|--|------------------------------|--|-----------------------|--|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |  |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                       |
|---------------------------------------|-----------------------|
| <b>Funding Status:</b>                | Unfunded              |
| <b>Existing Funds:</b>                | N/A                   |
| <b>SFS Funds:</b>                     | N/A                   |
| <b>Grant Funds:</b>                   | N/A                   |
| <b>Total Proj. Cost:</b>              | <b>\$7,000,000.00</b> |
| <b>*Start of Construction (Year):</b> | Unknown               |

\*All project timing will be dependent on coordination with other departments including streets, pavement management, sewer, water and surface water.





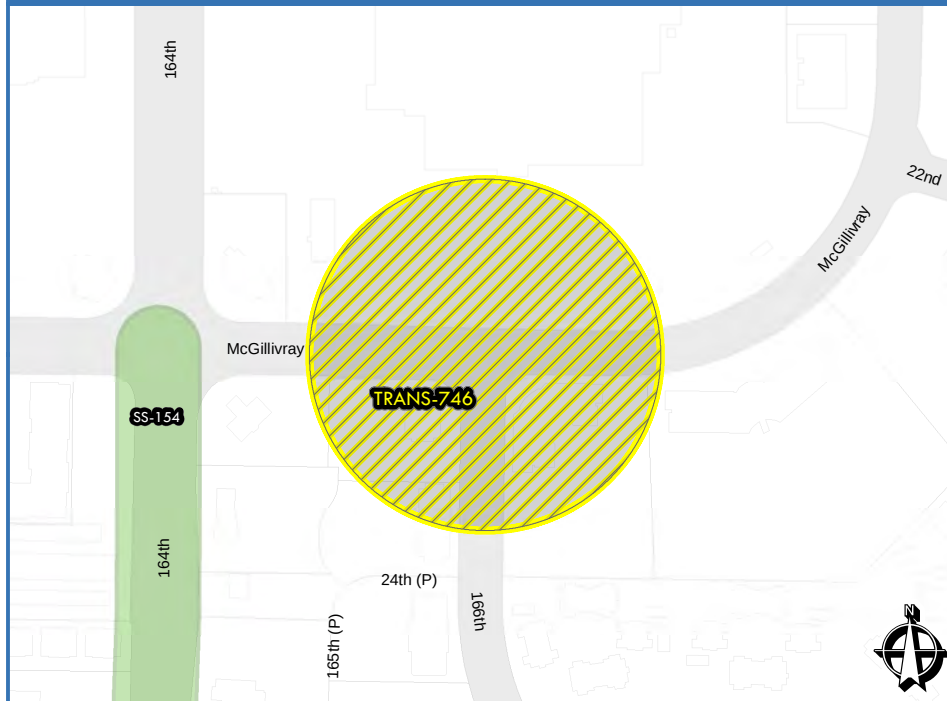
# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **SE MCGILLIVRAY BLVD. @ SE 166TH AVE**

PROJECT EXTENT: **SE 164TH AVE**

TO: **SE 166TH AVE**

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                |
|---------------------------------|----------------|
| <b>Program/Discipline Type:</b> | Transportation |
| <b>Project Type:</b>            | Traffic        |
| <b>Project Status:</b>          | On Hold        |
| <b>Funding Status:</b>          | Unfunded       |

## PROJECT DESCRIPTION

### Project Description / Comments

Improve intersection with urban roundabout, including upgrades to ADA ramps and streetlights.

## LEGEND

|  |                              |  |                       |  |               |
|--|------------------------------|--|-----------------------|--|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |  |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                     |
|---------------------------------------|---------------------|
| <b>Funding Status:</b>                | Unfunded            |
| <b>Existing Funds:</b>                | Yes                 |
| <b>SFS Funds:</b>                     | No                  |
| <b>Grant Funds:</b>                   | No                  |
| <b>Total Proj. Cost:</b>              | <b>\$600,000.00</b> |
| <b>*Start of Construction (Year):</b> |                     |

\*All project timing will be dependent on coordination with other departments including streets, pavement management, sewer, water and surface water.

Page 75 of 142 TR-XXX, SS-XXX, SW-XXX & SCIP-XXX can be found in the 6 Year Public Works Capital Improvement Program (CIP) document.



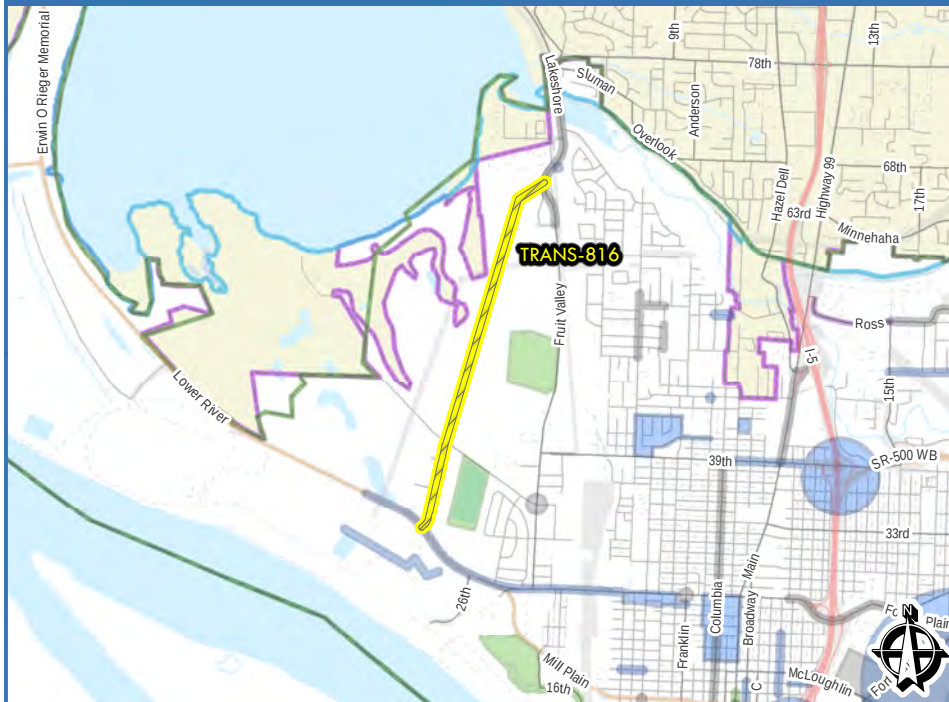
# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **NW 32ND AVE - SR501 TO WHITNEY**

PROJECT EXTENT: **LOWER RIVER RD**

TO: **FRUIT VALLEY RD**

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                |
|---------------------------------|----------------|
| <b>Program/Discipline Type:</b> | Transportation |
| <b>Project Type:</b>            | Capacity       |
| <b>Project Status:</b>          | Future         |
| <b>Funding Status:</b>          | Unfunded       |

## PROJECT DESCRIPTION

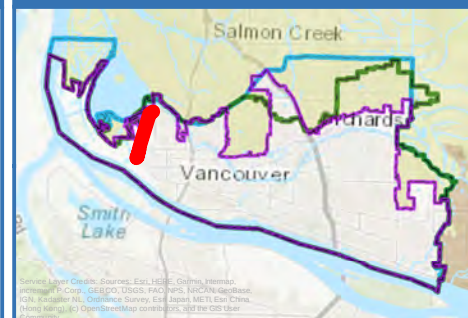
### Project Description / Comments

New arterial street from SR501 to Fruit Valley Road to improve freight mobility, reduce congestion, enhance safety and preserve neighborhood livability. We've recently completed a feasibility study for this corridor. The Westside Mobility Study also recommends this project be constructed to help move people, freight, and goods. See related project TRANS-536 - Fruit Valley Rd. - NW 61st St to NW 78th St.

## LEGEND

|                              |                       |               |
|------------------------------|-----------------------|---------------|
| Project Area                 | Water Project Areas   | Battle Ground |
| Transportation Project Areas | SCIP Project Areas    | Camas         |
| Sanitary Sewer Project Areas | Vancouver City Limits | Washougal     |
| Surface Water Project Areas  | Clark County          |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                        |
|---------------------------------------|------------------------|
| <b>Funding Status:</b>                | Unfunded               |
| <b>Existing Funds:</b>                | N/A                    |
| <b>SFS Funds:</b>                     | N/A                    |
| <b>Grant Funds:</b>                   | N/A                    |
| <b>Total Proj. Cost:</b>              | <b>\$52,000,000.00</b> |
| <b>*Start of Construction (Year):</b> | Unknown                |



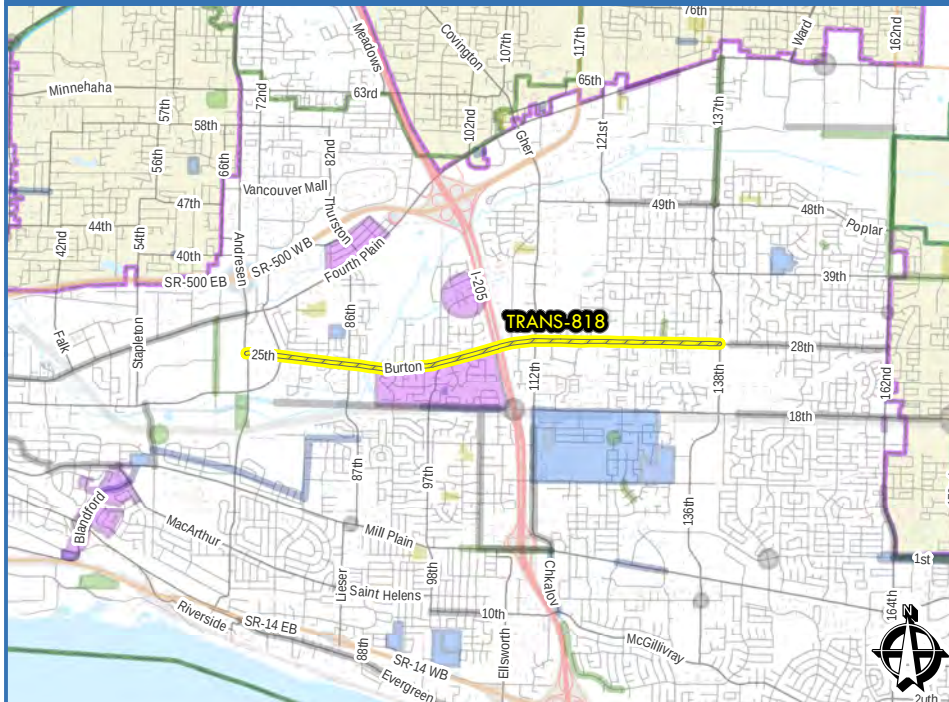
# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **NE BURTON/28TH STREET - NE ANDRESEN RD TO NE 138TH AVE**

PROJECT EXTENT: **NE ANDRESEN RD**

**TO: NE 138TH AVE**

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                |
|---------------------------------|----------------|
| <b>Program/Discipline Type:</b> | Transportation |
| <b>Project Type:</b>            | Traffic        |
| <b>Project Status:</b>          | Future         |
| <b>Funding Status:</b>          | Unfunded       |

## PROJECT DESCRIPTION

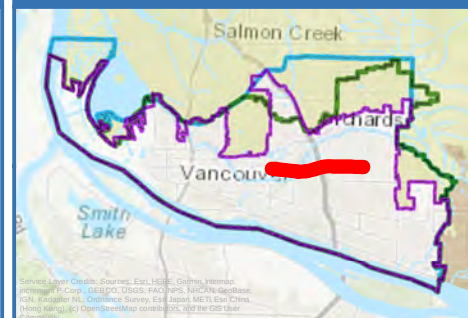
### Project Description / Comments

Installation of connections between fiber optic cables to traffic signal controllers to improve signal operations along the corridor.

## LEGEND

|  |                              |  |                       |  |               |
|--|------------------------------|--|-----------------------|--|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |  |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                       |
|---------------------------------------|-----------------------|
| <b>Funding Status:</b>                | Unfunded              |
| <b>Existing Funds:</b>                | N/A                   |
| <b>SFS Funds:</b>                     | N/A                   |
| <b>Grant Funds:</b>                   | N/A                   |
| <b>Total Proj. Cost:</b>              | <b>\$1,000,000.00</b> |
| <b>*Start of Construction (Year):</b> | Unknown               |



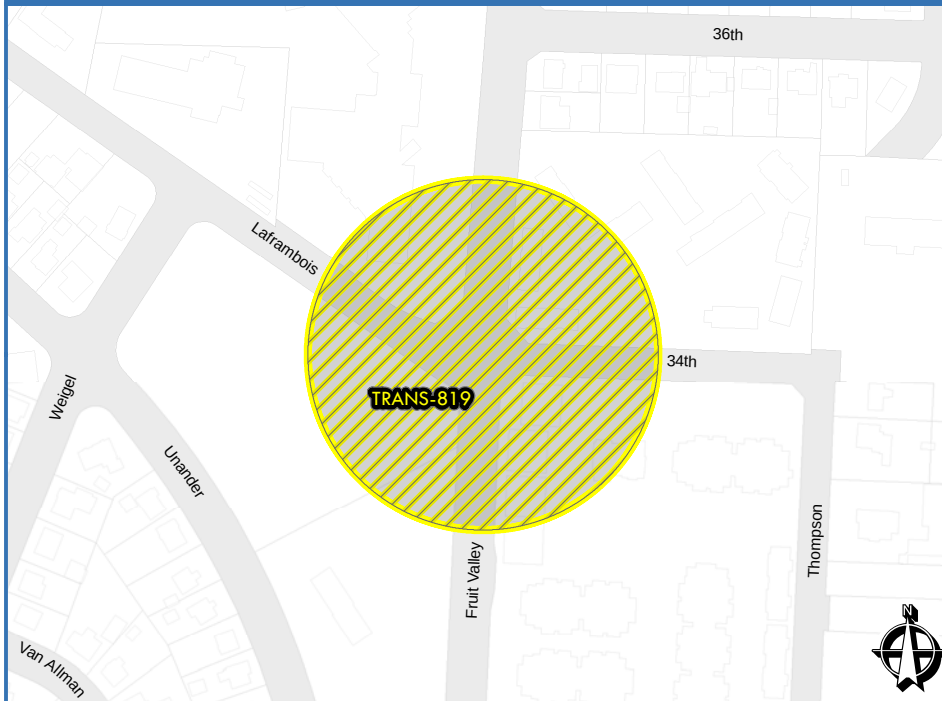


# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **NW FRUIT VALLEY RD @ LA FRAMBOIS**

PROJECT EXTENT:

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                |
|---------------------------------|----------------|
| <b>Program/Discipline Type:</b> | Transportation |
| <b>Project Type:</b>            | Traffic        |
| <b>Project Status:</b>          | Future         |
| <b>Funding Status:</b>          | Unfunded       |

## PROJECT DESCRIPTION

### **Project Description / Comments**

Upgrade existing signal to current standards.

## LEGEND

|  |                              |  |                       |  |               |
|--|------------------------------|--|-----------------------|--|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |  |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                     |
|---------------------------------------|---------------------|
| <b>Funding Status:</b>                | Unfunded            |
| <b>Existing Funds:</b>                | N/A                 |
| <b>SFS Funds:</b>                     | N/A                 |
| <b>Grant Funds:</b>                   | N/A                 |
| <b>Total Proj. Cost:</b>              | <b>\$500,000.00</b> |
| <b>*Start of Construction (Year):</b> | Unknown             |

\*All project timing will be dependent on coordination with other departments including streets, pavement management, sewer, water and surface water.



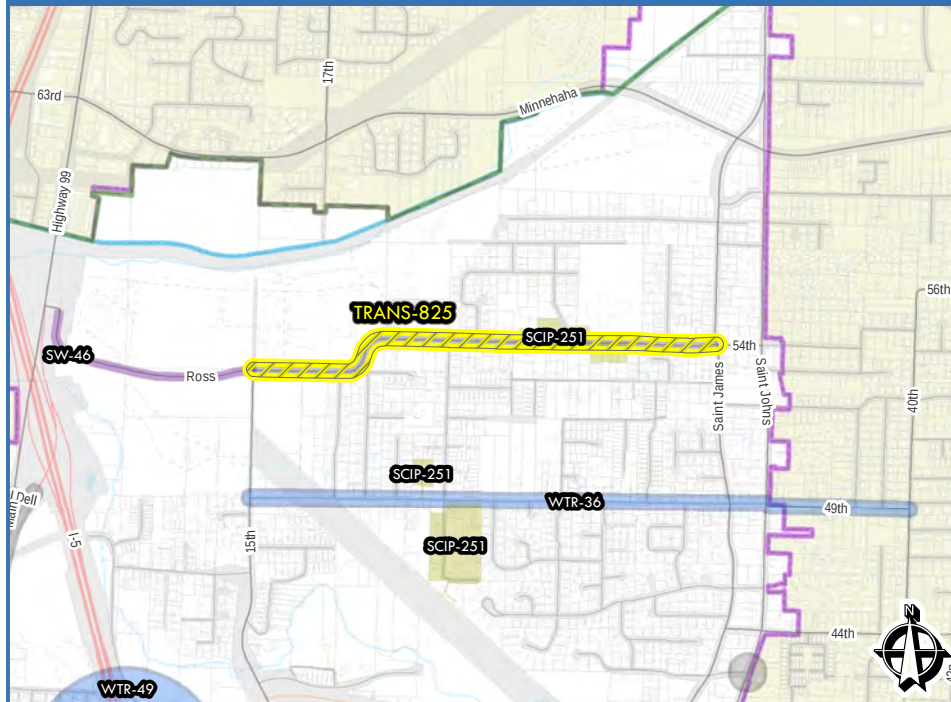
# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **NE 54TH STREET - NE 15TH AVE TO NE SAINT JAMES RD**

PROJECT EXTENT: **NE 15TH AVE**

**TO: NE SAINT JAMES RD**

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                |
|---------------------------------|----------------|
| <b>Program/Discipline Type:</b> | Transportation |
| <b>Project Type:</b>            | Capacity       |
| <b>Project Status:</b>          | Future         |
| <b>Funding Status:</b>          | Unfunded       |

## PROJECT DESCRIPTION

### Project Description / Comments

Upgrade of existing 2-lane road to an urban arterial (1 lane each direction plus turn lane), including sidewalks, ADA ramps, bike facilities and streetlights to improve safety, mobility, accessibility and level of service. New signal to be added at NE 54th St and St John's Blvd.

## LEGEND

|  |                              |  |                       |  |               |
|--|------------------------------|--|-----------------------|--|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |  |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                        |
|---------------------------------------|------------------------|
| <b>Funding Status:</b>                | Unfunded               |
| <b>Existing Funds:</b>                | N/A                    |
| <b>SFS Funds:</b>                     | N/A                    |
| <b>Grant Funds:</b>                   | N/A                    |
| <b>Total Proj. Cost:</b>              | <b>\$14,000,000.00</b> |
| <b>*Start of Construction (Year):</b> | Unknown                |



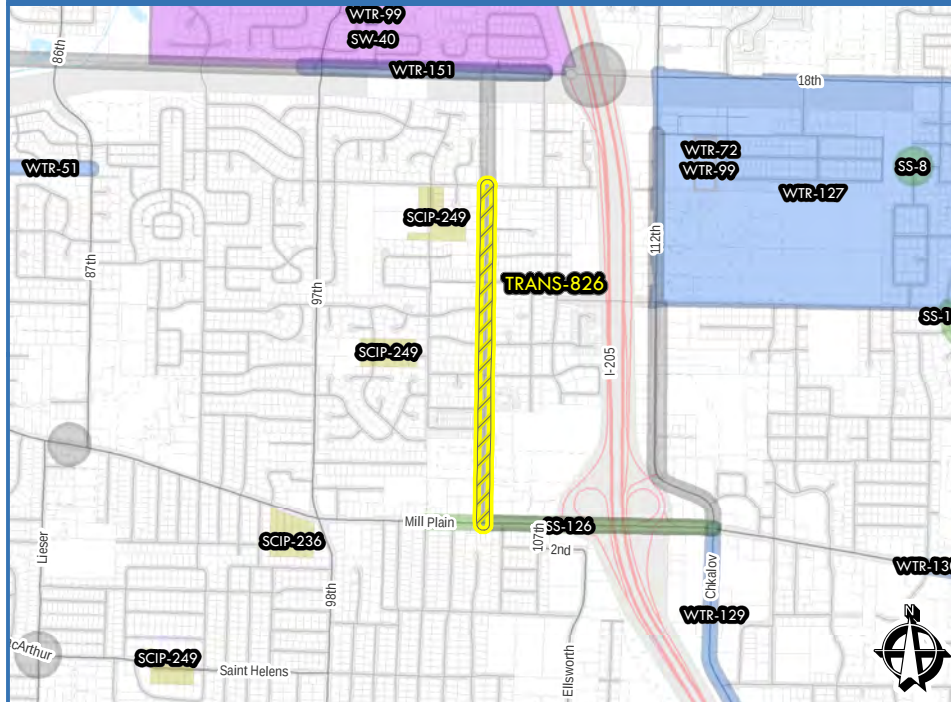
# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **NE 104TH AVENUE - SE MILL PLAIN BLVD TO NE 14TH STREET**

PROJECT EXTENT: **SE MILL PLAIN BLVD**

**TO: NE 14TH ST**

## PROJECT AREA MAP



## LEGEND

- |                              |                       |               |
|------------------------------|-----------------------|---------------|
| Project Area                 | Water Project Areas   | Battle Ground |
| Transportation Project Areas | SCIP Project Areas    | Camas         |
| Sanitary Sewer Project Areas | Vancouver City Limits | Washougal     |
| Surface Water Project Areas  | Clark County          |               |

## PROJECT SUMMARY

|                          |                |
|--------------------------|----------------|
| Program/Discipline Type: | Transportation |
| Project Type:            | Capacity       |
| Project Status:          | Future         |
| Funding Status:          | Unfunded       |

## PROJECT DESCRIPTION

### Project Description / Comments

Upgrade of existing 2-lane road to urban arterial (1 lane each direction plus turn lane), including sidewalks, ADA ramps, bike facilities and streetlights.

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                        |
|---------------------------------------|------------------------|
| Funding Status:                       | Unfunded               |
| Existing Funds:                       | N/A                    |
| SFS Funds:                            | N/A                    |
| Grant Funds:                          | N/A                    |
| <b>Total Proj. Cost:</b>              | <b>\$10,000,000.00</b> |
| <b>*Start of Construction (Year):</b> | Unknown                |

\*All project timing will be dependent on coordination with other departments including streets, pavement management, sewer, water and surface water.

Page 80 of 142 WTR-XXX, SS-XXX, SW-XXX & SCIP-XXX can be found in the 6 Year Public Works Capital Improvement Program (CIP) document.



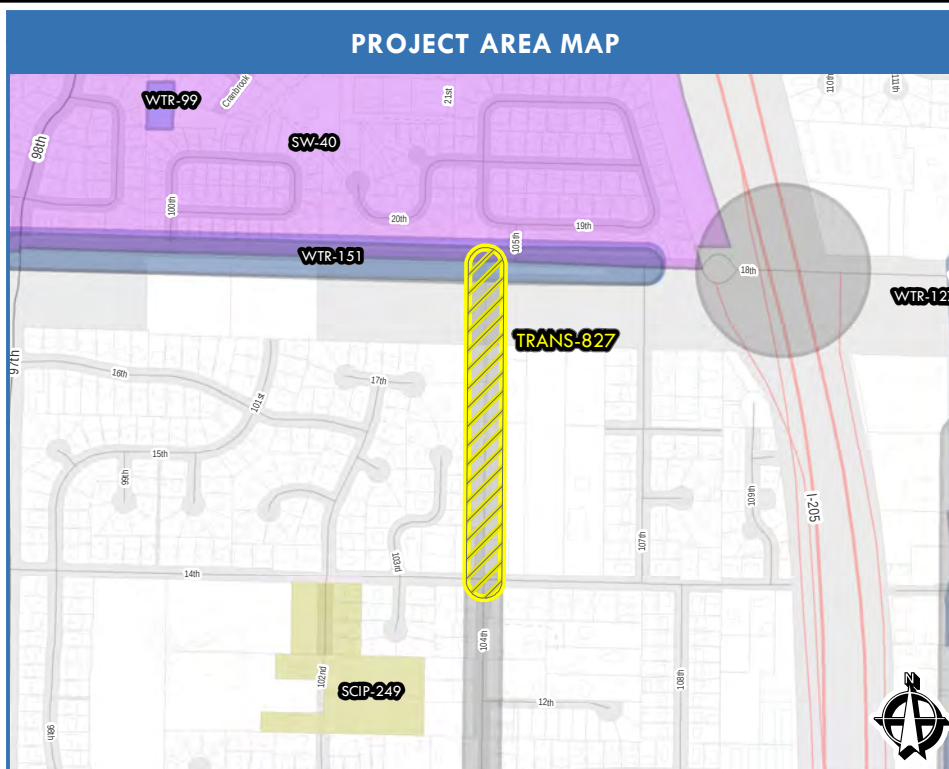


# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

**PROJECT: NE 104TH AVENUE - NE 14TH STREET TO NE 18TH STREET**

PROJECT EXTENT: **NE 14TH ST**

**TO: NE 18TH ST**



## PROJECT SUMMARY

|                                 |                |
|---------------------------------|----------------|
| <b>Program/Discipline Type:</b> | Transportation |
| <b>Project Type:</b>            | Capacity       |
| <b>Project Status:</b>          | Future         |
| <b>Funding Status:</b>          | Unfunded       |

## PROJECT DESCRIPTION

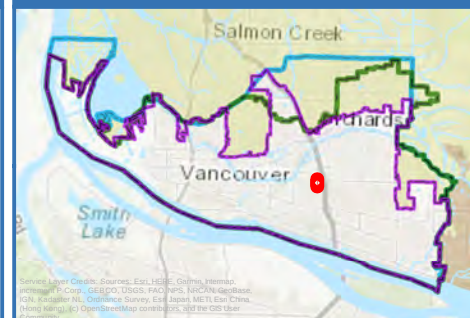
### Project Description / Comments

New arterial street (1 lane each direction plus turn lane), with sidewalks, ADA ramps, bike facilities and streetlights, to increase safety, mobility, accessibility and level of service.

## LEGEND

|                                                                                     |                              |                                                                                     |                       |                                                                                     |               |
|-------------------------------------------------------------------------------------|------------------------------|-------------------------------------------------------------------------------------|-----------------------|-------------------------------------------------------------------------------------|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |                                                                                     |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                        |
|---------------------------------------|------------------------|
| Funding Status:                       | Unfunded               |
| Existing Funds:                       | N/A                    |
| SFS Funds:                            | N/A                    |
| Grant Funds:                          | N/A                    |
| <b>Total Proj. Cost:</b>              | <b>\$10,000,000.00</b> |
| <b>*Start of Construction (Year):</b> | Unknown                |

\*All project timing will be dependent on coordination with other departments including streets, pavement management, sewer, water and surface water.



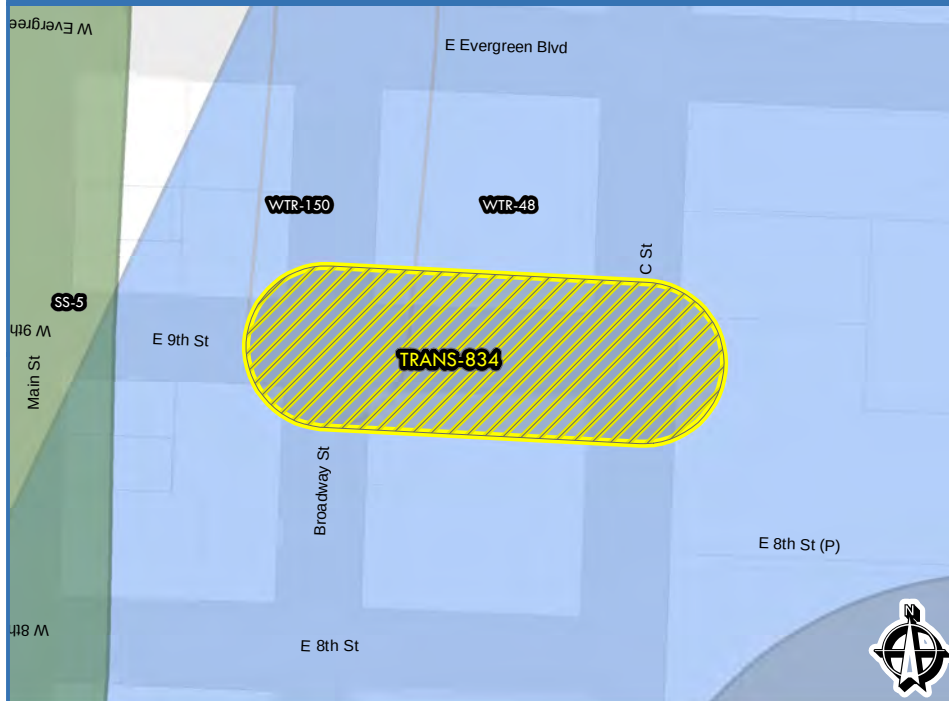
# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **NE 9TH ST - BROADWAY TO C ST**

PROJECT EXTENT: **BROADWAY ST**

TO: **C ST**

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                |
|---------------------------------|----------------|
| <b>Program/Discipline Type:</b> | Transportation |
| <b>Project Type:</b>            | Capacity       |
| <b>Project Status:</b>          | Future         |
| <b>Funding Status:</b>          | Unfunded       |

## PROJECT DESCRIPTION

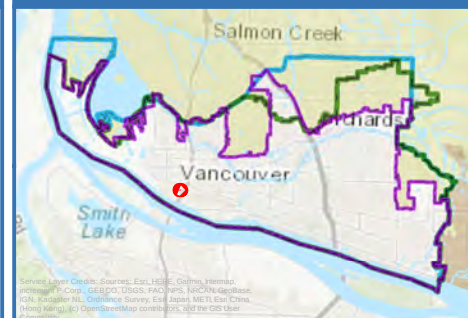
### Project Description / Comments

Extend 9th street from Broadway to C Street, including travel lanes, sidewalk, ADA ramps and streetlights, similar to existing 9th.

## LEGEND

|  |                              |  |                       |  |               |
|--|------------------------------|--|-----------------------|--|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |  |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                       |
|---------------------------------------|-----------------------|
| <b>Funding Status:</b>                | Unfunded              |
| <b>Existing Funds:</b>                | N/A                   |
| <b>SFS Funds:</b>                     | N/A                   |
| <b>Grant Funds:</b>                   | N/A                   |
| <b>Total Proj. Cost:</b>              | <b>\$2,000,000.00</b> |
| <b>*Start of Construction (Year):</b> | Unknown               |

\*All project timing will be dependent on coordination with other departments including streets, pavement management, sewer, water and surface water.

Page 82 of 142



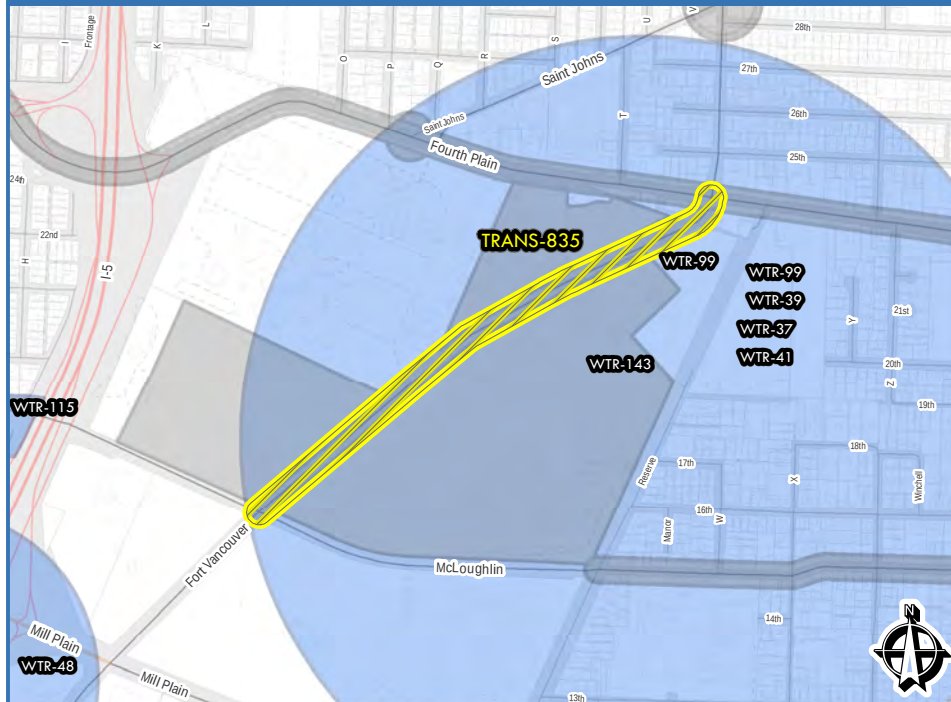
# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **FORT VANCOUVER WAY AND MCLOUGHLIN SIDEWALK INFILL AND HAWK SIGNAL**

PROJECT EXTENT: **E MCLOUGHLIN BLVD**

TO: **E FOURTH PLAIN BLVD**

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                 |
|---------------------------------|-----------------|
| <b>Program/Discipline Type:</b> | Transportation  |
| <b>Project Type:</b>            | Enhancement     |
| <b>Project Status:</b>          | In Construction |
| <b>Funding Status:</b>          | Funded          |

## PROJECT DESCRIPTION

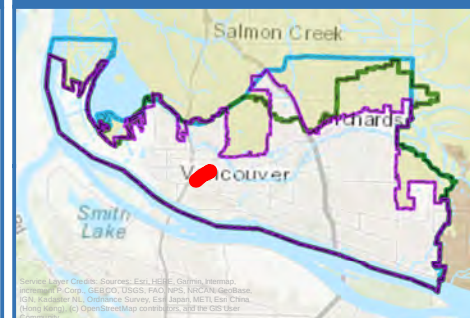
### Project Description / Comments

Pedestrian, bike, and aesthetic improvements along multiple streets within and around the Central Park Subarea boundaries. Project to be completed by 2020.

## LEGEND

|  |                              |  |                       |  |               |
|--|------------------------------|--|-----------------------|--|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |  |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                       |
|---------------------------------------|-----------------------|
| <b>Funding Status:</b>                | Funded                |
| <b>Existing Funds:</b>                | Yes                   |
| <b>SFS Funds:</b>                     | No                    |
| <b>Grant Funds:</b>                   | Yes                   |
| <b>Total Proj. Cost:</b>              | <b>\$1,125,000.00</b> |
| <b>*Start of Construction (Year):</b> | 2018                  |

\*All project timing will be dependent on coordination with other departments including streets, pavement management, sewer, water and surface water.

Page 83 of 142 WTR-XXX, SS-XXX, SW-XXX & SCIP-XXX can be found in the 6 Year Public Works Capital Improvement Program (CIP) document.



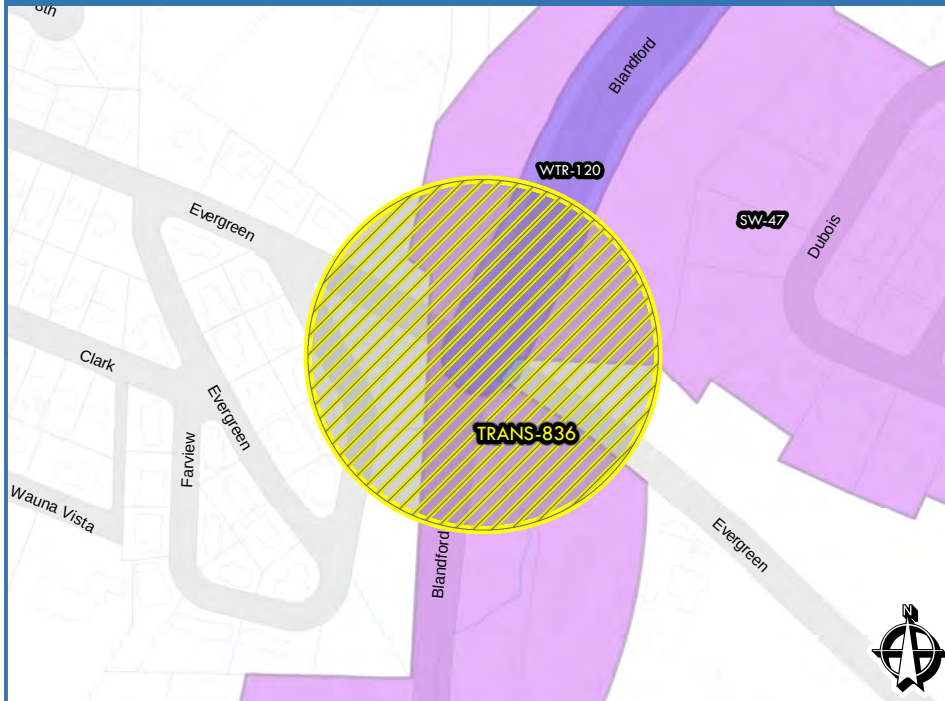


# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **EVERGREEN BLVD BRIDGE AT BLANDFORD**

PROJECT EXTENT:

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                |
|---------------------------------|----------------|
| <b>Program/Discipline Type:</b> | Transportation |
| <b>Project Type:</b>            | Safety         |
| <b>Project Status:</b>          | Future         |
| <b>Funding Status:</b>          | Unfunded       |

## PROJECT DESCRIPTION

### Project Description / Comments

Replace existing bridge along Evergreen Blvd at Blandford with new structure. Project will address safety and accessibility for all modes of travel.

## LEGEND

|  |                              |  |                       |  |               |
|--|------------------------------|--|-----------------------|--|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |  |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                        |
|---------------------------------------|------------------------|
| <b>Funding Status:</b>                | Unfunded               |
| <b>Existing Funds:</b>                | N/A                    |
| <b>SFS Funds:</b>                     | N/A                    |
| <b>Grant Funds:</b>                   | N/A                    |
| <b>Total Proj. Cost:</b>              | <b>\$15,000,000.00</b> |
| <b>*Start of Construction (Year):</b> | Unknown                |



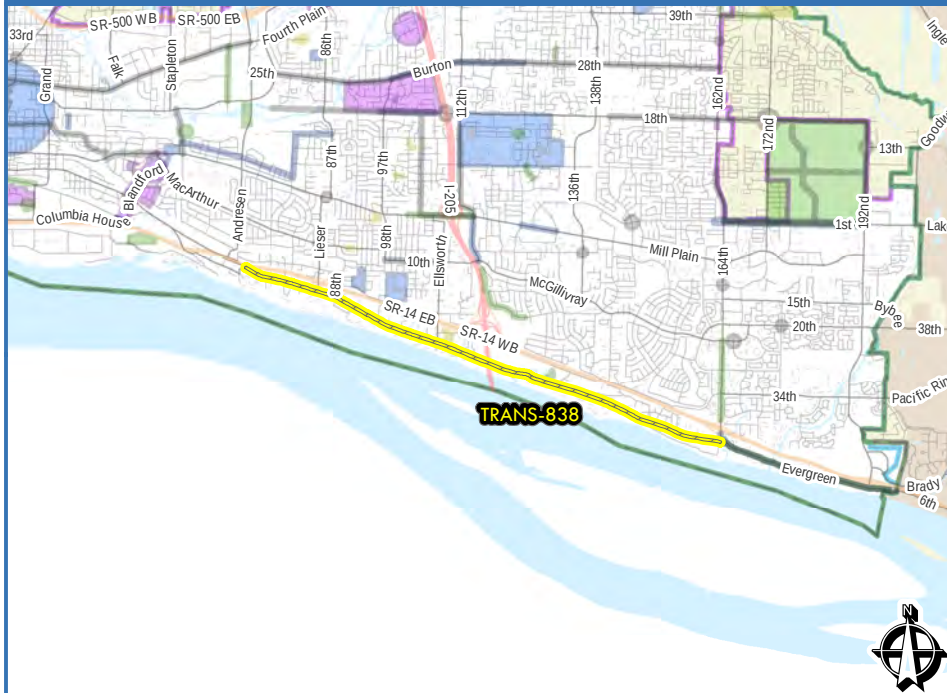
# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **EVERGREEN HIGHWAY PAVEMENT PROJECT**

PROJECT EXTENT: **CHELSEA**

TO: **164TH AVE**

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                |
|---------------------------------|----------------|
| <b>Program/Discipline Type:</b> | Transportation |
| <b>Project Type:</b>            | Reconstruction |
| <b>Project Status:</b>          | Future         |
| <b>Funding Status:</b>          | Unfunded       |

## PROJECT DESCRIPTION

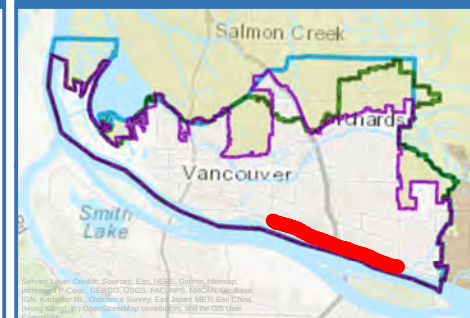
### Project Description / Comments

Project includes developing customized roadway cross section for this section, then reconstructing to that standard. In addition, project includes reconfiguration of intersection of 164th Ave/ Evergreen Hwy. Cost estimates to be determined following development and adoption of roadway cross section. The City continues to resurface sections of the corridor as resources allow.

## LEGEND

|  |                              |  |                       |  |               |
|--|------------------------------|--|-----------------------|--|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |  |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                        |
|---------------------------------------|------------------------|
| <b>Funding Status:</b>                | Unfunded               |
| <b>Existing Funds:</b>                | N/A                    |
| <b>SFS Funds:</b>                     | N/A                    |
| <b>Grant Funds:</b>                   | N/A                    |
| <b>Total Proj. Cost:</b>              | <b>\$40,000,000.00</b> |
| <b>*Start of Construction (Year):</b> | Unknown                |

\*All project timing will be dependent on coordination with other departments including streets, pavement management, sewer, water and surface water.



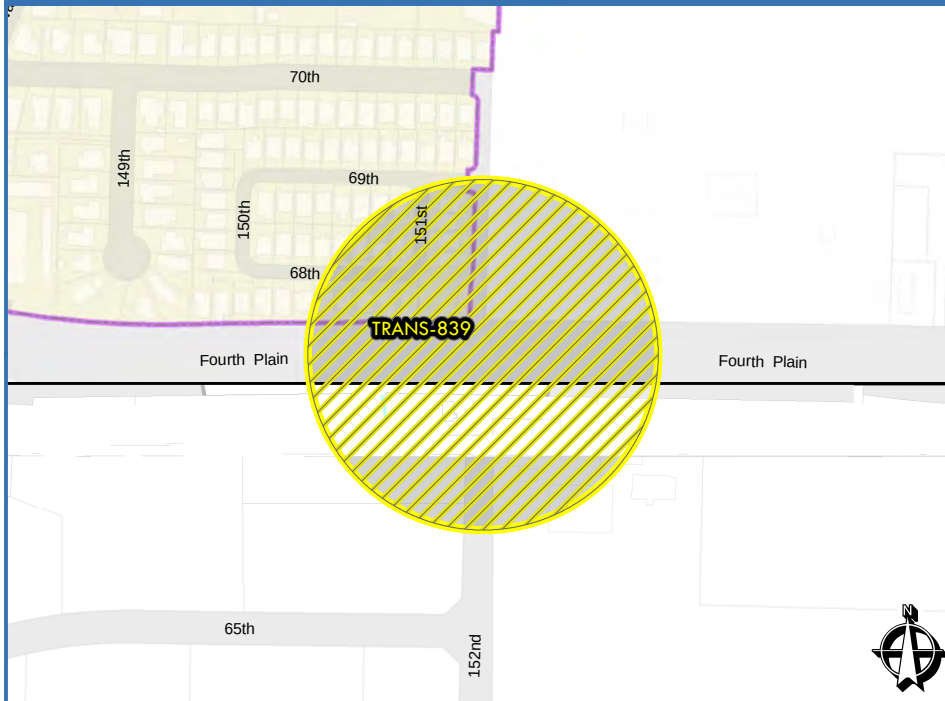
# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **152ND AVE AND FOURTH PLAIN BLVD SIGNAL**

PROJECT EXTENT: **152ND AVENUE**

TO: **4TH PLAIN BOULEVARD**

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                |
|---------------------------------|----------------|
| <b>Program/Discipline Type:</b> | Transportation |
| <b>Project Type:</b>            | Traffic        |
| <b>Project Status:</b>          | Future         |
| <b>Funding Status:</b>          | Unfunded       |

## PROJECT DESCRIPTION

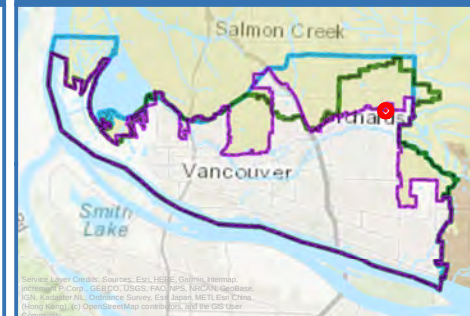
### Project Description / Comments

Install new signal to accommodate future growth

## LEGEND

|  |                              |  |                       |  |               |
|--|------------------------------|--|-----------------------|--|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |  |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                     |
|---------------------------------------|---------------------|
| <b>Funding Status:</b>                | Unfunded            |
| <b>Existing Funds:</b>                | N/A                 |
| <b>SFS Funds:</b>                     | N/A                 |
| <b>Grant Funds:</b>                   | N/A                 |
| <b>Total Proj. Cost:</b>              | <b>\$500,000.00</b> |
| <b>*Start of Construction (Year):</b> | Unknown             |

\*All project timing will be dependent on coordination with other departments including streets, pavement management, sewer, water and surface water.

Page 86 of 142





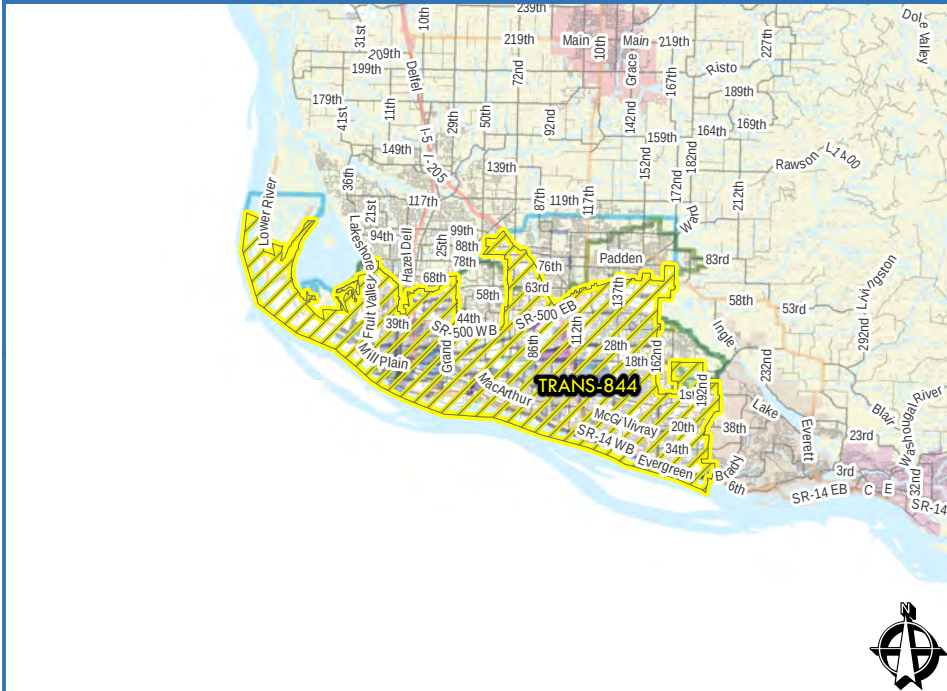


# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **MULTIMODAL SAFETY AND ACCESSIBILITY**

PROJECT EXTENT: **CITYWIDE**

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                |
|---------------------------------|----------------|
| <b>Program/Discipline Type:</b> | Transportation |
| <b>Project Type:</b>            | Ongoing        |
| <b>Project Status:</b>          | Ongoing        |
| <b>Funding Status:</b>          | Funded         |

## PROJECT DESCRIPTION

### Project Description / Comments

Ongoing program to address safety and accessibility for people walking and biking. Our 2019 projects to focus on bicycle infrastructure. The 2019 program also focuses on sidewalk infill projects. Sub projects for 2019 include: Devine Sidewalk Improvements (Trans-871); 112th Avenue Sidewalk (Trans-852).

## LEGEND

|  |                              |  |                       |  |               |
|--|------------------------------|--|-----------------------|--|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |  |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |         |
|---------------------------------------|---------|
| <b>Funding Status:</b>                | Funded  |
| <b>Existing Funds:</b>                | No      |
| <b>SFS Funds:</b>                     | Yes     |
| <b>Grant Funds:</b>                   | No      |
| <b>Total Proj. Cost:</b>              |         |
| <b>*Start of Construction (Year):</b> | Ongoing |

\*All project timing will be dependent on coordination with other departments including streets, pavement management, sewer, water and surface water.  
 If the project is a TR-XXX, SS-XXX, SW-XXX & SCIP-XXX can be found in the 6 Year Public Works Capital Improvement Program (CIP) document.

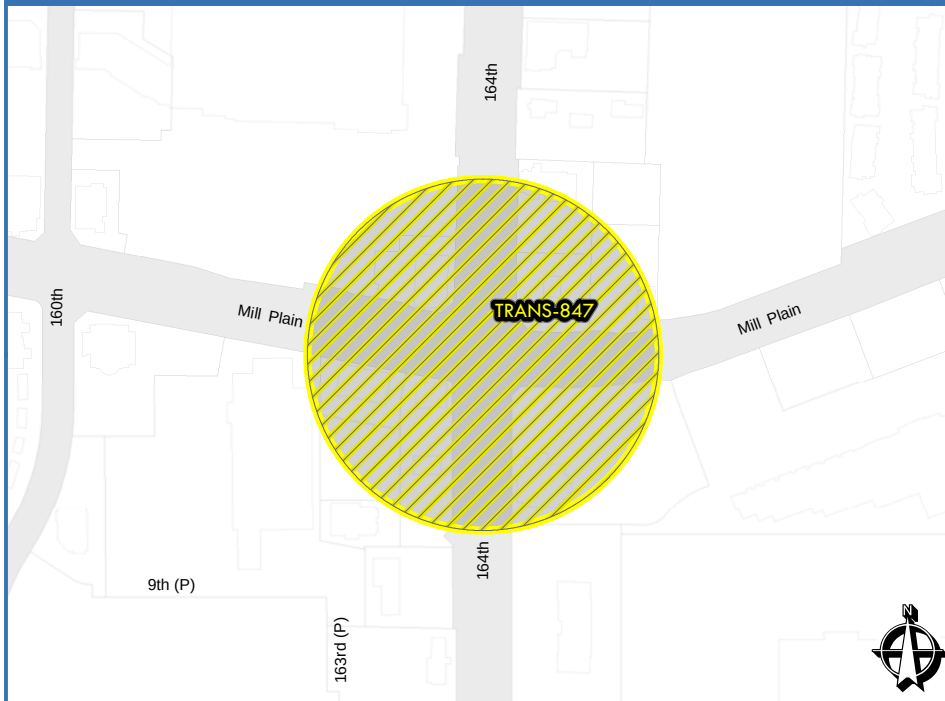


# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **164TH AVENUE & MILL PLAIN INTERSECTION IMPROVEMENTS**

PROJECT EXTENT:

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                |
|---------------------------------|----------------|
| <b>Program/Discipline Type:</b> | Transportation |
| <b>Project Type:</b>            | Traffic        |
| <b>Project Status:</b>          | Future         |
| <b>Funding Status:</b>          | Unfunded       |

## PROJECT DESCRIPTION

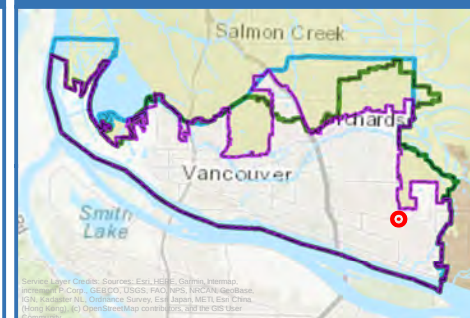
### **Project Description / Comments**

Increase left-turn movement capacity at intersection of 164th Ave/Mill Plain Blvd.

## LEGEND

|  |                              |  |                       |  |               |
|--|------------------------------|--|-----------------------|--|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |  |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                     |
|---------------------------------------|---------------------|
| <b>Funding Status:</b>                | Unfunded            |
| <b>Existing Funds:</b>                | N/A                 |
| <b>SFS Funds:</b>                     | N/A                 |
| <b>Grant Funds:</b>                   | N/A                 |
| <b>Total Proj. Cost:</b>              | <b>\$500,000.00</b> |
| <b>*Start of Construction (Year):</b> | Unknown             |

\*All project timing will be dependent on coordination with other departments including streets, pavement management, sewer, water and surface water.



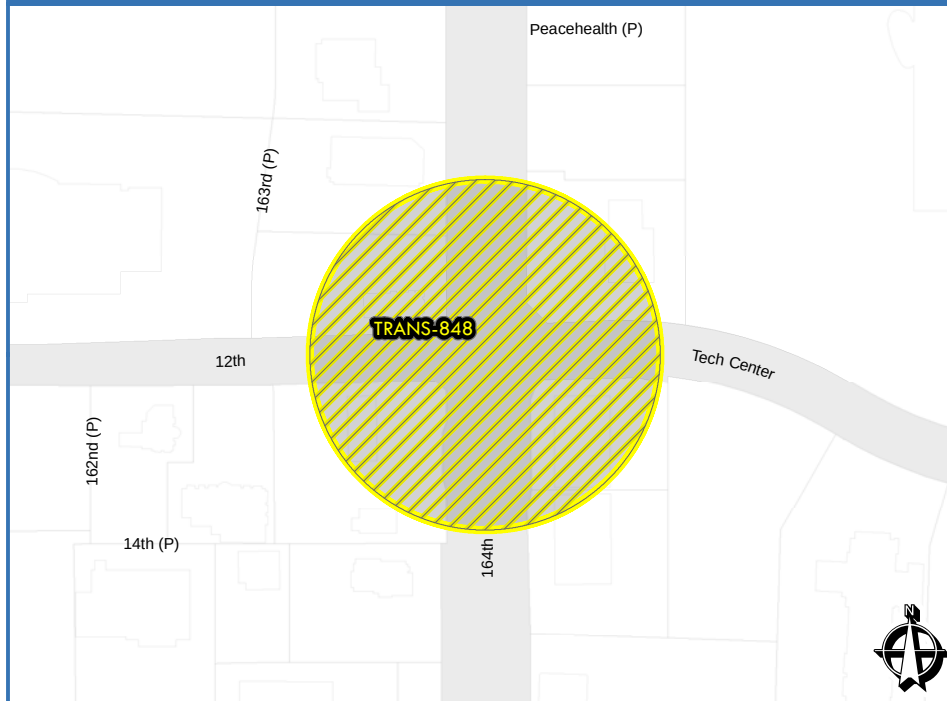


# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **164TH AVENUE & SE 12TH STREET INTERSECTION IMPROVEMENTS**

PROJECT EXTENT:

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                |
|---------------------------------|----------------|
| <b>Program/Discipline Type:</b> | Transportation |
| <b>Project Type:</b>            | Traffic        |
| <b>Project Status:</b>          | Future         |
| <b>Funding Status:</b>          | Unfunded       |

## PROJECT DESCRIPTION

### **Project Description / Comments**

Increase left-turn movement capacity at intersection of 164th Ave/12th St

## LEGEND

|  |                              |  |                       |  |               |
|--|------------------------------|--|-----------------------|--|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |  |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                     |
|---------------------------------------|---------------------|
| <b>Funding Status:</b>                | Unfunded            |
| <b>Existing Funds:</b>                | N/A                 |
| <b>SFS Funds:</b>                     | N/A                 |
| <b>Grant Funds:</b>                   | N/A                 |
| <b>Total Proj. Cost:</b>              | <b>\$500,000.00</b> |
| <b>*Start of Construction (Year):</b> | Unknown             |

\*All project timing will be dependent on coordination with other departments including streets, pavement management, sewer, water and surface water.

Page 90 of 142



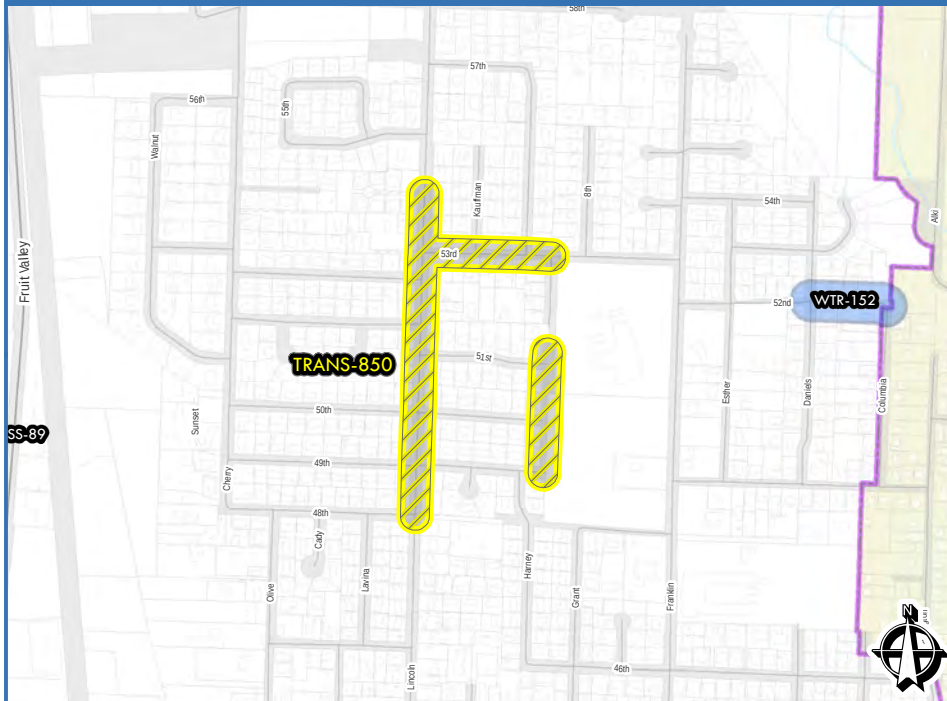
# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **NW NEIGHBORHOOD CONNECTIVITY IMPROVEMENTS - FRANKLIN ELEMENTARY**

PROJECT EXTENT: **LINCOLN & 48TH ST.**

TO: **53RD & HARNEY**

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                  |
|---------------------------------|------------------|
| <b>Program/Discipline Type:</b> | Transportation   |
| <b>Project Type:</b>            | Multimodal       |
| <b>Project Status:</b>          | Future           |
| <b>Funding Status:</b>          | Partially Funded |

## PROJECT DESCRIPTION

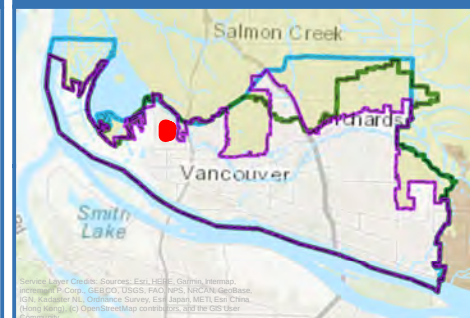
### Project Description / Comments

Install sidewalks and enhanced pedestrian crossings at key locations at NW 53rd St and Lincoln and near Franklin Elementary school to improve pedestrian safety and accessibility in the area. Requesting partial funding via federal Safe Routes to School grant in 2019. Remaining funds obtained via state TAP grant in 2018. Design underway in 2019.

## LEGEND

|  |                              |  |                       |  |               |
|--|------------------------------|--|-----------------------|--|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |  |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                       |
|---------------------------------------|-----------------------|
| <b>Funding Status:</b>                | Partially Funded      |
| <b>Existing Funds:</b>                | Yes                   |
| <b>SFS Funds:</b>                     | No                    |
| <b>Grant Funds:</b>                   | Potential             |
| <b>Total Proj. Cost:</b>              | <b>\$1,400,000.00</b> |
| <b>*Start of Construction (Year):</b> | 2021                  |



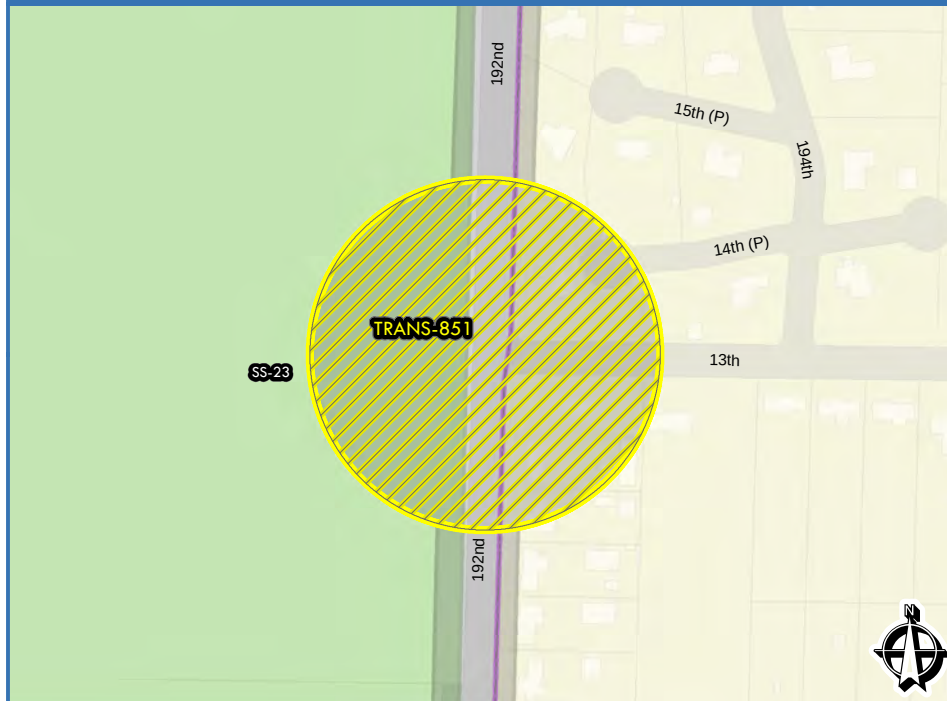
# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **192ND AVENUE & NE 13TH STREET INTERSECTION IMPROVEMENTS**

PROJECT EXTENT: **192ND AVENUE**

TO: **NE 13TH STREET**

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                |
|---------------------------------|----------------|
| <b>Program/Discipline Type:</b> | Transportation |
| <b>Project Type:</b>            | Traffic        |
| <b>Project Status:</b>          | Future         |
| <b>Funding Status:</b>          | Unfunded       |

## PROJECT DESCRIPTION

### Project Description / Comments

Improve intersection to current standards including additional turn lanes to accommodate future growth in the area. This project is part of a larger project to improve 192nd Avenue from 1st Street to 18th Street. See related project TRANS 607- NE 192ND Ave - SE 1st St to NE 18th St.

## LEGEND

|  |                              |  |                       |  |               |
|--|------------------------------|--|-----------------------|--|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |  |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                     |
|---------------------------------------|---------------------|
| <b>Funding Status:</b>                | Unfunded            |
| <b>Existing Funds:</b>                | Yes                 |
| <b>SFS Funds:</b>                     | No                  |
| <b>Grant Funds:</b>                   | No                  |
| <b>Total Proj. Cost:</b>              | <b>\$400,000.00</b> |
| <b>*Start of Construction (Year):</b> | Unknown             |

\*All project timing will be dependent on coordination with other departments including streets, pavement management, sewer, water and surface water.

Page 92 of 142 TR-XXX, SS-XXX, SW-XXX & SCIP-XXX can be found in the 6 Year Public Works Capital Improvement Program (CIP) document.

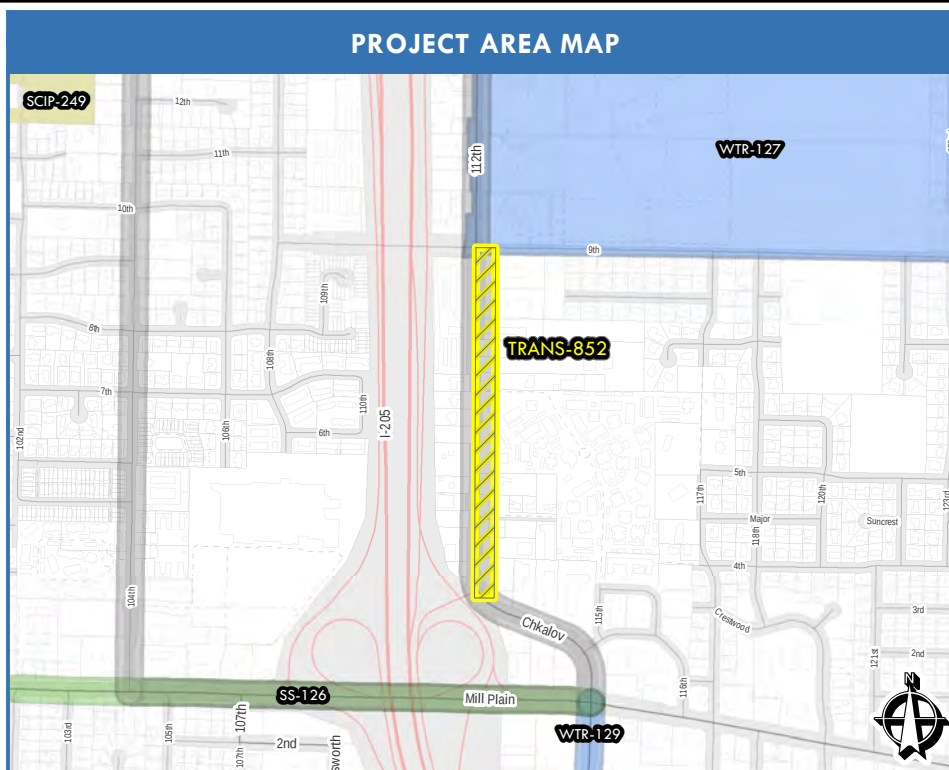


# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

**PROJECT: 112TH AVENUE SIDEWALK - CHKALOV TO 9TH STREET**

PROJECT EXTENT: **CHKALOV**

**TO: 9TH STREET**



## PROJECT SUMMARY

|                                 |                |
|---------------------------------|----------------|
| <b>Program/Discipline Type:</b> | Transportation |
| <b>Project Type:</b>            | Multimodal     |
| <b>Project Status:</b>          | In Design      |
| <b>Funding Status:</b>          | Funded         |

## PROJECT DESCRIPTION

[illegible]

Install new sidewalk along the east side of NE 112th Avenue from Chakalov to 9th Street. Using \$100,000 from 2018 Multimodal Safety and Accessibility Program (TRANS-844).

## LEGEND

|                                                                                     |                              |                                                                                     |                       |                                                                                     |               |
|-------------------------------------------------------------------------------------|------------------------------|-------------------------------------------------------------------------------------|-----------------------|-------------------------------------------------------------------------------------|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |                                                                                     |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                     |
|---------------------------------------|---------------------|
| Funding Status:                       | Funded              |
| Existing Funds:                       | No                  |
| SFS Funds:                            | Yes                 |
| Grant Funds:                          | Yes                 |
| <b>Total Proj. Cost:</b>              | <b>\$250,000.00</b> |
| <b>*Start of Construction (Year):</b> | <b>2019</b>         |

\*All project timing will be dependent on coordination with other departments including streets, pavement management, sewer, water and surface water.



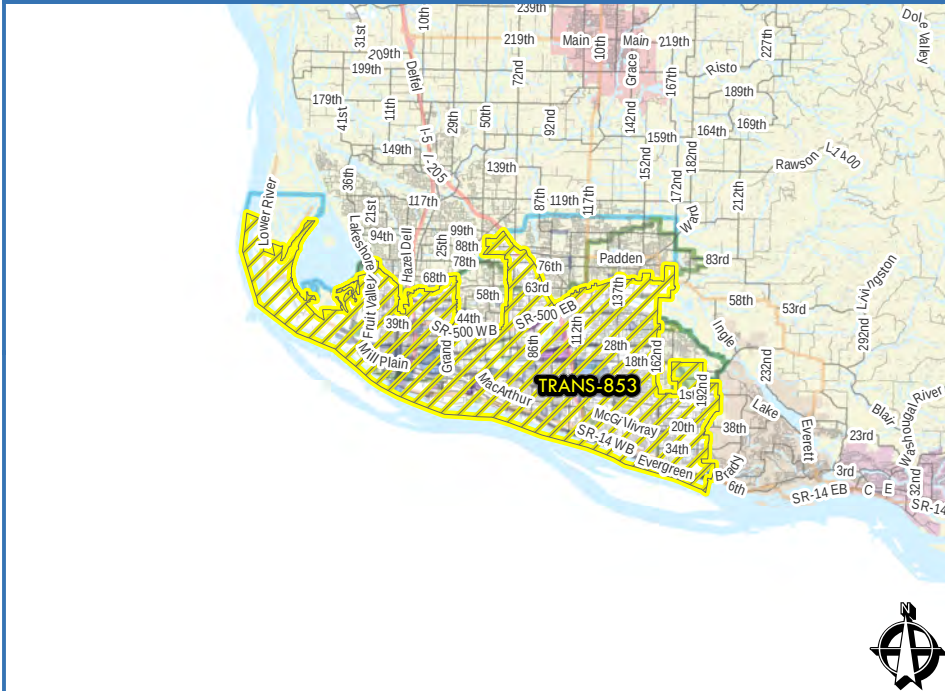


# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **LED STREET LIGHT RETROFIT**

PROJECT EXTENT:

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                |
|---------------------------------|----------------|
| <b>Program/Discipline Type:</b> | Transportation |
| <b>Project Type:</b>            | Traffic        |
| <b>Project Status:</b>          | Future         |
| <b>Funding Status:</b>          | Funded         |

## PROJECT DESCRIPTION

### Project Description / Comments

Replace existing cobra head style street light bulbs with new very efficient LED bulbs. Paid for using low interest Public Trust Fund Loan. This program is different than TRANS-869 which is intended to replace outdated streetlights or install new streetlights.

## LEGEND

|  |                              |  |                       |  |               |
|--|------------------------------|--|-----------------------|--|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |  |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                       |
|---------------------------------------|-----------------------|
| <b>Funding Status:</b>                | Funded                |
| <b>Existing Funds:</b>                | Yes                   |
| <b>SFS Funds:</b>                     | No                    |
| <b>Grant Funds:</b>                   | No                    |
| <b>Total Proj. Cost:</b>              | <b>\$4,815,000.00</b> |
| <b>*Start of Construction (Year):</b> | 2019                  |

\*All project timing will be dependent on coordination with other departments including streets, pavement management, sewer, water and surface water.

Page 94 of 142

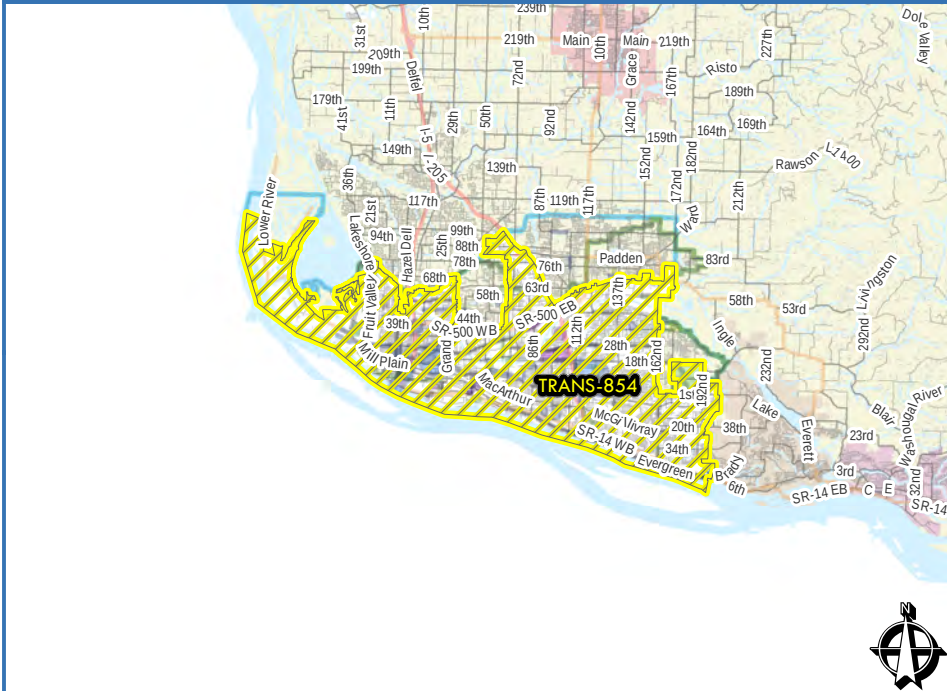


# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **TRANSPORTATION SYSTEM PLAN (TSP) UPDATE**

PROJECT EXTENT:

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                |
|---------------------------------|----------------|
| <b>Program/Discipline Type:</b> | Transportation |
| <b>Project Type:</b>            | Multimodal     |
| <b>Project Status:</b>          | In Design      |
| <b>Funding Status:</b>          | Funded         |

## PROJECT DESCRIPTION

### Project Description / Comments

Comprehensive update to the Transportation System Plan (TSP). Funded by General Fund and 192nd Avenue property sale

## LEGEND

|  |                              |  |                       |  |               |
|--|------------------------------|--|-----------------------|--|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |  |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                       |
|---------------------------------------|-----------------------|
| <b>Funding Status:</b>                | Funded                |
| <b>Existing Funds:</b>                | Yes                   |
| <b>SFS Funds:</b>                     | No                    |
| <b>Grant Funds:</b>                   | No                    |
| <b>Total Proj. Cost:</b>              | <b>\$1,000,000.00</b> |
| <b>*Start of Construction (Year):</b> |                       |

\*All project timing will be dependent on coordination with other departments including streets, pavement management, sewer, water and surface water.

Page 95 of 142



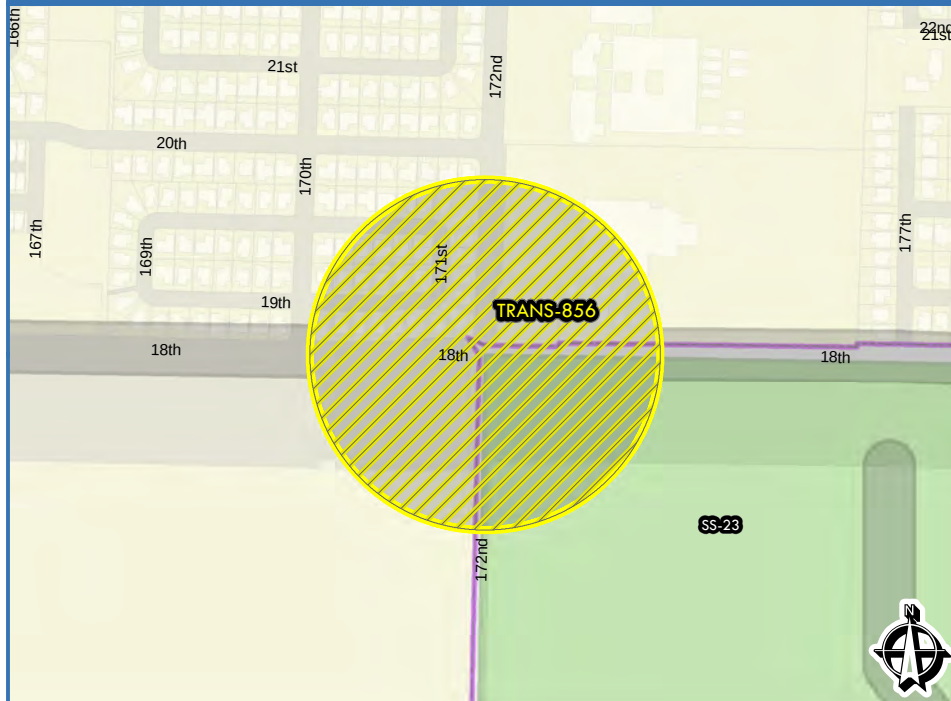


# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **18TH STREET AND 172ND AVENUE INTERSECTION IMPROVEMENTS**

PROJECT EXTENT:

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                |
|---------------------------------|----------------|
| <b>Program/Discipline Type:</b> | Transportation |
| <b>Project Type:</b>            | Capacity       |
| <b>Project Status:</b>          | Future         |
| <b>Funding Status:</b>          | Unfunded       |

## PROJECT DESCRIPTION

### **Project Description / Comments**

Install additional turn lanes and other signal improvements at the intersection of 18th Street and 172nd Avenue.

## LEGEND

|  |                              |  |                       |  |               |
|--|------------------------------|--|-----------------------|--|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |  |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                     |
|---------------------------------------|---------------------|
| <b>Funding Status:</b>                | Unfunded            |
| <b>Existing Funds:</b>                |                     |
| <b>SFS Funds:</b>                     |                     |
| <b>Grant Funds:</b>                   |                     |
| <b>Total Proj. Cost:</b>              | <b>\$500,000.00</b> |
| <b>*Start of Construction (Year):</b> | unknown             |



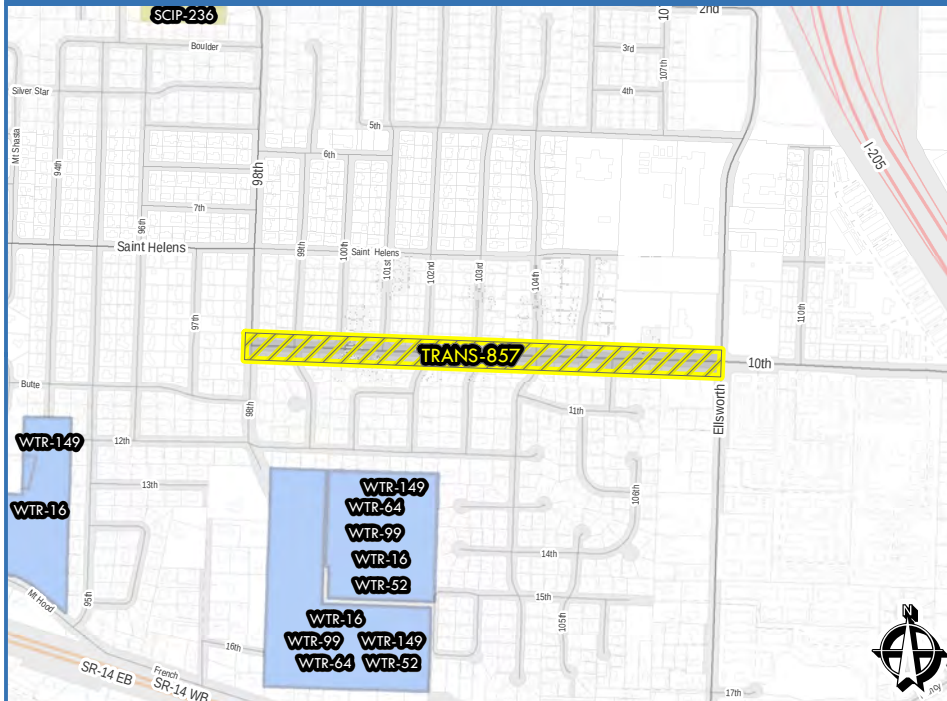
# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **SE 10TH STREET SIDEWALKS - 98TH AVENUE TO ELLSWORTH ROAD**

PROJECT EXTENT: **98TH AVENUE**

**TO: ELLSWORTH ROAD**

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                |
|---------------------------------|----------------|
| <b>Program/Discipline Type:</b> | Transportation |
| <b>Project Type:</b>            | Multimodal     |
| <b>Project Status:</b>          | Future         |
| <b>Funding Status:</b>          | Unfunded       |

## PROJECT DESCRIPTION

### **Project Description / Comments**

Install sidewalks and ADA ramps along 10th Street from 98th Avenue to Ellsworth Road.

## LEGEND

|  |                              |  |                       |  |               |
|--|------------------------------|--|-----------------------|--|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |  |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                       |
|---------------------------------------|-----------------------|
| <b>Funding Status:</b>                | Unfunded              |
| <b>Existing Funds:</b>                |                       |
| <b>SFS Funds:</b>                     |                       |
| <b>Grant Funds:</b>                   |                       |
| <b>Total Proj. Cost:</b>              | <b>\$1,500,000.00</b> |
| <b>*Start of Construction (Year):</b> | unknown               |

\*All project timing will be dependent on coordination with other departments including streets, pavement management, sewer, water and surface water.

Page 97 of 142

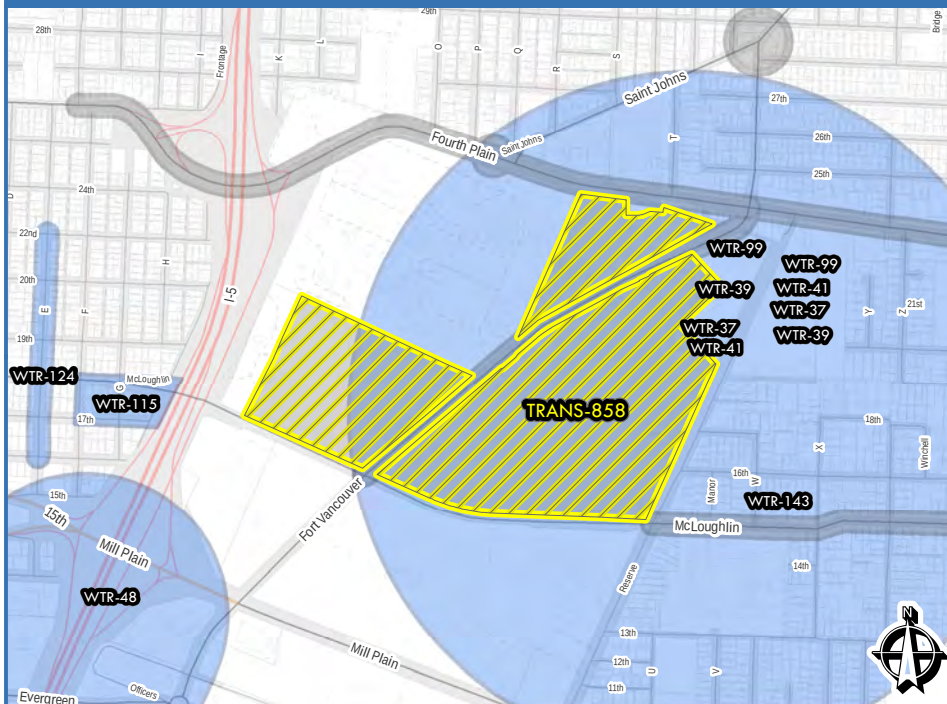


# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **CLARK COLLEGE TRANSPORTATION DEMAND MANAGEMENT (TDM) PILOTS**

PROJECT EXTENT: **CLARK COLLEGE CAMPUS**

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                |
|---------------------------------|----------------|
| <b>Program/Discipline Type:</b> | Transportation |
| <b>Project Type:</b>            | Multimodal     |
| <b>Project Status:</b>          | On Hold        |
| <b>Funding Status:</b>          | Unfunded       |

## PROJECT DESCRIPTION

### Project Description / Comments

New program to be implemented on the Clark College campus that encourages modes of travel other than single occupant vehicles. Other modes include: bicycle, pedestrian, transit, carpool, rideshare, etc.

## LEGEND

|  |                              |  |                       |  |               |
|--|------------------------------|--|-----------------------|--|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |  |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                     |
|---------------------------------------|---------------------|
| <b>Funding Status:</b>                | Unfunded            |
| <b>Existing Funds:</b>                |                     |
| <b>SFS Funds:</b>                     | Potential           |
| <b>Grant Funds:</b>                   | Potential           |
| <b>Total Proj. Cost:</b>              | <b>\$290,000.00</b> |
| <b>*Start of Construction (Year):</b> |                     |

\*All project timing will be dependent on coordination with other departments including streets, pavement management, sewer, water and surface water.

Page 98 of 142



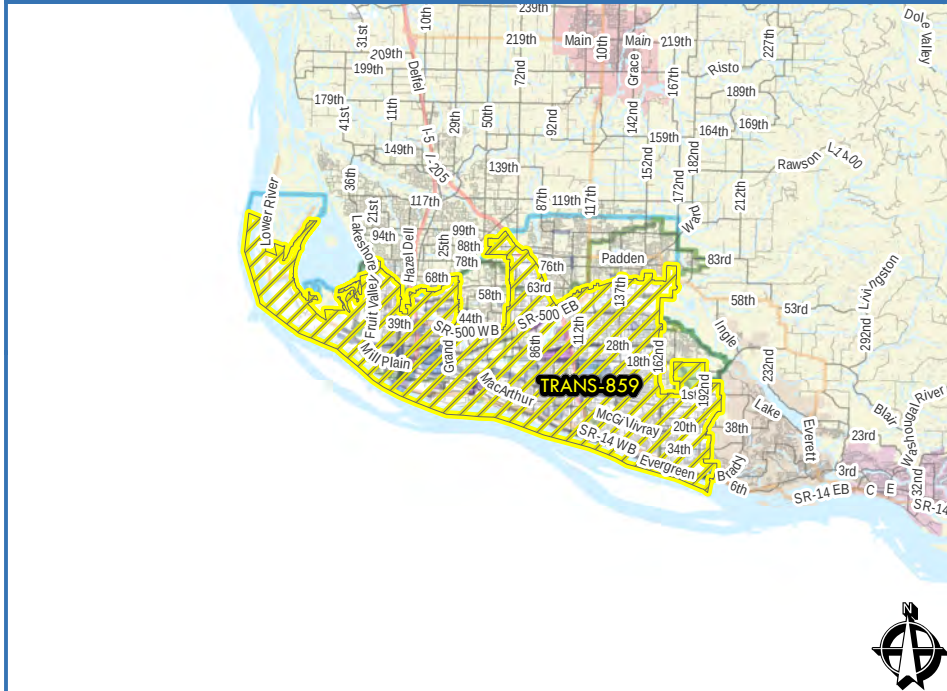


# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **SIDEWALK MANAGEMENT PROGRAM**

PROJECT EXTENT: **CITYWIDE**

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                  |
|---------------------------------|------------------|
| <b>Program/Discipline Type:</b> | Transportation   |
| <b>Project Type:</b>            | Multimodal       |
| <b>Project Status:</b>          | Ongoing          |
| <b>Funding Status:</b>          | Partially Funded |

## PROJECT DESCRIPTION

### Project Description / Comments

Program manages all sidewalks/curb ramps within the City limits. Includes notification and assistance to land owners to correct sidewalk/curb ramp deficiencies along their property frontage. \$250,000 budgeted annually. Program accomplishments for 2018 included: Worked on 215 complaint cases; Working with residential and businesses to fix defects in sidewalk; Construction work zone compliance; Developed outdoor seating/sidewalk café standards; Finalized code changes and home owner assistance program.

## LEGEND

|  |                              |  |                       |  |               |
|--|------------------------------|--|-----------------------|--|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |  |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                     |
|---------------------------------------|---------------------|
| <b>Funding Status:</b>                | Partially Funded    |
| <b>Existing Funds:</b>                | No                  |
| <b>SFS Funds:</b>                     | Yes                 |
| <b>Grant Funds:</b>                   | No                  |
| <b>Total Proj. Cost:</b>              | <b>\$250,000.00</b> |
| <b>*Start of Construction (Year):</b> | 2017                |

\*All project timing will be dependent on coordination with other departments including streets, pavement management, sewer, water and surface water.

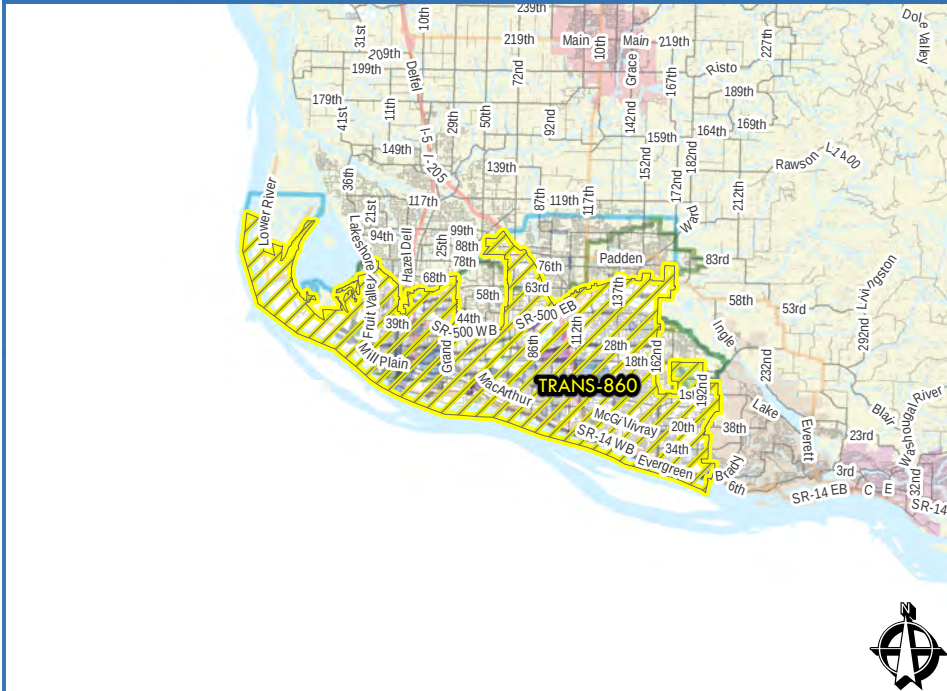


# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **PROJECT SCOPING AND ESTIMATION**

PROJECT EXTENT: **CITYWIDE**

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                  |
|---------------------------------|------------------|
| <b>Program/Discipline Type:</b> | Transportation   |
| <b>Project Type:</b>            | Planning         |
| <b>Project Status:</b>          | Ongoing          |
| <b>Funding Status:</b>          | Partially Funded |

## PROJECT DESCRIPTION

### Project Description / Comments

Covers City staff time for working on scoping and estimation for grant applications. Program budgeted \$55,000 annually.

## LEGEND

|  |                              |  |                       |  |               |
|--|------------------------------|--|-----------------------|--|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |  |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                    |
|---------------------------------------|--------------------|
| <b>Funding Status:</b>                | Partially Funded   |
| <b>Existing Funds:</b>                | Yes                |
| <b>SFS Funds:</b>                     | No                 |
| <b>Grant Funds:</b>                   | No                 |
| <b>Total Proj. Cost:</b>              | <b>\$55,000.00</b> |
| <b>*Start of Construction (Year):</b> | 2017               |

\*All project timing will be dependent on coordination with other departments including streets, pavement management, sewer, water and surface water.



# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **WESTSIDE BIKE MOBILITY**

PROJECT EXTENT: **DOWNTOWN**

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                 |
|---------------------------------|-----------------|
| <b>Program/Discipline Type:</b> | Transportation  |
| <b>Project Type:</b>            | Multimodal      |
| <b>Project Status:</b>          | Pending Funding |
| <b>Funding Status:</b>          | Pending Funding |

## PROJECT DESCRIPTION

### Project Description / Comments

Develop a westside bicycle network with multiple north-south routes that will also include traffic calming and pedestrian improvements. Partial funding for design only.

## LEGEND

|  |                              |  |                       |  |               |
|--|------------------------------|--|-----------------------|--|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |  |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                       |
|---------------------------------------|-----------------------|
| <b>Funding Status:</b>                | Pending Funding       |
| <b>Existing Funds:</b>                | Potential             |
| <b>SFS Funds:</b>                     | Potential             |
| <b>Grant Funds:</b>                   | Potential             |
| <b>Total Proj. Cost:</b>              | <b>\$1,800,000.00</b> |
| <b>*Start of Construction (Year):</b> | 2020                  |





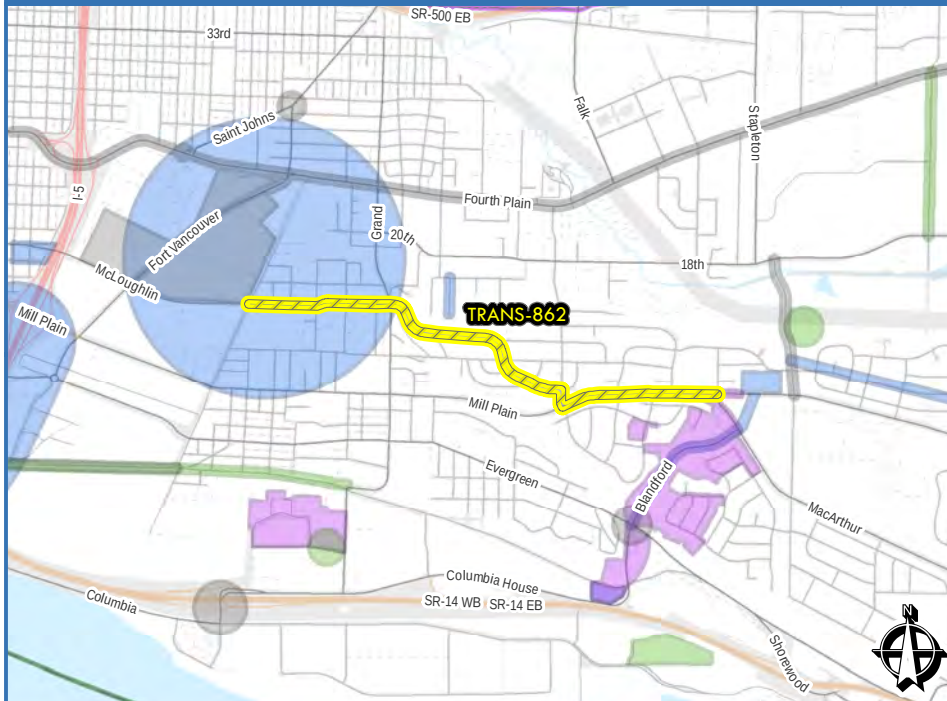
# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **MCLOUGHLIN BOULEVARD COMPLETE STREET**

PROJECT EXTENT: **RESERVE STREET**

TO: **MILL PLAIN BOULEVARD**

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                 |
|---------------------------------|-----------------|
| <b>Program/Discipline Type:</b> | Transportation  |
| <b>Project Type:</b>            | Multimodal      |
| <b>Project Status:</b>          | Pending Funding |
| <b>Funding Status:</b>          | Pending Funding |

## PROJECT DESCRIPTION

### Project Description / Comments

Install traffic calming and pedestrian improvements, and pilot a bicycle facility on McLaughlin Boulevard between Reserve Street and Brandt Road. Make southbound slip lane from Mill Plain Boulevard to MacArthur Boulevard bike only access. Project will also add protected bike lanes on Mill Plain Boulevard between Brandt Road and MacArthur Boulevard.

## LEGEND

|  |                              |  |                       |  |               |
|--|------------------------------|--|-----------------------|--|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |  |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                     |
|---------------------------------------|---------------------|
| <b>Funding Status:</b>                | Pending Funding     |
| <b>Existing Funds:</b>                | Potential           |
| <b>SFS Funds:</b>                     | Potential           |
| <b>Grant Funds:</b>                   | Yes                 |
| <b>Total Proj. Cost:</b>              | <b>\$900,000.00</b> |
| <b>*Start of Construction (Year):</b> | 2020                |

\*All project timing will be dependent on coordination with other departments including streets, pavement management, sewer, water and surface water.



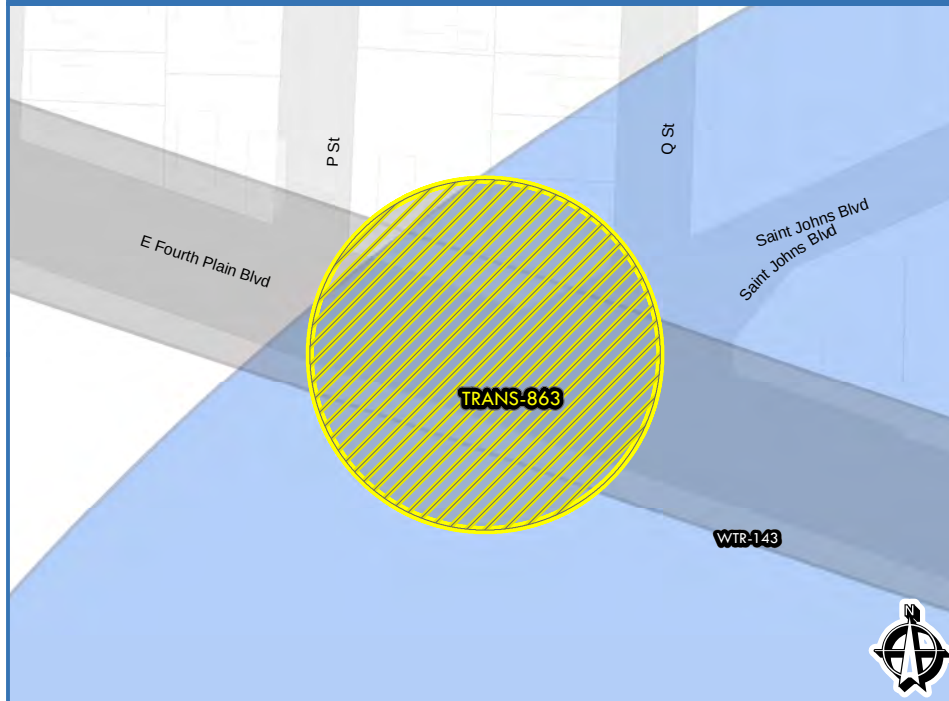
# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **FOURTH PLAIN BOULEVARD AND ST. JOHNS BOULEVARD INTERSECTION IMPROVEMENT**

PROJECT EXTENT: **FOURTH PLAIN BOULEVARD**

TO: **ST. JOHNS BOULEVARD**

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                |
|---------------------------------|----------------|
| <b>Program/Discipline Type:</b> | Transportation |
| <b>Project Type:</b>            | Traffic        |
| <b>Project Status:</b>          | Active         |
| <b>Funding Status:</b>          | Funded         |

## PROJECT DESCRIPTION

### Project Description / Comments

Upgrade the signal at Fourth Plain and St. Johns and associated civil improvements. Funded under TRANS-237.

## LEGEND

|  |                              |  |                       |  |               |
|--|------------------------------|--|-----------------------|--|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |  |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                     |
|---------------------------------------|---------------------|
| <b>Funding Status:</b>                | Funded              |
| <b>Existing Funds:</b>                | Yes                 |
| <b>SFS Funds:</b>                     | Yes                 |
| <b>Grant Funds:</b>                   | No                  |
| <b>Total Proj. Cost:</b>              | <b>\$350,000.00</b> |
| <b>*Start of Construction (Year):</b> | 2019                |



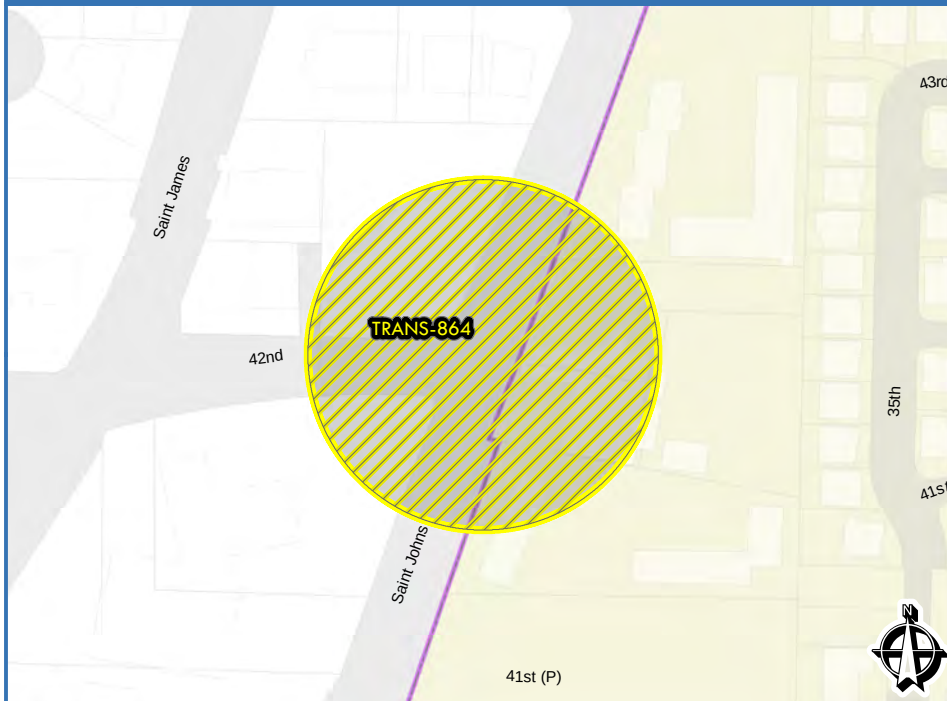
# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **ST. JAMES BOULEVARD AND NE 42ND STREET INTERSECTION IMPROVEMENT**

PROJECT EXTENT: **ST. JAMES BOULEVARD**

TO: **42ND STREET**

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                |
|---------------------------------|----------------|
| <b>Program/Discipline Type:</b> | Transportation |
| <b>Project Type:</b>            | Traffic        |
| <b>Project Status:</b>          | Active         |
| <b>Funding Status:</b>          | Funded         |

## PROJECT DESCRIPTION

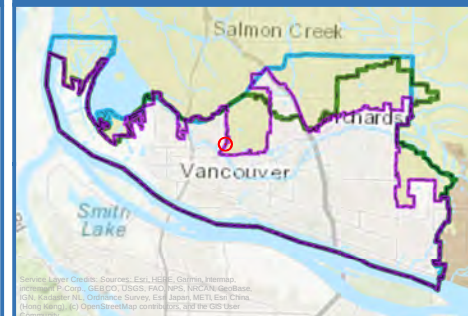
### Project Description / Comments

Install a signal at St. James and NE 42nd street as well as associated civil improvements. Funded under TRANS-237.

## LEGEND

|  |                              |  |                       |  |               |
|--|------------------------------|--|-----------------------|--|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |  |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                     |
|---------------------------------------|---------------------|
| <b>Funding Status:</b>                | Funded              |
| <b>Existing Funds:</b>                | Yes                 |
| <b>SFS Funds:</b>                     | Yes                 |
| <b>Grant Funds:</b>                   | No                  |
| <b>Total Proj. Cost:</b>              | <b>\$350,000.00</b> |
| <b>*Start of Construction (Year):</b> | 2019                |

\*All project timing will be dependent on coordination with other departments including streets, pavement management, sewer, water and surface water.

Page 104 of 142



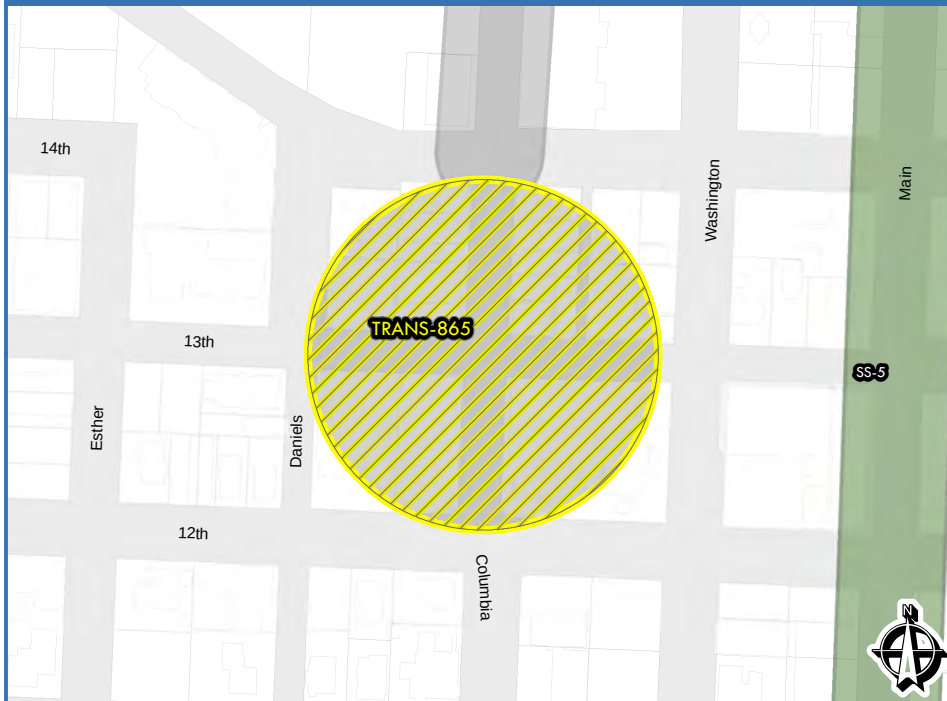
# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **COLUMBIA STREET AND W 13TH STREET INTERSECTION IMPROVEMENT**

PROJECT EXTENT: **COLUMBIA STREET**

TO: **13TH STREET**

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                |
|---------------------------------|----------------|
| <b>Program/Discipline Type:</b> | Transportation |
| <b>Project Type:</b>            | Traffic        |
| <b>Project Status:</b>          | Active         |
| <b>Funding Status:</b>          | Funded         |

## PROJECT DESCRIPTION

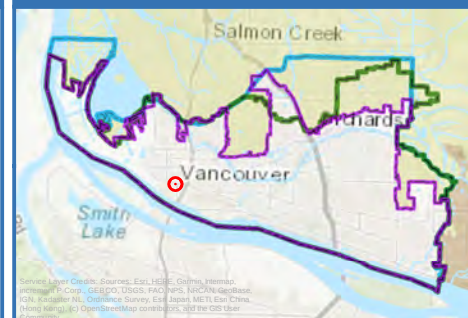
### Project Description / Comments

Upgrade the signal at Columbia Street and 13th Street as well as associated civil improvements. Funded under TRANS-237.

## LEGEND

|  |                              |  |                       |  |               |
|--|------------------------------|--|-----------------------|--|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |  |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                     |
|---------------------------------------|---------------------|
| <b>Funding Status:</b>                | Funded              |
| <b>Existing Funds:</b>                | Yes                 |
| <b>SFS Funds:</b>                     | Yes                 |
| <b>Grant Funds:</b>                   | No                  |
| <b>Total Proj. Cost:</b>              | <b>\$350,000.00</b> |
| <b>*Start of Construction (Year):</b> | 2019                |





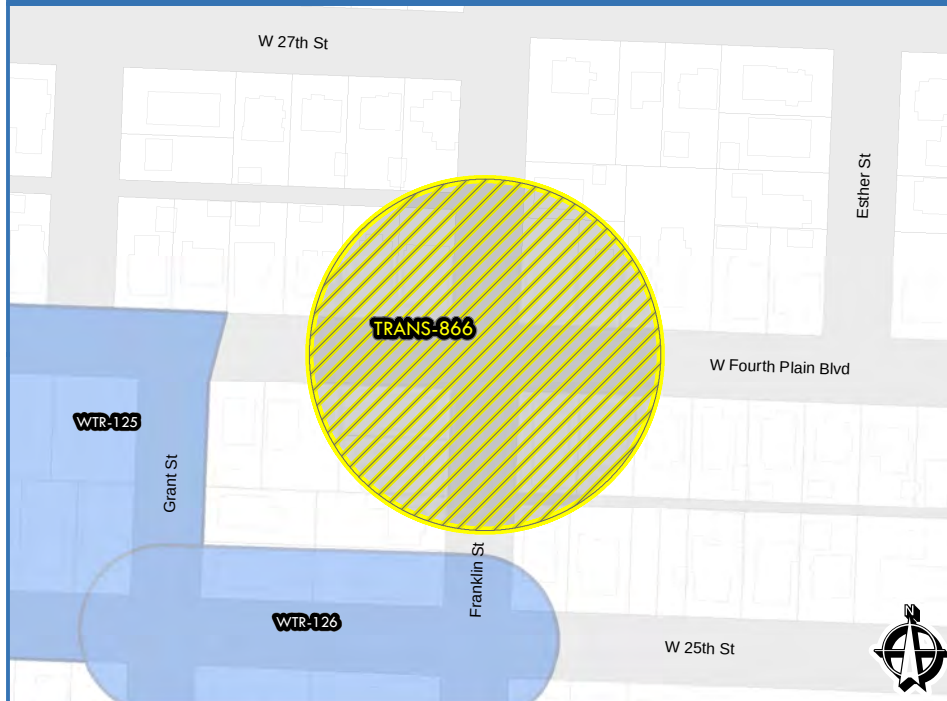
# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **FOURTH PLAIN BOULEVARD AND W FRANKLIN STREET INTERSECTION IMPROVEMENTS**

PROJECT EXTENT: **FOURTH PLAIN BOULEVARD**

TO: **FRANKLIN STREET**

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                |
|---------------------------------|----------------|
| <b>Program/Discipline Type:</b> | Transportation |
| <b>Project Type:</b>            | Traffic        |
| <b>Project Status:</b>          | On Hold        |
| <b>Funding Status:</b>          | Unfunded       |

## PROJECT DESCRIPTION

### Project Description / Comments

Install a signal at Fourth Plain and Franklin as well as associated civil improvements.

## LEGEND

|  |                              |  |                       |  |               |
|--|------------------------------|--|-----------------------|--|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |  |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                     |
|---------------------------------------|---------------------|
| <b>Funding Status:</b>                | Unfunded            |
| <b>Existing Funds:</b>                | Potential           |
| <b>SFS Funds:</b>                     | Potential           |
| <b>Grant Funds:</b>                   | No                  |
| <b>Total Proj. Cost:</b>              | <b>\$350,000.00</b> |
| <b>*Start of Construction (Year):</b> |                     |



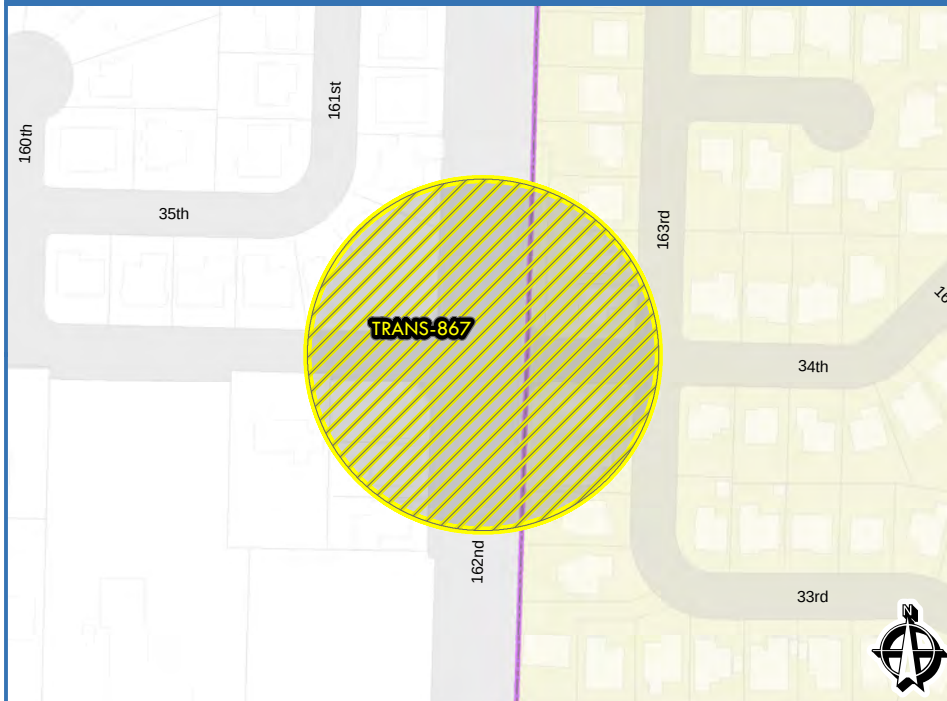
# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **NE 164TH AVENUE AND NE 34TH STREET INTERSECTION IMPROVEMENTS**

PROJECT EXTENT: **164TH AVENUE**

TO: **NE 34TH STREET**

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                |
|---------------------------------|----------------|
| <b>Program/Discipline Type:</b> | Transportation |
| <b>Project Type:</b>            | Traffic        |
| <b>Project Status:</b>          | On Hold        |
| <b>Funding Status:</b>          | Unfunded       |

## PROJECT DESCRIPTION

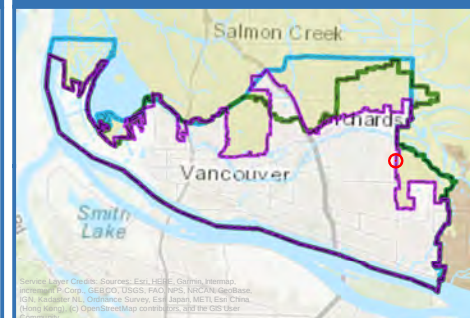
### Project Description / Comments

Install a signal at 164th Avenue and NE 34th Street as well as associated civil improvements.

## LEGEND

|  |                              |  |                       |  |               |
|--|------------------------------|--|-----------------------|--|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |  |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                          |                     |
|--------------------------|---------------------|
| <b>Funding Status:</b>   | Unfunded            |
| <b>Existing Funds:</b>   | Potential           |
| <b>SFS Funds:</b>        | Potential           |
| <b>Grant Funds:</b>      | No                  |
| <b>Total Proj. Cost:</b> | <b>\$350,000.00</b> |

**\*Start of Construction (Year):**





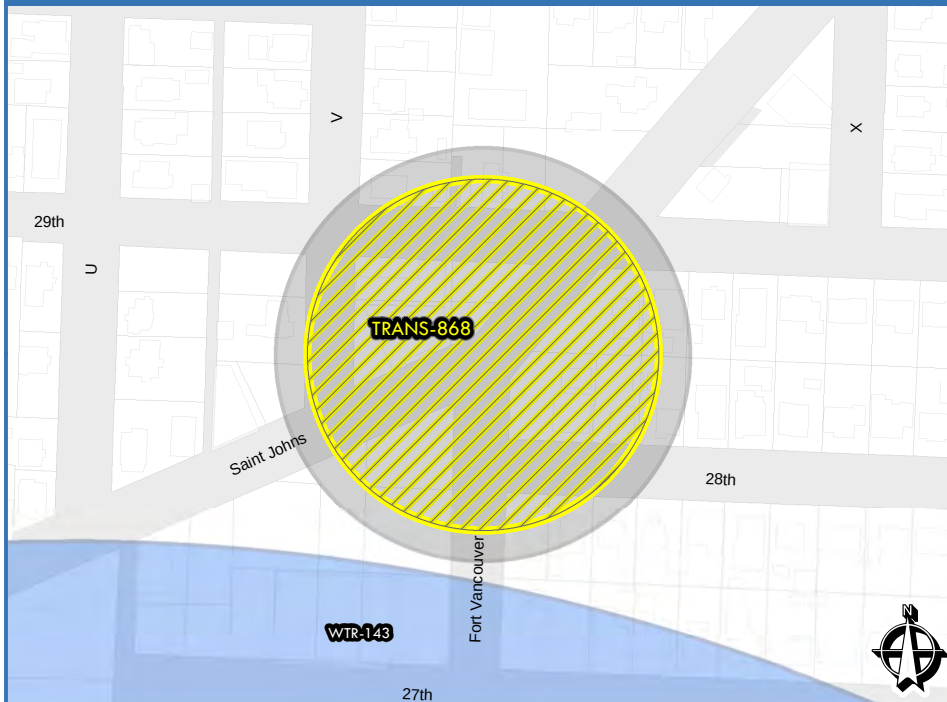
# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **ST. JOHNS BOULEVARD AND FORT VANCOUVER WAY INTERSECTION IMPROVEMENTS**

PROJECT EXTENT: **ST. JOHNS BOULEVARD**

TO: **FORT VANCOUVER WAY**

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                |
|---------------------------------|----------------|
| <b>Program/Discipline Type:</b> | Transportation |
| <b>Project Type:</b>            | Traffic        |
| <b>Project Status:</b>          | On Hold        |
| <b>Funding Status:</b>          | Unfunded       |

## PROJECT DESCRIPTION

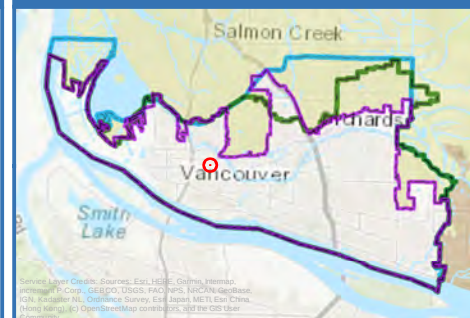
### Project Description / Comments

Install a signal at St. Johns Boulevard and Fort Vancouver Way as well as associated civil improvements.

## LEGEND

|  |                              |  |                       |  |               |
|--|------------------------------|--|-----------------------|--|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |  |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                     |
|---------------------------------------|---------------------|
| <b>Funding Status:</b>                | Unfunded            |
| <b>Existing Funds:</b>                | Potential           |
| <b>SFS Funds:</b>                     | Potential           |
| <b>Grant Funds:</b>                   | No                  |
| <b>Total Proj. Cost:</b>              | <b>\$350,000.00</b> |
| <b>*Start of Construction (Year):</b> |                     |

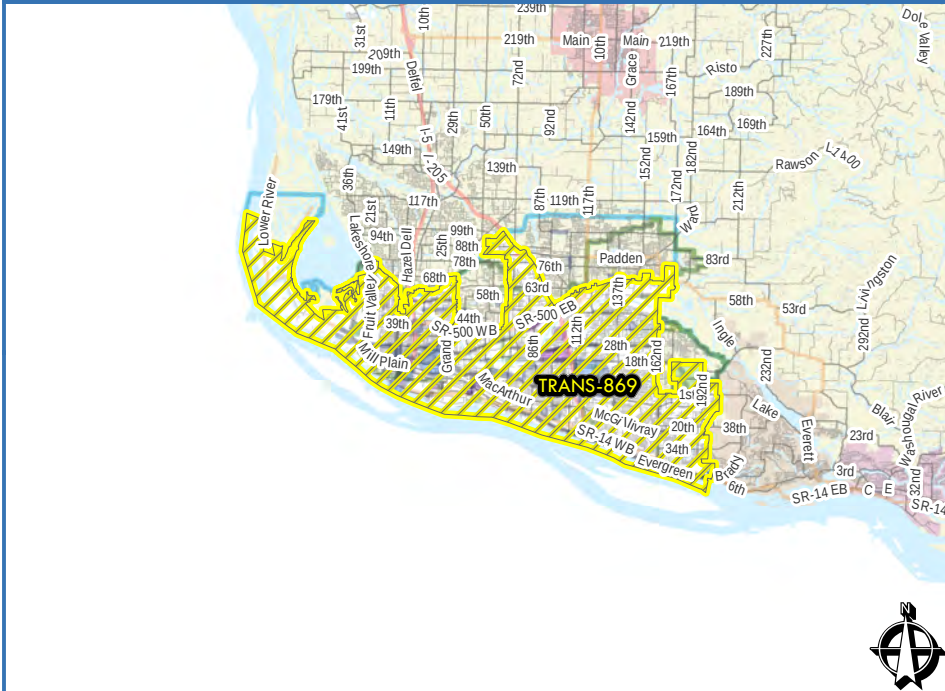


# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **ANNUAL STREET LIGHT PROGRAM**

PROJECT EXTENT: **CITYWIDE**

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                |
|---------------------------------|----------------|
| <b>Program/Discipline Type:</b> | Transportation |
| <b>Project Type:</b>            | Traffic        |
| <b>Project Status:</b>          | On Hold        |
| <b>Funding Status:</b>          | Unfunded       |

## PROJECT DESCRIPTION

### Project Description / Comments

Unfunded program to install new street lights and replace old street lights citywide. For example, 172nd Avenue from NE 8th Street to NE 18th Street. This program is different than TRANS-853 which is intended to upgrade bulbs only.

## LEGEND

|                              |                       |               |
|------------------------------|-----------------------|---------------|
| Project Area                 | Water Project Areas   | Battle Ground |
| Transportation Project Areas | SCIP Project Areas    | Camas         |
| Sanitary Sewer Project Areas | Vancouver City Limits | Washougal     |
| Surface Water Project Areas  | Clark County          |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |          |
|---------------------------------------|----------|
| <b>Funding Status:</b>                | Unfunded |
| <b>Existing Funds:</b>                |          |
| <b>SFS Funds:</b>                     |          |
| <b>Grant Funds:</b>                   |          |
| <b>Total Proj. Cost:</b>              |          |
| <b>*Start of Construction (Year):</b> |          |

\*All project timing will be dependent on coordination with other departments including streets, pavement management, sewer, water and surface water.



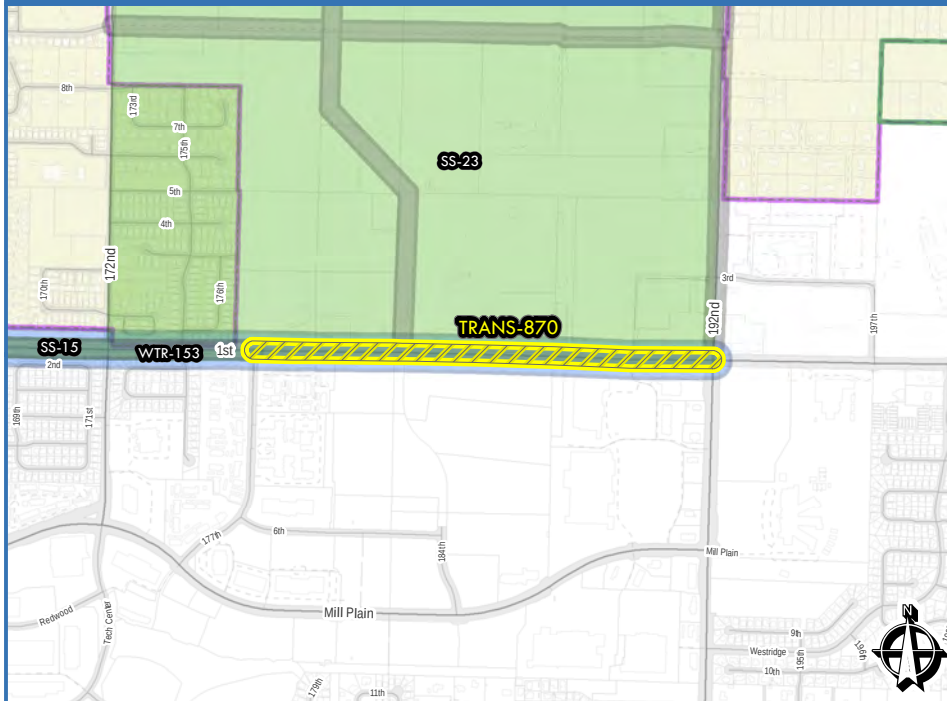
## 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

**PROJECT: SE 1ST ST - SE 177TH AVE TO SE 192ND AVE**

PROJECT EXTENT: **SE 177TH AVENUE**

**TO: SE 192ND AVENUE**

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                  |
|---------------------------------|------------------|
| <b>Program/Discipline Type:</b> | Transportation   |
| <b>Project Type:</b>            | Capacity         |
| <b>Project Status:</b>          | In Design        |
| <b>Funding Status:</b>          | Partially Funded |

## PROJECT DESCRIPTION

[illegible]

Urban arterial upgrade of existing 2-lane rural road to increase safety, mobility and livability, and meet future subarea needs. Roadway cross section is 5-lane. Improvements include sidewalks, bike facilities, stormwater, streetlights and sound walls (where required). Cost estimates shown here are only for this east section of SE 1st St. Anticipated funding of east portion (177th to 192nd) by developer contributions, local funds and potential grants. For details on the west section ( SE 1st St - SE 164th Ave. to SE 177th Ave.) see TRANS-268.

## LEGEND

|                                                                                     |                              |                                                                                     |                       |                                                                                     |               |
|-------------------------------------------------------------------------------------|------------------------------|-------------------------------------------------------------------------------------|-----------------------|-------------------------------------------------------------------------------------|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |                                                                                     |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                        |
|---------------------------------------|------------------------|
| Funding Status:                       | Partially Funded       |
| Existing Funds:                       | Potential              |
| SFS Funds:                            | Potential              |
| Grant Funds:                          | Potential              |
| <b>Total Proj. Cost:</b>              | <b>\$10,000,000.00</b> |
| <b>*Start of Construction (Year):</b> | <b>2020</b>            |



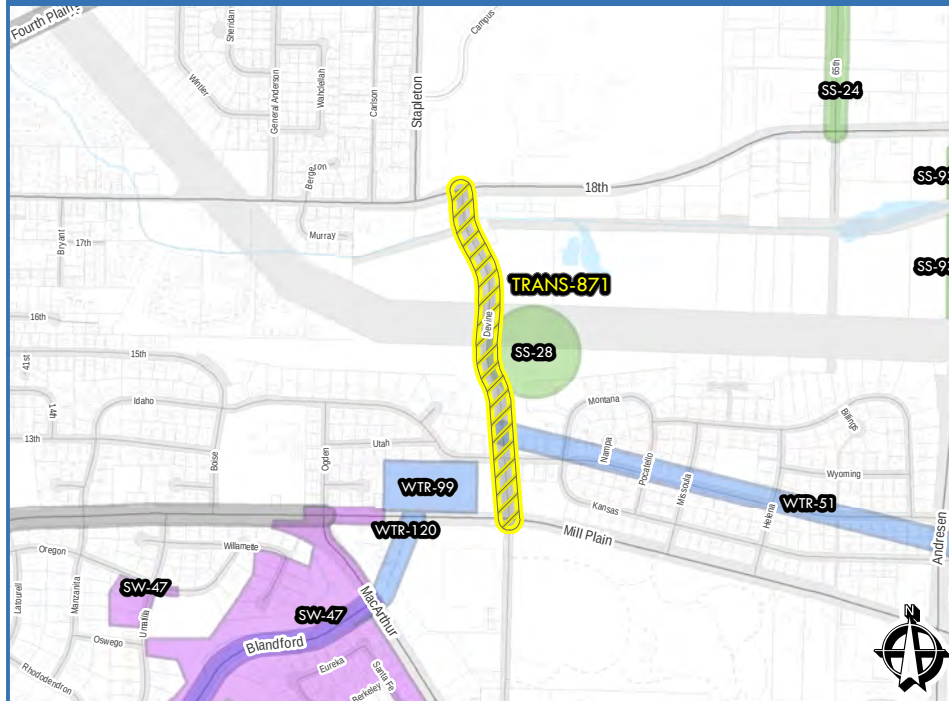
# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **DEVINE ROAD PEDESTRIAN IMPROVEMENTS**

PROJECT EXTENT: **MILL PLAIN BOULEVARD**

TO: **E 18TH STREET**

## PROJECT AREA MAP



## LEGEND

- |  |                              |  |                       |  |               |
|--|------------------------------|--|-----------------------|--|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |  |               |

## PROJECT SUMMARY

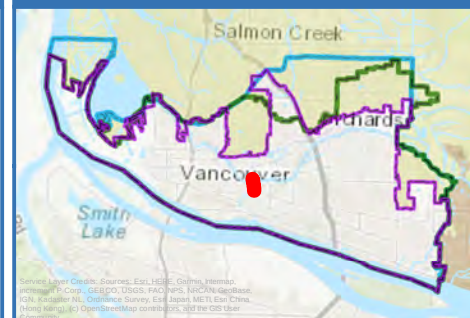
|                                 |                  |
|---------------------------------|------------------|
| <b>Program/Discipline Type:</b> | Transportation   |
| <b>Project Type:</b>            | Multimodal       |
| <b>Project Status:</b>          | Active           |
| <b>Funding Status:</b>          | Partially Funded |

## PROJECT DESCRIPTION

### Project Description / Comments

Install a safe and continuous pedestrian facility along Devine Road from Mill Plain to 18th Street.

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                       |
|---------------------------------------|-----------------------|
| <b>Funding Status:</b>                | Partially Funded      |
| <b>Existing Funds:</b>                | Potential             |
| <b>SFS Funds:</b>                     | Potential             |
| <b>Grant Funds:</b>                   | Yes                   |
| <b>Total Proj. Cost:</b>              | <b>\$1,100,000.00</b> |
| <b>*Start of Construction (Year):</b> | 2020                  |

\*All project timing will be dependent on coordination with other departments including streets, pavement management, sewer, water and surface water.

Page 11 of 142. All project timing will be dependent on coordination with other departments including streets, pavement management, sewer, water and surface water. (R-XXX, SS-XXX, SW-XXX & SCIP-XXX) can be found in the 6 Year Public Works Capital Improvement Program (CIP) document.





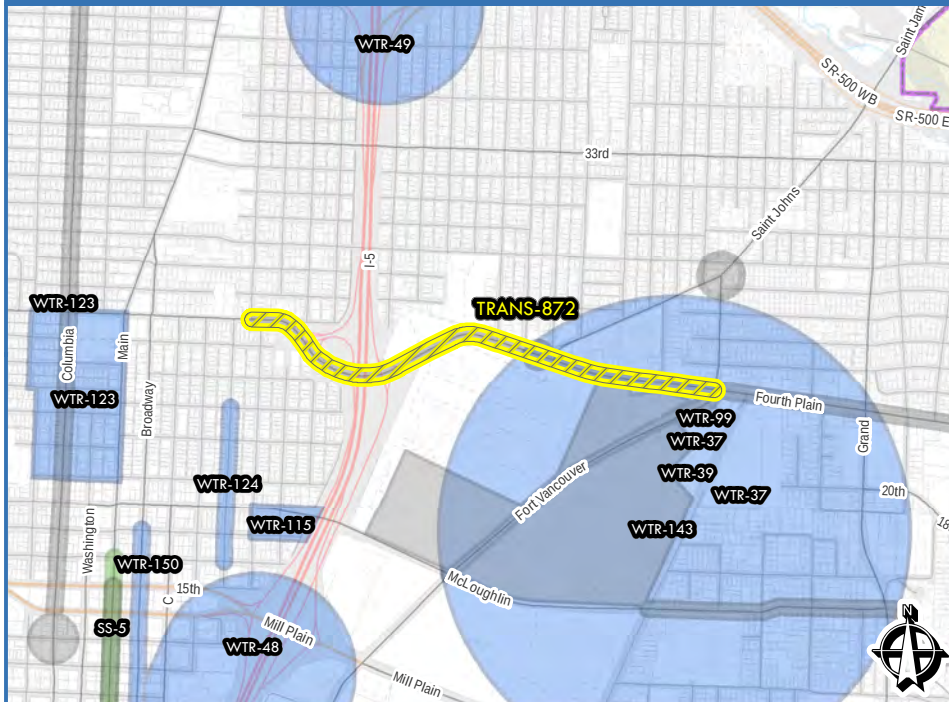
# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **FOURTH PLAIN SAFETY IMPROVEMENTS - F ST. TO FT. VANCOUVER WAY**

PROJECT EXTENT: **I-5**

**TO: 65TH AVENUE**

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                |
|---------------------------------|----------------|
| <b>Program/Discipline Type:</b> | Transportation |
| <b>Project Type:</b>            | Multimodal     |
| <b>Project Status:</b>          | Active         |
| <b>Funding Status:</b>          | Funded         |

## PROJECT DESCRIPTION

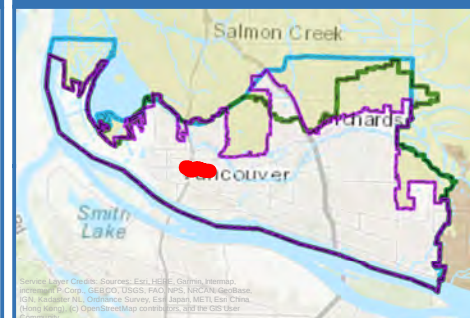
### Project Description / Comments

Project to narrow 4th Plain from a four-lane facility with center turn lane to a two-lane facility with center turn lane. Also, install pedestrian and bicycle enhancements along the corridor. Project limits are from F St. to 65th Ave, exclusive of the I-5 interchange.

## LEGEND

|  |                              |  |                       |  |               |
|--|------------------------------|--|-----------------------|--|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |  |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                     |
|---------------------------------------|---------------------|
| <b>Funding Status:</b>                | Funded              |
| <b>Existing Funds:</b>                | No                  |
| <b>SFS Funds:</b>                     | Yes                 |
| <b>Grant Funds:</b>                   | Yes                 |
| <b>Total Proj. Cost:</b>              | <b>\$900,000.00</b> |
| <b>*Start of Construction (Year):</b> | 2020                |

\*All project timing will be dependent on coordination with other departments including streets, pavement management, sewer, water and surface water.  
 Li\General Services\Capital Planning\TIP\Capital Projects Template\_TRANS\_6Year\_Poly\_NewBAsEmxd  
 Page 112 of 142



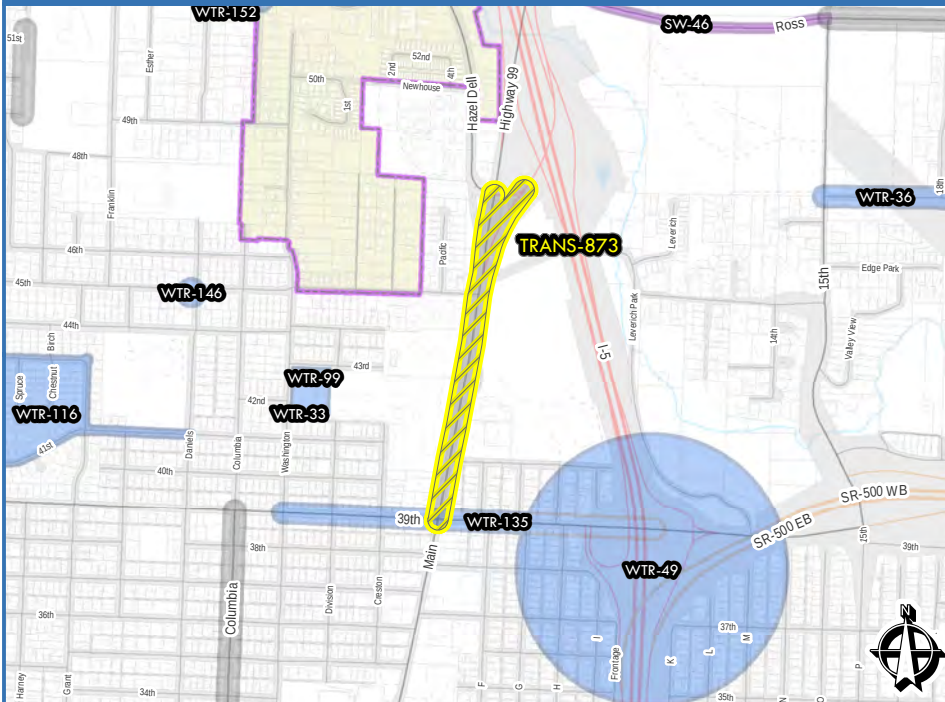
# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

**PROJECT: MAIN STREET SAFETY IMPROVEMENTS FROM 39TH STREET TO HAZEL DELL AVE**

PROJECT EXTENT: **39TH ST**

TO: HAZEL DELL AVE

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                  |
|---------------------------------|------------------|
| <b>Program/Discipline Type:</b> | Transportation   |
| <b>Project Type:</b>            | Multimodal       |
| <b>Project Status:</b>          | Active           |
| <b>Funding Status:</b>          | Partially Funded |

## PROJECT DESCRIPTION

### Project Description / Comments

In conjunction with a pavement preservation project, restripe Main Street from a four lane facility to a two-lane facility with center turn lane and bicycle and pedestrian facility improvements.

## LEGEND

|                                                                                     |                              |                                                                                     |                       |                                                                                     |               |
|-------------------------------------------------------------------------------------|------------------------------|-------------------------------------------------------------------------------------|-----------------------|-------------------------------------------------------------------------------------|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |                                                                                     |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                     |
|---------------------------------------|---------------------|
| Funding Status:                       | Partially Funded    |
| Existing Funds:                       | Potential           |
| SFS Funds:                            | Potential           |
| Grant Funds:                          | Potential           |
| <b>Total Proj. Cost:</b>              | <b>\$300,000.00</b> |
| <b>*Start of Construction (Year):</b> | 2021                |





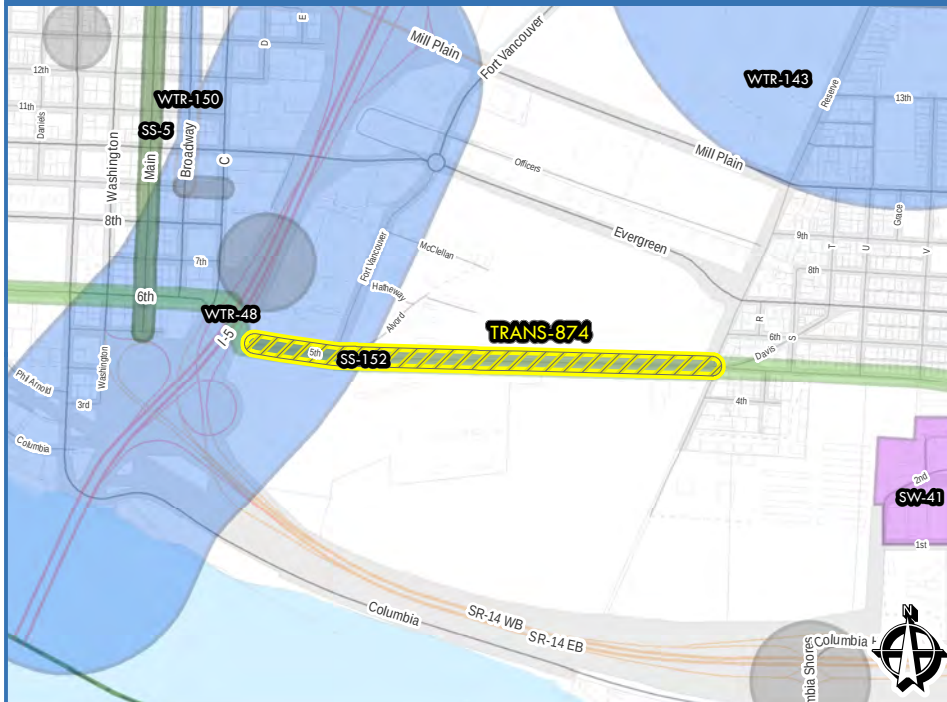
# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **E 5TH STREET IMPROVEMENTS - FORT VANCOUVER TO RESERVE (FLAP GRANT)**

PROJECT EXTENT: **FORT VANCOUVER WAY**

**TO: RESERVE STREET**

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                |
|---------------------------------|----------------|
| <b>Program/Discipline Type:</b> | Transportation |
| <b>Project Type:</b>            | Multimodal     |
| <b>Project Status:</b>          | Active         |
| <b>Funding Status:</b>          | Funded         |

## PROJECT DESCRIPTION

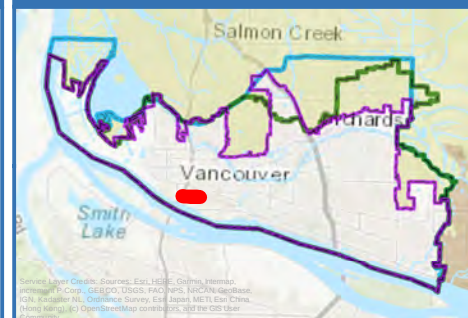
### **Project Description / Comments**

Improve pavement, parking, and sidewalk along 5th Street between Fort Vancouver Way and E Reserve.

## LEGEND

|  |                              |  |                       |  |               |
|--|------------------------------|--|-----------------------|--|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |  |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                     |
|---------------------------------------|---------------------|
| <b>Funding Status:</b>                | Funded              |
| <b>Existing Funds:</b>                | No                  |
| <b>SFS Funds:</b>                     | Yes                 |
| <b>Grant Funds:</b>                   | Yes                 |
| <b>Total Proj. Cost:</b>              | <b>\$500,000.00</b> |
| <b>*Start of Construction (Year):</b> | 2020                |



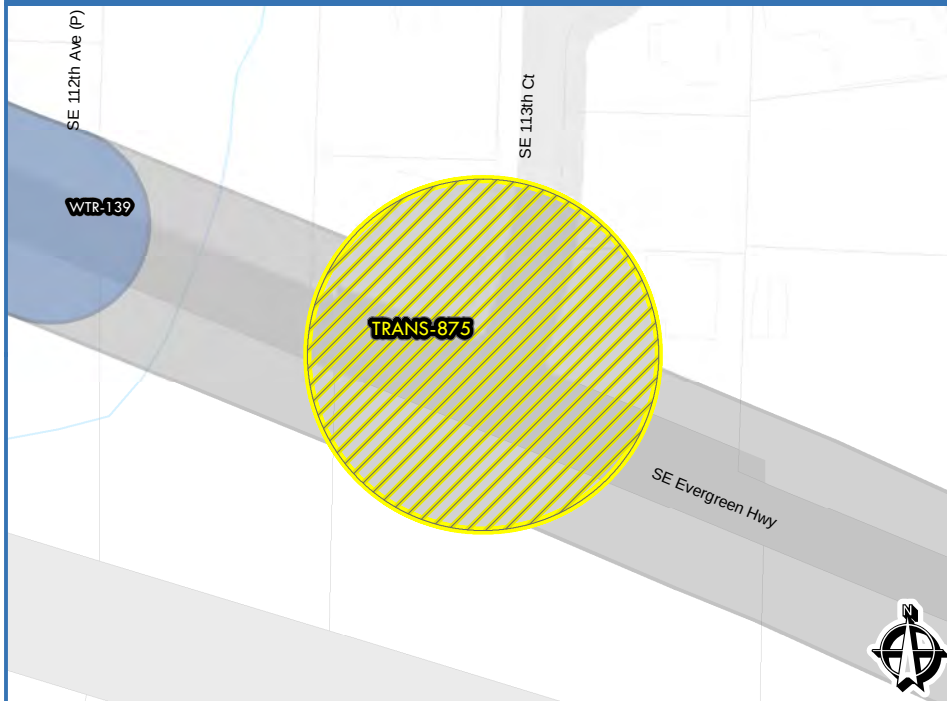
# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

**PROJECT: EVERGREEN HIGHWAY AND E 113TH AVENUE PEDESTRIAN CROSSING**

PROJECT EXTENT: **OLD EVERGREEN HIGHWAY**

**TO: E 113TH AVENUE**

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                |
|---------------------------------|----------------|
| <b>Program/Discipline Type:</b> | Transportation |
| <b>Project Type:</b>            | Multimodal     |
| <b>Project Status:</b>          | Active         |
| <b>Funding Status:</b>          | Funded         |

## PROJECT DESCRIPTION

### Project Description / Comments

Install speed cushions and a flashing beacon at Evergreen Highway and 113th Avenue. To be completed in 2019

## LEGEND

|                                                                                     |                              |                                                                                     |                       |                                                                                     |               |
|-------------------------------------------------------------------------------------|------------------------------|-------------------------------------------------------------------------------------|-----------------------|-------------------------------------------------------------------------------------|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |                                                                                     |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                     |
|---------------------------------------|---------------------|
| Funding Status:                       | Funded              |
| Existing Funds:                       | Yes                 |
| SFS Funds:                            | No                  |
| Grant Funds:                          | No                  |
| <b>Total Proj. Cost:</b>              | <b>\$100,000.00</b> |
| <b>*Start of Construction (Year):</b> | <b>2018</b>         |

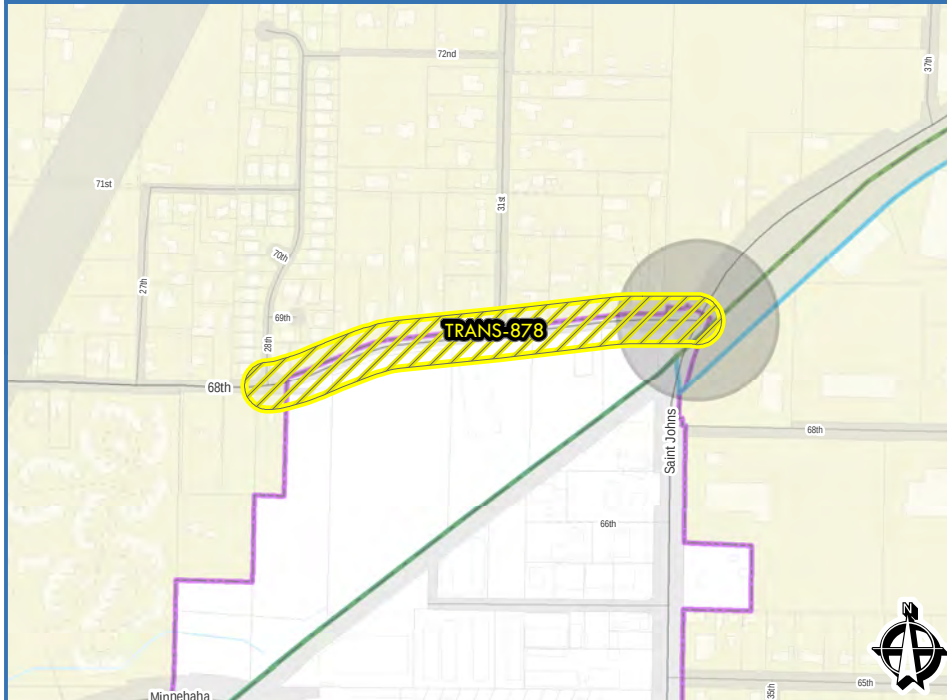


# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **NE 68TH ST SIDEWALK**

PROJECT EXTENT: **NE ST JOHN'S RD**

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                  |
|---------------------------------|------------------|
| <b>Program/Discipline Type:</b> | Transportation   |
| <b>Project Type:</b>            | Multimodal       |
| <b>Project Status:</b>          | In Design        |
| <b>Funding Status:</b>          | Partially Funded |

## PROJECT DESCRIPTION

### **Project Description / Comments**

Install civil improvements and other enhancements to improve safety for pedestrians and bicyclists using NE 68th St. The entire project runs from Hwy 99 to St. Johns Blvd. Design portion is funded, but no funding for the Right of Way or sidewalk construction. SFS funding for \$125K.

## LEGEND

|  |                              |  |                       |  |               |
|--|------------------------------|--|-----------------------|--|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |  |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                     |
|---------------------------------------|---------------------|
| <b>Funding Status:</b>                | Partially Funded    |
| <b>Existing Funds:</b>                | No                  |
| <b>SFS Funds:</b>                     | Yes                 |
| <b>Grant Funds:</b>                   | Potential           |
| <b>Total Proj. Cost:</b>              | <b>\$125,000.00</b> |
| <b>*Start of Construction (Year):</b> | 2020                |

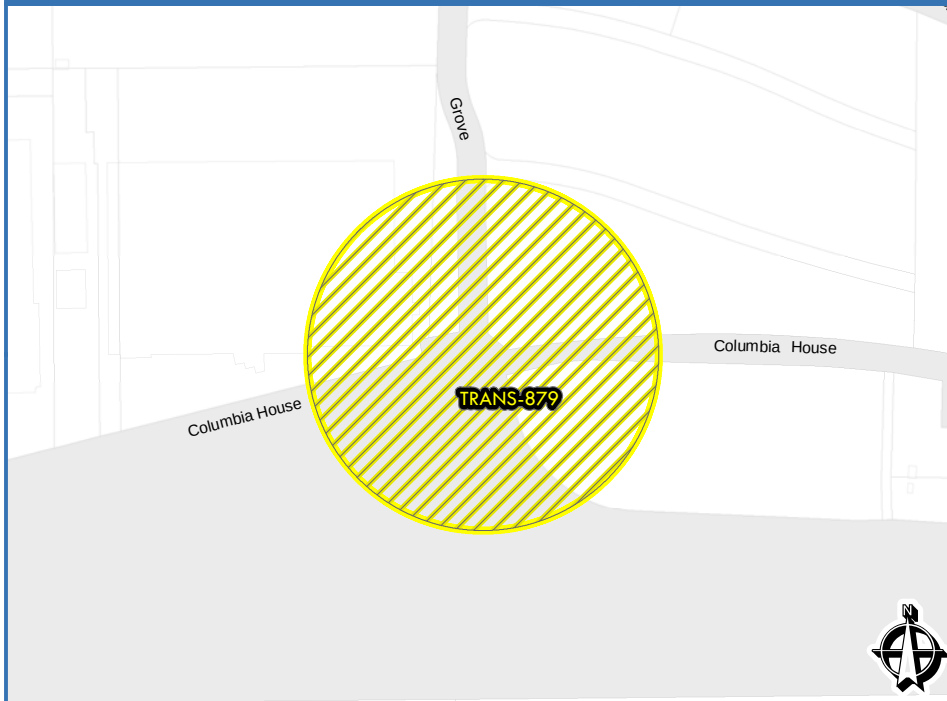


# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **COLUMBIA HOUSE BLVD. AND GROVE ST. SIGNAL UPGRADE**

PROJECT EXTENT: **INTERSECTION OF GROVE ST. COLUMBIA HOUSE BLVD**

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                |
|---------------------------------|----------------|
| <b>Program/Discipline Type:</b> | Transportation |
| <b>Project Type:</b>            | Traffic        |
| <b>Project Status:</b>          | On Hold        |
| <b>Funding Status:</b>          | Unfunded       |

## PROJECT DESCRIPTION

### Project Description / Comments

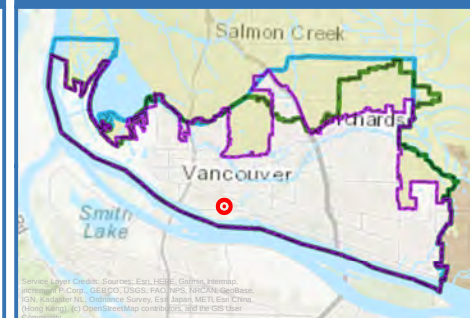
This project will add a dedicated northbound right-turn lane on the westbound off-ramp; and add a second westbound through lane.

- Reconstruct handicap ramps and move signal poles as necessary.
- Striping and signalization changes as necessary.
- Funded by proportionate share program.

## LEGEND

|  |                              |  |                       |  |               |
|--|------------------------------|--|-----------------------|--|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |  |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                     |
|---------------------------------------|---------------------|
| <b>Funding Status:</b>                | Unfunded            |
| <b>Existing Funds:</b>                | No                  |
| <b>SFS Funds:</b>                     | No                  |
| <b>Grant Funds:</b>                   | No                  |
| <b>Total Proj. Cost:</b>              | <b>\$400,000.00</b> |
| <b>*Start of Construction (Year):</b> |                     |





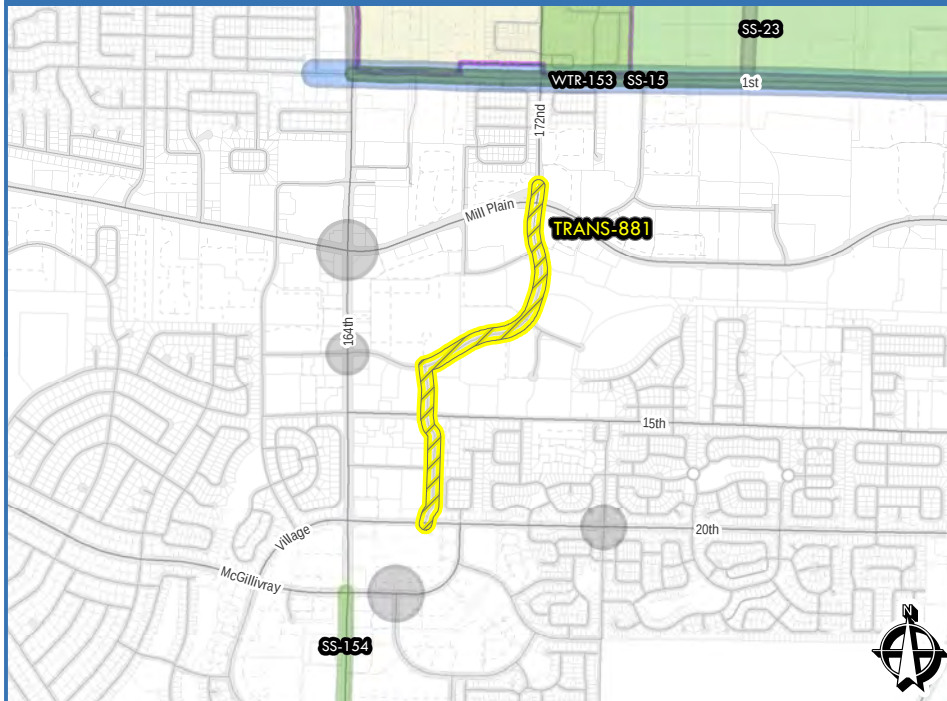
# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

PROJECT: **SE TECH CENTER DR. – COMPLETE STREETS**

PROJECT EXTENT: **S.E. TECH CENTER PL.**

TO: **200 FT NORTH OF MILL PLAIN BLVD**

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                |
|---------------------------------|----------------|
| <b>Program/Discipline Type:</b> | Transportation |
| <b>Project Type:</b>            | Bicycle        |
| <b>Project Status:</b>          | Active         |
| <b>Funding Status:</b>          | Funded         |

## PROJECT DESCRIPTION

### Project Description / Comments

Project will remove center turn lane on Tech Center Drive from SE Tech Center Place to 200 feet north of Mill Plain and add bike facilities on both sides, add enhanced pedestrian crossing mid-block with RRFB. Project will also add video detection for people biking at intersection of Mill Plain and Tech Center Dr./SE 172nd Ave. and add traffic calming and shared roadway markings on SE 167th Ave.

## LEGEND

|                              |                       |               |
|------------------------------|-----------------------|---------------|
| Project Area                 | Water Project Areas   | Battle Ground |
| Transportation Project Areas | SCIP Project Areas    | Camas         |
| Sanitary Sewer Project Areas | Vancouver City Limits | Washougal     |
| Surface Water Project Areas  | Clark County          |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                     |
|---------------------------------------|---------------------|
| <b>Funding Status:</b>                | Funded              |
| <b>Existing Funds:</b>                |                     |
| <b>SFS Funds:</b>                     |                     |
| <b>Grant Funds:</b>                   | Yes                 |
| <b>Total Proj. Cost:</b>              | <b>\$373,000.00</b> |
| <b>*Start of Construction (Year):</b> | 2020                |

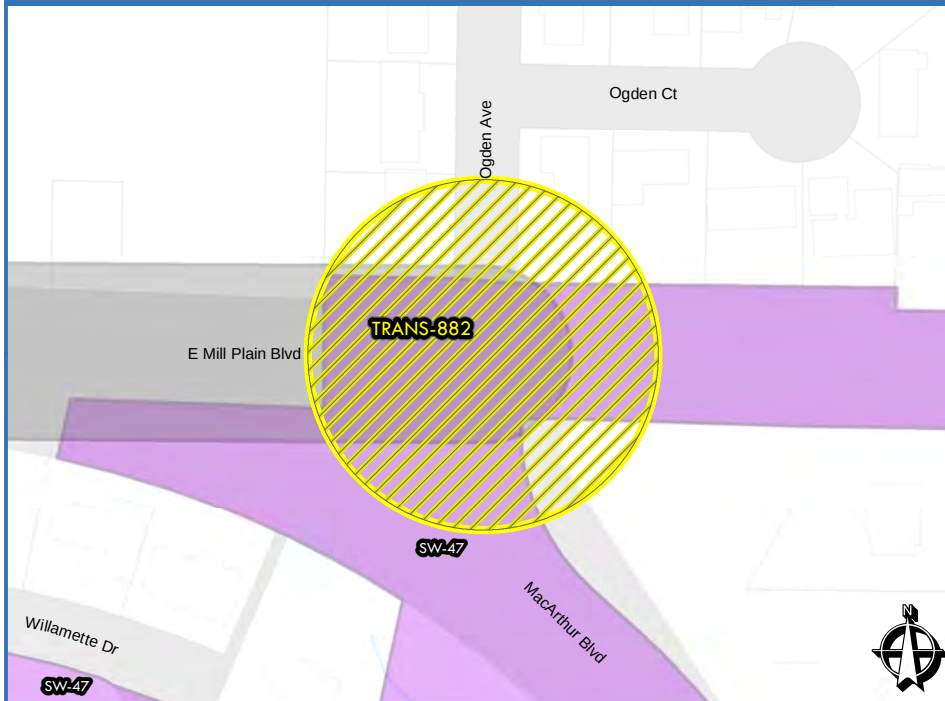


# 2020 - 2025 TRANSPORTATION IMPROVEMENT PROGRAM

**PROJECT: MACARTHUR BLVD AND MILL PLAIN BIKE ACCESS ONLY IMPROVEMENTS – COMPLETE STREETS**

**PROJECT EXTENT: WIDEN SW CORNER OF MACARTHUR BLVD/MILL PLAIN BLVD.**

## PROJECT AREA MAP



## PROJECT SUMMARY

|                                 |                |
|---------------------------------|----------------|
| <b>Program/Discipline Type:</b> | Transportation |
| <b>Project Type:</b>            | Bicycle        |
| <b>Project Status:</b>          | Active         |
| <b>Funding Status:</b>          | Funded         |

## PROJECT DESCRIPTION

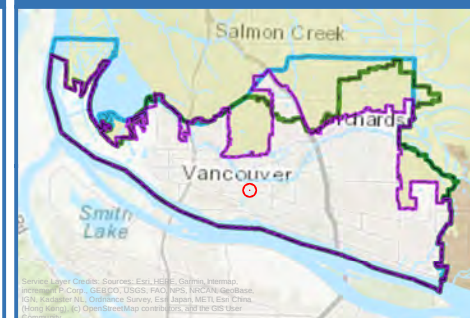
### **Project Description / Comments**

Project will widen southwest corner of Mill Plain Blvd. and MacArthur Blvd. to accommodate driver right turns and associated signal modifications. Close right hand slip lane to make bike access only.

## LEGEND

|  |                              |  |                       |  |               |
|--|------------------------------|--|-----------------------|--|---------------|
|  | Project Area                 |  | Water Project Areas   |  | Battle Ground |
|  | Transportation Project Areas |  | SCIP Project Areas    |  | Camas         |
|  | Sanitary Sewer Project Areas |  | Vancouver City Limits |  | Washougal     |
|  | Surface Water Project Areas  |  | Clark County          |  |               |

## VICINITY MAP



## FUNDING & SCHEDULE

|                                       |                     |
|---------------------------------------|---------------------|
| <b>Funding Status:</b>                | Funded              |
| <b>Existing Funds:</b>                |                     |
| <b>SFS Funds:</b>                     |                     |
| <b>Grant Funds:</b>                   | Yes                 |
| <b>Total Proj. Cost:</b>              | <b>\$300,000.00</b> |
| <b>*Start of Construction (Year):</b> | 2020                |





| STREETS - ARTERIAL CLASSIFICATION CHANGES                                          |                                                                              |
|------------------------------------------------------------------------------------|------------------------------------------------------------------------------|
| New Designation:                                                                   | Recommendation                                                               |
|                                                                                    |                                                                              |
| Redesignation:                                                                     |                                                                              |
| East side - NE 54th St. W. of NE 137th Ave                                         | Remove this arterial due to Evergreen School District development            |
| Other:                                                                             |                                                                              |
| West side -Relabel NW 26th Ave as NW 32nd Ave.                                     | Make corrections to map for program consistency                              |
| Vancouver City Center Vision (VCCV) Planning Boundary                              | Make corrections to map for program consistency                              |
| Add new streets constructed by Riverview Gateway Project - near SE 192nd Ave/SR 14 | Update map for new Columbia Palisades Drive near SE 192nd Ave/SR14           |
| East side- Add new streets constructed in CTC near SE 182nd Ave/SE 1st St          | Update map for new SE 184th Ave., near SE 182nd Ave and SE 1st St            |
| West side - Lincoln Ave. NW 24th St. to NW Fourth Plain Blvd.                      | Correct map for existing limits of Lincoln Ave. NW 24th St to 4th Plain Blvd |
| Future Lincoln Ave alignment shown between 4th Plain and NW 39th St                | Remove Lincoln Ave. between 4th Plain and NW 39th St                         |
| NE 72nd Ave labeled as NE 73rd Ave at NE Thurston Way.                             | Correct map to show NE 72nd Ave at NE Thurston Way                           |









# **GLOSSARY**

## **FREQUENTLY USED TERMS AND ACRONYMS**

### **ACP**

Annual Construction Program or Asphalt Concrete Pavement

### **ADA**

Americans with Disabilities Act

### **ADT**

Average Daily Traffic

### **AIP**

Arterial Improvement Program (TIB funding Program)

### **Access**

Access is a means of approach to provide vehicular or pedestrian entrance or exit to a property. This may not necessarily include all movements.

### **Access Management**

Access management is the process of providing and managing access to land development while preserving the regional flow of traffic in terms of safety, capacity and speed.

### **A.M. Peak Hour**

Identified by a one-hour period in the morning when traffic flow increases. The A.M. peak hour typically occurs between 6:30 a.m. and 9 a.m. Traffic volumes occurring during the A.M. peak hour are used to calculate the overall operation of a roadway or intersection.

### **ARRA**

American Recovery and Reinvestment Act. Also referred to as an economic stimulus package, ARRA was enacted by Congress in February 2009. The act provides \$28.35 billion for improving and maintaining transportation infrastructure throughout the United States.

### **Arterial**

An arterial is a major street carrying the traffic of local and collector streets to and from freeways and other major streets. Arterials generally have traffic signals at intersections and may have limits on driveway spacing and street intersection spacing. Further details can be found in the Vancouver Municipal Code (11.80.040).

## **Biological Assessment**

A biological assessment is an environmental document required for compliance with the Endangered Species Act for projects with federal funding or permits.

## **CAT**

Citizen Advisory Team

## **CCRP**

Corridor Congestion Relief Program (State funding source)

## **CDBG**

Community Development Block Grant. Block grants are targeted for low and moderate-income areas. Improvements typically consist of sidewalk and capital improvement programs.

## **CMAQ**

Congestion Mitigation and Air Quality Improvement (Federal funding source). This funding is for projects that create a direct air quality benefit, leading toward attainment or maintenance of a National Ambient Air Quality Standard (NAAQS).

## **CN**

Construction

## **CTL**

Center-Turn Lane

## **C-TRAN**

Clark County Public Transportation Benefit Area Authority, the transit agency for Clark County, Washington.

## **CWP**

Clean Water Program

## **Capacity**

The maximum rate of flow at which vehicles can be reasonably expected to traverse a point or uniform segment of a lane or roadway during a specified time period under prevailing roadway, traffic, and control conditions; usually expressed as vehicles per hour. In the project list spreadsheets *Capacity* is a term used to describe a subset of projects that upgrade existing substandard streets to urban arterial standards. This subset of projects typically improves more than just vehicle capacity. They also improve the pavement section, street lighting, bicycle, pedestrian and ADA facilities.



## **Collector Streets – Urban Collector**

Collectors – Urban Collector. *Urban collector* provides for land access and traffic circulation within and between residential neighborhoods, and commercial and industrial areas. Direct access to adjacent land uses, however, is still subordinate to traffic movement. Access to abutting properties is controlled through the use of raised channelization, driveway spacing and pavement markings. Typically, collectors are not continuous for any great length, nor do they form a connected network by themselves.

## **Comprehensive Plan**

Long-range plan, typically looking 20 to 50 years into the future, which is intended to guide growth and development of a community. Comprehensive Plans are required by the Washington State Growth Management Act for specific counties and cities in Washington State. The Plans establish goals and policies for managing population growth and land development while ensuring that the growth is adequately served by public facilities.

## **Concurrency**

The Concurrency ordinance (VMC 11.95) was adopted in response to the Washington State Growth Management Act, which required local jurisdictions to adopt level-of-service (LOS) standards for the arterial road system and to ensure maintaining those standards when considering new development. This process is called *Concurrency*. Concurrency applies to any development, land division, site plan and conditional use permit approvals.

## **EA**

Environmental Assessment

## **Environmental Review**

The consideration of environmental factors as required by the Washington State Environmental Policy Act (SEPA). The environmental review process is the procedure used by agencies and others under SEPA for giving appropriate consideration to the environment in agency decision-making. (WAC 197-11-746).

## **Enhancement**

In the project list spreadsheets *Capacity* is a term used to describe a subset of projects that upgrade pedestrian or bicycle facilities, or otherwise enhance the livability of the community through upgrades to the street system.

## **ESA**

The Endangered Species Act was established in 1973 to preserve ecosystems of endangered and threatened species. The Act was recently amended to include various species of fish, wildlife, and plants throughout the United States.

## **FAST Act**

On December 4, 2015, President Obama signed the Fixing America's Surface Transportation (FAST) Act (Pub. L. No. 114-94) into law—the first federal law in over a decade to provide long-term funding certainty for surface transportation infrastructure planning and investment. The FAST Act authorizes \$305 billion over fiscal years 2016 through 2020 for highway, highway and motor vehicle safety, public transportation, motor carrier safety, hazardous materials safety, rail, and research, technology, and statistics programs. The FAST Act maintains our focus on safety, keeps intact the established structure of the various highway-related programs we manage, continues efforts to streamline project delivery and, for the first time, provides a dedicated source of federal dollars for freight projects. With the enactment of the FAST Act, states and local governments are now moving forward with critical transportation projects with the confidence that they will have a federal partner over the long term.

## **Growth Management**

A group of strategies used by a government to direct the timing, location and type of development in a community

## **Growth Management Act (GMA)**

The State of Washington's Growth Management Act was adopted in 1990 to address the negative consequences of unprecedented population growth and suburban sprawl in the State. The GMA requires all cities and counties in the State to plan for future growth, with more extensive requirements for the largest and fastest-growing counties and cities in the State. Its requirements include guaranteeing the consistency of transportation and capital facilities plans with land use plans.

## **HES**

Hazard Elimination System/Safety (Federal Funding Source). The objective of this fund is to improve specific locations which constituted a danger to vehicles or pedestrians as shown by frequency of accidents.

## **HIS-HRRP**

In 2008, a portion of the funding provided through Federal Transportation Act SAFETEA-LU was made available for safety grants. Funds were provided through the Highway Safety Improvement Program (HSIP) and the High Risk Rural Roads Program (HRRRP).

## **HOV**

High-Occupancy Vehicle

## **Impacts**

*Impacts* are the effects or consequences of actions. Environmental impacts are effects upon the elements of the environment.

## **Interchange**

A system of interconnecting roadways in conjunction with one or more grade separations, providing for the movement of traffic between two or more roadways on different levels

## **Intersection**

The general area where two or more roadways join or cross, within which are included the roadway and roadside facilities for traffic movements in that area.

## **ITS**

Intelligent Transportation System

## **Land Use**

The type of activity associated with a specific geographic area. Land-use categories can be broad (e.g., residential, retail, office, industrial, and recreational), or they can be very specific (e.g., single-family residential, convenience market, or elementary school). In order to estimate trip generation characteristics for a specific geographic area, it is necessary to know both the type and intensity of land use (e.g., single-family residential land use at a development intensity of eight units per acre).

## **Level of Service (LOS)**

The Level of Service is a grading system developed by the transportation profession to quantify the degree of comfort (including such elements as speed, travel time, number of stops, total amount of stopped delay, and impediments caused by other vehicles) afforded to drivers as they travel through an intersection or roadway segment. LOS is expressed as a letter grade that ranges from “A”, indicating that drivers will experience little, if any delay, to “F”, indicating significant traffic congestion and driver delay will occur.

## **MVFT**

Motor Vehicle Fuel Tax

## **Mitigation**

(1) Avoiding impacts altogether by not taking a certain action or parts of an action; (2) minimizing impacts by limiting the degree or magnitude of the action and its implementation by using appropriate technology, or by taking affirmative steps to avoid or reduce impacts; (3) rectifying impacts by repairing, rehabilitating, or restoring the affected environment; (4) reducing or eliminating impacts over time by preservation and maintenance operations during the life of the action; (5) compensating for impacts by replacing, enhancing or providing substitute resources or

environments; and/or, (6) monitoring impacts and taking appropriate corrective measures (WAC 197-11-768).

## **Mode**

The means by which travel is accomplished. Alternative modes of travel include walking, bicycling, auto, bus, light rail, airplane, ferry, etc.

## **NAAQS**

The National Ambient Air Quality Standards were set up by the Environmental Protection Agency (EPA) to help mitigate the health impacts of air pollution. EPA established NAAQS measure for six pollutants that include carbon monoxide, ozone, particulate matter, lead, sulfur dioxide, and nitrous oxide.

## **Non-attainment Area**

Geographic area in which air pollution levels exceed the NAAQS. (See above.)

## **Peak Hour**

A period of 60 consecutive minutes during which an intersection or roadway system experiences the greatest amount of traffic volume

## **P.M. Peak Hour**

A one-hour period in the afternoon or evening when traffic flow increases. The P.M. peak hour typically occurs between 4 and 6 p.m. Traffic volumes occurring during the P.M. peak hour are used to calculate the overall operation of a roadway or intersection.

## **PE**

Preliminary Engineering

## **PSE**

Plans, Specifications and Estimates

## **PSMP**

Pedestrian Safety and Mobility Program

## **PWB**

Public Works Board. The Public Works Board was created by the 1985 State Legislature. The Board is composed of local government officials, special purpose district representatives and private sector members. The mission of the Washington State Public Works Board is “to assist Washington’s local governments and private water systems in meeting their public works needs to sustain livable communities.” The

Board is authorized to loan money to counties, cities, and special purpose districts to repair, replace, or create domestic water systems, sanitary sewer systems, storm water systems, roads, streets, solid waste and recycling facilities and bridges.

## **PWTF**

Public Works Trust Fund. This trust fund is administered by the Public Works Board. The PWTF Construction and Pre-construction Loan Programs provide funds to design, repair, replace or create a facility. These loans have a 5- to 20-year term with an interest rate of one-half percent. Maximum for any agency is \$10 million per biennium.

## **RCW**

Revised Code of Washington. Contains all laws of the state of general and permanent nature.

## **REET**

Real-estate Excise Tax

## **RTC**

Southwest Washington Regional Transportation Council. RTC is the regional transportation planning agency for Clark, Klickitat and Skamania counties.

## **WW&RP**

Washington Wildlife and Recreation Program

## **Right-of-Way/ROW**

Right-of-way is property held by the City for existing or future public roads or other public improvements.

## **Roadway Conditions**

The geometric characteristics of the street or highway, including the type of facility and its development environment, the number of lanes (by direction), lane and shoulder widths, lateral clearances, design speed, and horizontal and vertical alignments.

## **Roadway**

A roadway is the improved portion of an easement or right-of-way, excluding curbs, sidewalks and ditches. Road, roadway and street are used as interchangeable terms.

## **Roadway Section**



A roadway section is a cross-section of a roadway which displays, travel lanes, turning lanes, bike lanes, sidewalks and medians with their respective dimensions. Each classification of roadway has a corresponding roadway section.

## **SAFETEA-LU**

Safe, Accountable, Flexible, Efficient Transportation Equity Act - A Legacy for Users (SAFETEA-LU. The Act was signed into law by the President on August 10, 2005.). With guaranteed funding for highways, highway safety and public transportation totaling \$244.1 billion, SAFETEA-LU represents the largest surface transportation investment in our nation's history. The two landmark bills – the Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA) and the Transportation Equity Act for the 21st Century (TEA-21) – shaped the highway program to meet the nation's changing transportation needs. SAFETEA-LU builds on this firm foundation, supplying the funds and refining the programmatic framework for investments needed to maintain and grow our vital transportation infrastructure.

## **SEPA**

State Environmental Policy Act. SEPA is a state law requiring agencies to consider the environmental consequences of their decisions. (WAC 197-11-790).

## **SFS**

Street Funding Strategy (SFS). Refers to any revenue sources approved in 2015. Including Utility tax increase of 1.5%, Business License Surcharge increase, Transportation Benefit District (TBD) licensing fee revenues, and/or retired debt service being redirected to transportation improvements.

## **STP**

Surface Transportation Program (Federal funding source). The objective of the STP is to fund construction, reconstruction, resurfacing, restoration and rehabilitation of roads functionally classified as arterials.

## **STP-C**

Surface Transportation Program – Competitive Grant

## **STP-E**

Surface Transportation Program – Enhancement Grant

## **STP-TMA**

Surface Transportation Program – Transportation Management Area Grant

## **Signal Warrant**

A criterion that must be met before the installation of a traffic signal can be considered.

## **Significant/Significance**

- 1) *Significant* as used in SEPA means a reasonable likelihood of more than a moderate adverse impact on environment quality.
- 2) *Significance* involves context and intensity and does not lend itself to a formula or quantifiable test. Context may vary with the physical setting. Intensity depends on magnitude and duration of an impact. Severity of an impact should be weighed along with the likelihood of its occurrence. An impact may be *significant* if its chance of occurrence is not great, but the resulting environmental impact would be severe if it occurred. (WAC 197-11-794).

## **SWCAA**

Southwest Washington Clean Air Agency. A government agency responsible for air pollution control and planning in Clark, Cowlitz, Lewis, Skamania and Wahkiakum Counties.

## **SYS**

Traffic Signal System Improvement

## **TBD**

Transportation Benefit District (TBD). In the state of Washington, a Transportation Benefit District is a quasi-municipal corporation and independent taxing district that can raise revenue for specific transportation projects, usually through vehicle license fees or sales taxes. RCW 36.73 authorizes cities (see also RCW 35.21.225) and counties to form TBDs. In other uses, TBD is a common term meaning “to be determined.”

## **TDM**

Transportation Demand Management. A demand-based technique for reducing traffic congestion, such as ride-sharing programs and flexible work schedules enabling employees to commute to and from work outside of peak hours.

## **TEA-21**

The Transportation Equity Act for the 21st Century was signed on June 9, 1998, superseding the Intermodal Surface Transportation Efficiency Act (ISTEA) of 1991. This bill provides Federal transportation dollars for Federal, State and Local agencies. The majority of benefits associated with ISTEA are continued or expanded upon through TEA-21. Also, see SAFETEA-LU.

## **TIB**

Transportation Improvement Board. A state funding agency that administers several state funding programs. The mission of the TIB is to assist local agencies to preserve and improve transportation systems by providing financial assistance, supporting economic development, promoting multi-jurisdictional and multi-modal coordination and to promote public/private cooperation.

## **TIF**

Transportation Impact Fee. TIF is the traffic impact component of a development impact fee. An impact fee is a fee levied on a developer by the county as compensation for expected effects of the development.

## **TIMACS**

Transportation Information Management and Control System

## **TIP**

Six-Year Transportation Improvement Program

## **TPP**

Transportation Partnership Program (TIB Funding Program)

## **TS**

Traffic Signal Project

## **TSNS**

Traffic Safety Near Schools

## **TSO**

Traffic Signal Optimization

## **UAP**

Urban Arterial Program (State funding source), formally known as the Arterial Improvement Program. This program was established by the State in 1967 as the Urban Arterial Trust Account (UATA) and designated as the AIP in July 1999. The purpose of this program is to fund city and urban county arterial road and street projects to reduce congestion and improve safety, geometrics and structural concerns.

## **UCP**

Urban Corridor Program (State funding source), formally known as the Transportation Partnership Program. This program was established by the State in 1988 as the Transportation Improvement Account (TIA) and designated as the TPP in July 1999.

The purpose of the program is to fund projects on the regional transportation plan that are necessitated by existing or future congestion due to economic growth.

## **UR-SP**

Urban Sidewalk Program (State funding source), formally known as the Pedestrian Safety and Mobility Program. This program was established by the TIB in 1994 as the Pedestrian Facilities Program (TIA-PFP) and designated as the PSMP in July 1999. The program goal is to enhance and promote pedestrian mobility by providing funding for pedestrian projects that provide access and connectivity of pedestrian facilities.

## **V/C Ratio**

Ratio of volume to capacity for a traffic facility

## **Volume**

Number of vehicles passing a point on a lane or roadway during some time interval, often taken to be one hour, but may also be expressed in terms such as sub-hourly, daily or annually.

## **WAC**

Washington Administrative Code. The WAC is laws adopted by state agencies to implement state legislation.

## **WSDOT**

Washington State Department of Transportation. WSDOT is a department of the State of Washington responsible for transportation-related planning, management and coordination.

## **Zoning**

A map and ordinance text which divides a city or county into land use “zones” and specifies the types of land uses, setbacks, lot size, and size restrictions for buildings within each zone.



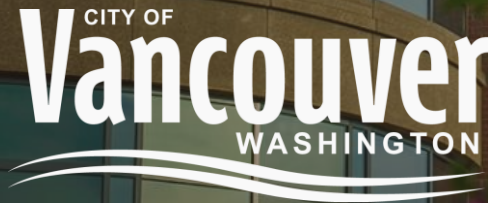
For additional information see  
[www.cityofvancouver.us/streetstip](http://www.cityofvancouver.us/streetstip)  
 or  
[www.cityofvancouver.us/betterstreets](http://www.cityofvancouver.us/betterstreets)



To request other formats, please contact:  
 Vancouver Public Works  
 360-487-7130 | TTY: 360-487-8602  
[betterstreets@cityofvancouver.us](mailto:betterstreets@cityofvancouver.us)



# City Council Public Hearing - 2020-2025 Transportation Improvement Plan (TIP)



June 17, 2019

Chris Malone

Public Works Finance and Asset Manager



# Why we create a TIP

- Required by law (RCW 35.77.010)
- Coordinated planning
- Required for state and federal grants
- Improved transparency and accountability

# 2020-2025 TIP -- Highlights

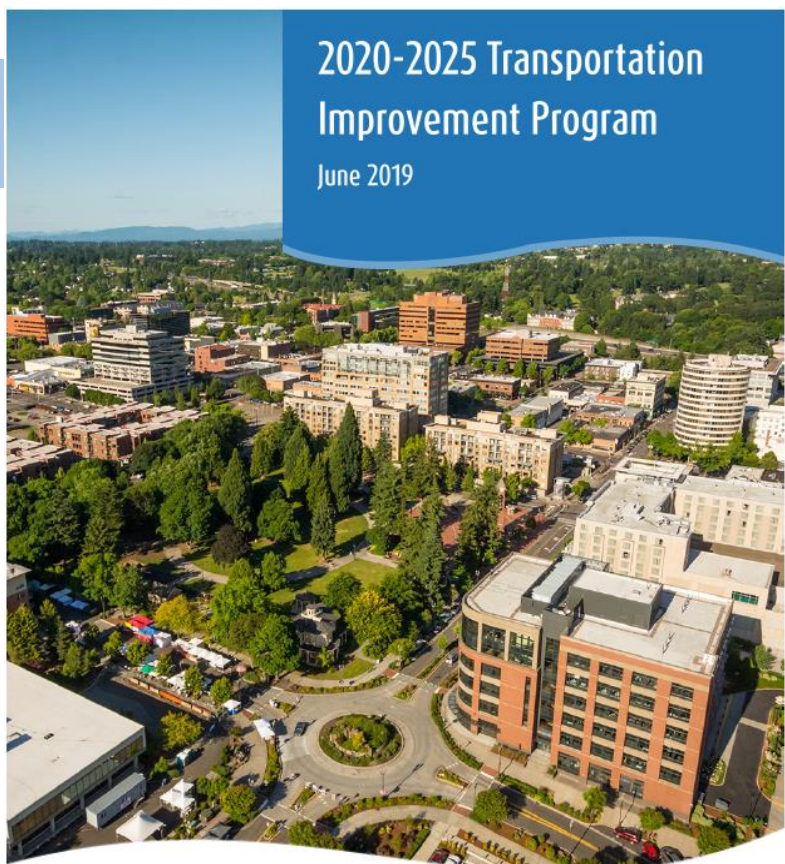
- Implements Street Funding Strategy (SFS)
- Key projects (funded, partially funded, ongoing)
- Arterial map update



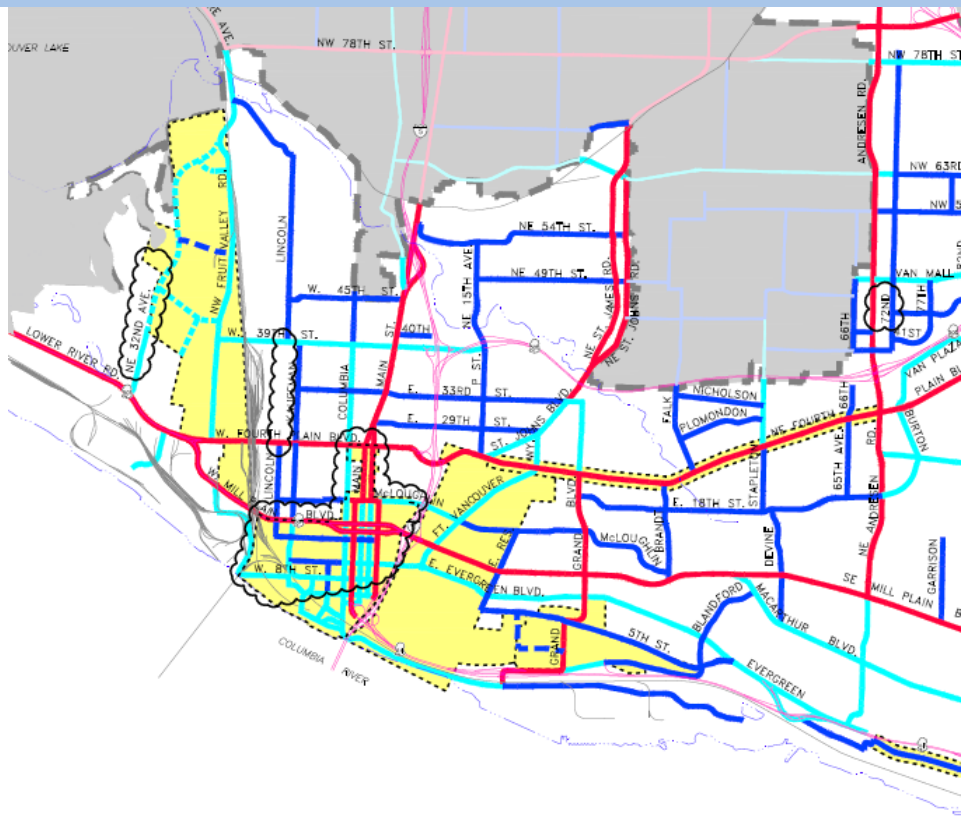
Vancouver Public Works  
PO Box 1995  
Vancouver, WA 98668-1995  
[www.cityofvancouver.us/StreetsTIP](http://www.cityofvancouver.us/StreetsTIP)

## 2020-2025 Transportation Improvement Program

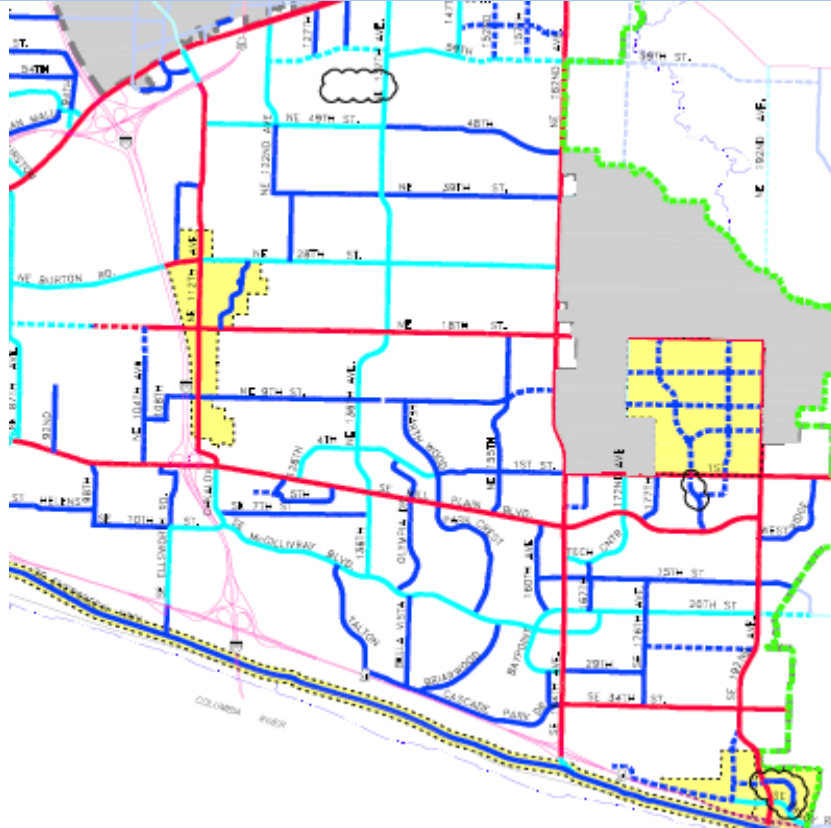
June 2019



## 2020-2025 TIP – Arterial Map Updates (West)



## 2020-2025 TIP – Arterial Map Updates (East)



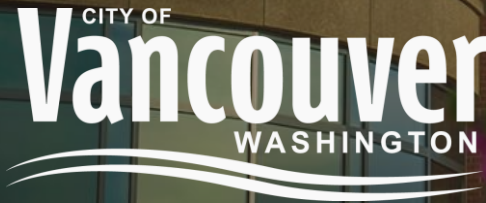
# Public outreach

- Planning Commission workshop – May 14, 2019
- Neighborhood Traffic Safety Alliance – May 21, 2019
- Joint City Council/Transportation Benefit District (TBD) workshop – June 3, 2019
- City Council public hearing – June 17, 2019
- Searchable TIP map now available on City's website:
  - <https://www.cityofvancouver.us/tip>



# Questions and Discussion

- Chris Malone -- PW Finance & Asset Management Manager
- Webpage: [www.cityofvancouver.us/tip](http://www.cityofvancouver.us/tip)
- Webpage: [www.cityofvancouver.us/betterstreets](http://www.cityofvancouver.us/betterstreets)





## **Staff Report 068-19**

**TO:** Mayor and City Council

**FROM:** Eric Holmes, City Manager

**DATE:** 6/17/2019

**SUBJECT** Authorizing the award of a contract to Mark43, Inc. for the new police records management and report writing system (RMS)

### **Key Points**

- In 2018, the City provided notice of its intent to exit the Regional Joint Information Network (RegJIN) hosted by the Portland Police Bureau following documented technical inefficiencies, projected cost increases, and Portland's own indication that it intends to replace RegJIN in the near future;
- Following a robust, nationwide competitive procurement process, Mark43, Inc. ("Mark43"), a provider of an internet cloud-based RMS solution, was selected by the City's RFP Evaluation Committee and Executive Steering Team as a replacement vendor for the City of Vancouver's police record management services ("RMS");
- City staff have negotiated a tentative Agreement with Mark43 with the following key deal points:
  1. In exchange for a not-to-exceed amount of \$1,278,116.00, Mark43 will provide the City with the professional services needed to create computer interfaces, facilitate data migration, test software, train staff, and launch the City's use of the RMS with an estimated cut-over date in June 2020;
  2. Mark43 has agreed to an agreement with an initial duration of five (5) years, followed by two renewal term option periods of five (5) years each with negotiated subscription pricing. These subsequent renewal term option periods can be exercised in the sole discretion of the City;
  3. As part of the proposed agreement, Mark43 guarantees 99.9% RMS availability. If it fails to meet this requirement, it will agree to credit the City according to a payment offset schedule (0% Credit for 99.9% availability, 10% credit for 99.8-99%, 20% for 98.9-98%, and 30% below 97.9% availability.) Mark43's guaranteed uptime exceeds the availability of the current RMS system used by the Vancouver Police Department (VPD), translating to increased efficiency for VPD officers.

### **Strategic Plan Alignment**

**Goal 2, Objective 2.1:** Provide reliable and responsive police, fire and EMS service.

### **Present Situation**

**Background.** In 2015, the Vancouver Police Department entered into a consortium of law enforcement agencies to participate in a shared regional records management system known as the Regional Joint Information Network (RegJIN), which is hosted by the Portland Police Bureau. Unfortunately, the efficiencies expected through the RegJIN system did not materialize. The RegJIN software system interaction has proven to be difficult and time-consuming from an officer/user perspective. For instance:

- RegJIN requires significant IT maintenance due to complex hardware architecture, antiquated software design, and frequent system updates.
- Promised RegJIN system improvements have been slow to achieve and not fully delivered.

Additionally, RegJIN costs to maintain system functionality are largely fixed and have not decreased significantly—even with decreasing numbers of users. As a result, the Portland Police Bureau has hired a consultant to assist their agency with the replacement of the RegJIN software system. It is anticipated that the existing RegJIN system will cease to exist in the summer of 2021. As a result of the factors above, in 2018, the City of Vancouver provided notice of intent to terminate participation in the RegJIN project to the Portland Police Bureau.

**Selection of Mark43.** After conducting an internal needs assessment, a competitive request for proposals (RFP) was developed and published. RFP responses were reviewed and rated by representatives of VPD and other key City stakeholders with diverse skills, experiences, and RMS needs. Vendor performances were evaluated by relevant users including Command members, Patrol officers and Records staff. Following review of vendor proposals and staff feedback, the Executive Steering Committee recommended the selection of Mark43 as the next VPD records management system vendor. Following several months of negotiations, Mark43 and City staff developed a tentative agreement pending City Council's approval. In recognition of City Charter provisions, this agreement (which could last fifteen years or longer if all renewal term option periods are exercised by the City) is accompanied by an enacting Ordinance.

### **Agreement Overview.**

- **General Provisions.** If approved, Mark43 would provide a combination of professional services (e.g., computer interface development and data migration), subscriptions and technical support to a cloud-based Software as a Service Records Management System (SaaS Services).
- **Cost.** The City would pay \$1,278,116 for the initial 5-year Term of this agreement for professional services and SaaS services. This covers implementation costs as well as the subscription costs, but is exclusive of applicable taxes (e.g., sales and use taxes). Following the initial agreement term, the City will be responsible for pass-through costs of \$16,500 per year for a third-party system ("CommSys") that facilitates Mark43's connection to state and federal criminal justice databases.
- **Duration.** After the initial 5-year term, the City will have the option of exercising up to two

additional 5-year renewal periods. The annual subscription fee (\$217,651.20) would be discounted by 10% during the first 5-year renewal term option period (adjusted annual total: \$195,886.08). During the second 5-year renewal term option period, Mark43 will be allowed to increase the subscription fee by 4.5% on a year-over-year basis for years 11-14, with no increase allowed in year 15. Thereafter, the agreement will renew on a year-to-year basis unless renegotiated.

### **Advantage(s)**

1. Mark43 software is a SaaS cloud-based solution. The City will not need to purchase, maintain, and support costly hardware on premise.
2. There will be decreased report writing and processing time using the new system. The project consultant has extensive data on Vancouver report processing times and estimates that the total reporting lifecycle period could be reduced by an estimated 40 to 44 percent between Patrol and Records personnel.
3. Mark43 utilizes an intuitive interface with modern web design techniques such as robust show/hide logic, nested fields, and minimal free text. This will reduce errors and encourage more accurate data collection, resulting in more precise crime statistics.
4. With its intuitive interface, training time for Mark43 is anticipated to be one-fifth of that which was required by the current system.
5. Mark43's SaaS Service supports single-entry where relevant data will appear in other modules within the RMS, resulting in decreased redundant data entry by police report writers.
6. With an SaaS Solution, IT will no longer need to maintain several different independent software components of the current system.
7. Statistical reporting and access to data is anticipated to be much easier in Mark43's SaaS Service, which will allow staff to make decisions faster and with increased consistency and reliability.
8. Mark43 offers a lower cost of ownership than the City's current system. The costs relating to hardware, disaster recovery, backup, updates, and application security are included in the subscription costs.
9. Functional integration between the RMS and other law enforcement systems (Sector, CAD, the prosecutor's office, NW LinX, Accurint, CCSO, ACCESS/WACIC/NCIC) will limit redundant data entry and enhance the capabilities of employees.
10. The powerful analytics and reporting capabilities of the Mark43 platform will enable VPD users to assemble information (such as workload statistics by RMS activity type) allowing managers to generate accurate employee performance reports.
11. Mark43 RMS is hosted on Amazon Web Services GovCloud (US) infrastructure, which allows for dynamic scaling, security, and redundancy due to multiple data centers. The contract guarantees 99.9% minimum uptimes 24/7/365 for all users throughout the duration of the subscription agreement (and cost offsets if projected uptimes are not met), which would be an improvement over the current system.

### **Disadvantage(s)**

1. There is a cost to change systems and transfer existing data; however, the City has set aside funds for this purpose.
2. Mark43 is a start-up company without the longevity and proven stability of other competitors in the market; accordingly, the City has taken deliberate steps to mitigate associated risks in

order to take advantage of the efficiencies gained by the advanced technology. (Notably, Mark43 is growing rapidly and is used by the King County Sheriff's Office, Seattle Police Department, Washington D.C. Police and others.)

### **Budget Impact**

Costs for this project have been approved in the 2019-2020 adopted budget.

### **Prior Council Review**

- Development of the RegJIN system, and the City's participation in it, has been underway since 2009, including the City's receipt of a \$1 million federal appropriation in the 2009-2010 fiscal year to support establishment of the system.
- On August 25, 2014, the Council was briefed on the RegJIN system as part of a general update on VPD initiatives.
- The RegJIN system was included in the 2015-2016 biennial budget, which was reviewed and adopted by Council in the fall of 2014.
- The City Council approved an Interlocal Agreement with the City of Portland for participation in the RegJIN network on March 23, 2015.
- The City Council approved Staff Report 127-17 recommendations to contract with PRI Management Group for the Police RMS Replacement Project on November 6, 2017.
- On June 18, 2018, the City Council approved Staff Report 090-18 recommendations to withdraw from RegJIN effective January 1, 2019. The staff report noted, "Due to the withdrawal notification requirements with the Portland Police Bureau, the compressed timeline may create a business necessity to negotiate an extended withdrawal date to accommodate the Vancouver Police RMS Project timeline. Discussions with the Portland Police Bureau indicate that an extension request is not anticipated to be a problem."
- On September 24, 2018, the City Council approved Staff Report 144-18 recommendations to obtain City Council approval to enter into a month by month extension agreement with the RegJIN User Board until the selection and implementation of a new RMS was in place.

### **Action Requested**

On Monday, June 17, 2019, subject to second reading and public hearing, approve the ordinance authorizing the City Manager or designee to sign an agreement with Mark43, Inc. of New York, NY, in an amount not to exceed \$1,278,116.00 exclusive of applicable taxes.

*Jonathan Young, Chief Assistant City Attorney, 487-8500*

### **ATTACHMENTS:**

- ▢ Ordinance authorizing City Manager to execute an Agreement with Mark 43
- ▢ Agreement General Terms & Conditions

*This staff report references the terms and conditions of the request for approval. Any document referred to herein and that is not attached may be reviewed prior to the City Council meeting in the office of the City Manager. Documents may be reviewed following scheduled Council meetings in the office of Central Records, 415 West 6th Street, Vancouver, WA. Office hours are 8:00 a.m. to 5:00 p.m., Monday through Friday.*

06/03/19  
06/17/19

ORDINANCE M - M-4268

AN ORDINANCE authorizing the City Manager or designee to execute an Agreement with Mark43, Inc., a Delaware corporation licensed to do business in the State of Washington (hereinafter “Contractor”), for the provision of professional services and cloud-based software as a service (collectively “Services”) for the benefit of providing the City of Vancouver, Washington (“City”), with a police record management system (RMS); and providing required Terms that such Agreement be for an initial term of not more than five (5) years; providing for severability; and setting an effective date.

WHEREAS, Contractor is a company that provides cloud-based Software as a Service for law enforcement agencies; and

WHEREAS, Contractor was selected by the City following a rigorous procurement process utilizing a request for proposals (RFP) and an evaluation committee comprised of City staff with a broad variety of experiences, specializations and RMS system needs; and

WHEREAS, City staff and the Contractor have negotiated a tentative Agreement containing mutually agreeable terms including payments in a not-to-exceed amount of one million two hundred seventy-eight thousand one hundred and sixteen dollars (\$1,278,116.00) for Services over an initial term of five (5) years, plus the benefit of two renewal term option periods of five (5) years each, which may be exercised at the City’s election; and

**ORDINANCE - 1**

Does not require codification



WHEREAS, upon execution of an Ordinance, the City Council has the authority to approve contracts involving the payment of money out of the appropriations of more than one year pursuant to City Charter Section 11.05; and

WHEREAS, the City wishes to obtain Contractor's Services pursuant to appropriate terms so as to obtain the benefits of a police RMS.

NOW, THEREFORE,

BE IT ORDAINED BY THE CITY OF VANCOUVER:

**Section 1.** Approval. The City Manager or designee is hereby authorized to execute an Agreement with Contractor for provision of Services to provide the City with the benefits of a police RMS.

**Section 2.** Terms. The initial term of such Agreement shall not exceed five (5) years.

**Section 3.** Severability. If any clause, sentence, paragraph, section, or part of this ordinance or the application thereof to any person or circumstances shall be adjudged by any court of competent jurisdiction to be invalid, such order or judgment shall be confined in its operation to the controversy in which it was rendered and shall not affect or invalidate the remainder of any parts thereof to any other person or circumstances and to this end the provisions of each clause, sentence, paragraph, section or part of this law are hereby declared to be severable.

**Section 4.** Effective Date. This ordinance shall go into effect five (5) days after its recording.

## **ORDINANCE - 2**

Does not require codification

Read First Time: June 3, 2019

Ayes: Councilmembers Paulsen, Glover, Stober, Turlay, Hansen, Mayor McEnerny-Ogle

Nays: Councilmembers None

Absent: Councilmembers Lebowsky

Read Second Time: June 17, 2019

Passed by the following vote: 7-0

Ayes: Councilmembers Paulsen, Lebowsky, Glover, Stober, Turlay, Hansen, Mayor  
McEnerny-Ogle

Nays: Councilmembers None

Absent: Councilmembers None

SIGNED this 17th day of June, 2019.

\_\_\_\_\_  
Anne McEnerny-Ogle, Mayor

Attest:

\_\_\_\_\_  
Natasha Ramras, City Clerk

Approved as to form:

\_\_\_\_\_  
E. Bronson Potter, City Attorney

**ORDINANCE - 3**

Does not require codification

## SUMMARY

### ORDINANCE M- M-4268

AN ORDINANCE authorizing the City Manager or designee to execute an Agreement with Mark43, Inc., a Delaware corporation licensed to do business in the State of Washington, for the provision professional services and cloud-based software as a service for the benefit of a police record management system for the City of Vancouver, Washington; providing terms for such Agreement; providing for severability; and setting an effective date.

The full text of this ordinance will be mailed upon request. Contact Raelyn McJilton, Records Officer at (360) 487-8799, or via [www.cityofvancouver.us](http://www.cityofvancouver.us) (Go to City Government and Public Records).

### **ORDINANCE - 4**

Does not require codification

**City of Vancouver Agreement # \_\_\_\_\_**  
**A Technology Agreement for Software as a Service**  
**By and Between City of Vancouver and Mark43, Inc.**  
**for a Police Records Management and**  
**Report Writing System**

This Agreement is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2019, by and between the City of Vancouver, a municipal corporation under the laws of the State of Washington (hereinafter referred to as “City”), and Mark43, Inc., a Delaware corporation licensed to do business in the State of Washington (hereinafter referred to as “Contractor”), whose address is 28 East 28<sup>th</sup>, 12<sup>th</sup> Floor, New York, NY 10016. The City and the Contractor are referred to collectively as the “Parties”.

WHEREAS, the City desires to engage Contractor to provide cloud software applications and/or professional services for a Police Records Management and Report Writing System, and Contractor has agreed to offer its cloud software applications and/or professional services to perform said work; and

WHEREAS, the Contractor has represented by entering into this Agreement and by its response to City of Vancouver Request for Proposal # 17-18 that it is fully qualified to perform the work to which it will be assigned in a competent and professional manner to the standards required by City,

NOW, THEREFORE, in consideration of the terms, conditions, covenants, and performance of the Work set forth herein, and as attached and made a part hereof, the City and Contractor mutually agree as follows:

SR#\_

## GENERAL TERMS & CONDITIONS

### i. CONTENTS:

|                                                             |    |
|-------------------------------------------------------------|----|
| ii. Definitions.....                                        | 5  |
| 1. Software and Services Provided.....                      | 12 |
| 2. Relation of the Parties.....                             | 15 |
| 3. Duration.....                                            | 15 |
| 4. Time of Performance.....                                 | 16 |
| 5. Delays and Extensions of Time.....                       | 16 |
| 6. Compensation and Schedule of Payments.....               | 17 |
| 7. Termination.....                                         | 19 |
| 8. E-Verify.....                                            | 24 |
| 9. Compliance with Laws and Rules.....                      | 25 |
| 10. Permits, Certifications and City Business License ..... | 26 |
| 11. Liability and Hold Harmless.....                        | 27 |
| 12. Insurance.....                                          | 31 |
| 13. Ownership of City Data.....                             | 33 |
| 14. Amendments.....                                         | 34 |
| 15. Confidentiality.....                                    | 35 |
| 16. Representations and Warranties.....                     | 36 |
| 17. License for Use.....                                    | 37 |
| 18. Data and Security.....                                  | 40 |

SR#\_

|                                                                        |        |
|------------------------------------------------------------------------|--------|
| 19. Optional Purchase of SaaS Protection .....                         | 49     |
| 20. Major Emergencies or Disasters.....                                | 50     |
| 21. Force Majeure.....                                                 | 51     |
| 22. Public Disclosure Compliance.....                                  | 52     |
| 23. Media Releases.....                                                | 53     |
| 24. Assignment.....                                                    | 53     |
| 25. Complete Agreement.....                                            | 25     |
| 26. Severability.....                                                  | 55     |
| 27. Ratification.....                                                  | 55     |
| 28. Governing Law/Venue.....                                           | 55     |
| 29. Notices and Representatives.....                                   | 56     |
| <br>Exhibit A – Technical Specifications and Schedule of Services..... | <br>58 |
| Ex. A., I. Technical Specifications .....                              | 59     |
| <u>Addendum 1</u> – CJIS Security Addendum.....                        | 101    |
| Ex. A., II. Schedule of Services .....                                 | 102    |
| Ex. A., II.A. Project Timeline.....                                    | 102    |
| Ex. A., II.B. Contractor’s Key Personnel.....                          | 105    |

SR#\_



|                                                      |     |
|------------------------------------------------------|-----|
| Exhibit B – Compensation.....                        | 106 |
| Ex B., I.A. Payment Structure.....                   | 107 |
| Ex. B., I.B. Payment Schedule.....                   | 108 |
| Ex. B., II. Support Services and Service Levels..... | 110 |

SR#\_

ii. DEFINITIONS:

**“Affiliate”** means, with respect to any entity, any other entity who, directly or indirectly, through one or more intermediaries, controls, is controlled by, or is under common control with, such entity.

The term “control” means the possession, directly or indirectly, of the power to direct or cause the direction of the management and policies of an entity, whether through the ownership of voting securities, by contract or otherwise.

**“Applications”** means the Contractor software applications as described in Exhibit A (“Technical Specifications and Schedule of Services”).

**“Authorized Persons”** means (1) authorized Contractor employees; and (2) authorized Subcontractors, in each case, who have a legitimate need to know or otherwise access the City Data to enable Contractor to perform its obligations under this Agreement, and who are bound in writing by confidentiality obligations sufficient to protect Personal Information in accordance with the terms and conditions of this Agreement.

**“Authorized User”** means an employee or independent contractor of the Vancouver Police Department (solely to the extent such contractor is providing services to the City of Vancouver), who has been authorized by the City to use the “Cloud Software Service for Law Enforcement” including sworn and civilian staff, authorized volunteers and authorized members of joint task force operations.

**“Certificate of Completion”** means a written certificate, signed by authorized representatives of City and Contractor, stating that (1) the RMS and all required interfaces have been completely delivered, assembled, installed, and tested at the City work site in accordance with the requirements

SR#\_

of this Agreement; (2) as so assembled and installed, the RMS satisfies the acceptance tests reasonably required by the City; and (3) the RMS conforms to the specifications required under this Agreement.

**“City”** means the City of Vancouver, and any departments and subdivisions thereof, including without limitation, the Vancouver Police Department.

**“City Agreement Administrator”** means the director level authority for making changes to the Agreement or managing aspects of the Agreement.

**“City Data”** means all data, information, content and other materials stored or transmitted by City and any Authorized User through the Cloud Software Service for Law Enforcement (i) in their user accounts, and (ii) on any Third Party Application, excluding any Third Party Data and any Contractor Data.

**“Cloud Software Service for Law Enforcement”** or “SaaS Services” or “RMS” means the hosting, maintenance, and/or support services for the Applications, application program interfaces, Software, modules, graphical user interfaces, and related software-as-a-service provided by the Contractor under this Agreement, including any related remote access reasonably needed for use by the City, including any Documentation thereto.

**“Confidential Information”** means:

(1) with respect to Contractor, the SaaS Services, and any and all source code relating thereto, as well as Documentation and non-public information or material regarding Contractor’s legal or business affairs, financing, customers, properties or data, and

SR#\_

(2) with respect to City, any non-public information or material regarding City's legal or business affairs, financing, customers, properties, computer infrastructure or data.

Notwithstanding any of the foregoing, Confidential Information does not include information which: (i) is or becomes public knowledge without any action by, or involvement of, the party to which the Confidential Information is disclosed (the **"Receiving Party"**); (ii) is documented as being known to the Receiving Party prior to its disclosure by the other party (the **"Contractor Data"** means data, information, content, and other materials provided, stored or transmitted through the "Cloud Software Service for Law Enforcement", which are the property of Contractor, including without limitation, Documentation and standard forms.

**"Defect"** means any failure of the RMS to operate in conformity with the specifications and other requirements set forth in this Agreement.

**"Disclosing Party"**); (iii) is independently developed by the Receiving Party without reference or access to the Confidential Information of the Disclosing Party and is so documented; or (iv) is obtained by the Receiving Party without restrictions on use or disclosure from a third person who did not receive it, directly or indirectly, from the disclosing party. **"Documentation"** means the user guides and user manuals for the "Cloud Software Service for Law Enforcement" that Contractor provides to the City.

**"Intellectual Property Rights"** means all intellectual and industrial property rights, whether now existing or existing in the future, including without limitation, (1) all patent rights, including any rights in pending patent applications and any related rights; (2) all copyrights and other related rights throughout the world in works of authorship, including all registrations and applications therefor; (3)

SR#\_

all trademarks, service marks, trade dress or other proprietary trade designations, including all registrations and applications therefor, (4) all rights throughout the world to proprietary know-how, trade secrets and other confidential information, whether arising by law or pursuant to any contractual obligation of non-disclosure; and (5) all other rights covering industrial or intellectual property recognized in any jurisdiction.

**“Launch Date”** means the date of cutover to the “Cloud Software Service for Law Enforcement”.

**“Malicious Code”** shall mean (1) any code, program, or sub-program whose knowing or intended purpose is to damage or interfere with the operation of the computer system containing the code, program or sub-program, or to halt, disable or interfere with the operation of the Software, code, program, or sub-program, itself, or (2) any code, program or sub-program that permits any unauthorized person to circumvent the normal security of the Software or the system containing the code. This could include, but is not limited to “viruses,” “worms,” “backdoor entries,” “time bombs,” “Trojan horses,” “lockout devices,” and other disruptive technologies.

**“Mark 43 Data Lake”** means a Microsoft SQL Server (MSSQL) database that can be provided to City to access City Data directly via SQL. This database is a near-real time replica of the live Mark 43 database and has no limits on storage size for data pulled from the RMS application. The Mark 43 Data Lake runs on shared hardware, but City Data is fully isolated from that of other subscribers.

**“Personal Information”** means the City Data provided to Contractor by or at the direction of the City, or to which access was provided to Contractor by or at the direction of the City, in the course of Contractor’s performance under this Agreement that: (1) identifies or can be used to identify an individual (including, without limitation, names, signatures, addresses, telephone numbers, e-mail

SR#\_

addresses and other unique identifiers); or (2) can be used to authenticate an individual (including, without limitation, employee identification numbers, government-issued identification numbers, passwords or PINs, financial account numbers, credit report information, biometric or health data, answers to security questions and other personal identifiers).

**“Production and Non-Production Environments”** “Production” environment means the environment used by the City for mission critical operational work supporting 24x7x365 law enforcement functions. “Non-production” environment is any environment that is not Production.

**“Professional Services”** means the evaluation, consultation, implementation, configuration and other services offered by Contractor in connection with the “Cloud Software Service for Law Enforcement”, as set out in Exhibit A “Technical Specifications and Schedule of Services” along with corresponding pricing, as applicable, but not including any “Cloud Software Service for Law Enforcement”.

**“Regular Use Period”** means the period of time during the Term of this Agreement following date of cutover to the Cloud Software Service for Law Enforcement.

**“RMS”** (Records Management System). See “Cloud Software Service for Law Enforcement”.

**“Security Breach”** means (1) any act or omission that compromises either the security, confidentiality, or integrity of Personal Information, or (2) any mishandling or loss of the City Data, the physical, technical, administrative or organizational safeguards put in place by the Contractor, City, or any Authorized Persons that relate to the protection of the security, confidentiality, or integrity of Personal Information, or (3) any act or omission that results in any corruption or loss of the City’s Data.

SR#\_



**“Services”** means the Professional Services and the SaaS Services.

**“Software”** means the object code version of Contractor’s computer software and all updates made available by Contractor to the City under this Agreement.

**“Subcontractor”** means any third-party vendor, manufacturer, service provider, or other entity that is not the named Contractor in this Agreement that is or may be engaged by the Contractor and approved by the City in writing for performance of the Work under this Agreement.

**“Term”** means the Initial Term, any Renewal Term Option Period(s), and Renewal Term(s) (if any).

**“Third Party Application”** means a third-party service by a Third Party Provider(s) selected by City and approved by Contractor, to which the City and any Authorized User facilitates Contractor’s access to, and use of, the “Cloud Software Service for Law Enforcement”, via an application programming interface or other means.

**“Third Party Data”** means any data owned by a third party that the City accesses via the “Cloud Software Service for Law Enforcement”.

**“Third Party Providers”** means third parties, including other contractors, state agencies and local agencies, that control products and/or databases, including Third Party Applications, with which Contractor’s “Cloud Software Service for Law Enforcement” are to be interfaced, but for the avoidance of doubt, shall not include any Third Party Suppliers.

**“Third Party-Supplied Components”** means any component supplied by a Third Party Supplier.

**“Third Party Suppliers”** means any party who provides products and/or services that contribute to the overall “Cloud Software Service for Law Enforcement” provided to the City by the Contractor, including, without limitation, Amazon Web Services, Google and CommSys.

SR#\_

**“Transition Assistance”** means the process by which the Contractor assists the City prior to, or upon, termination.

**“Updates”** means any and all new releases, new versions, patches and other updates for the “Cloud Software Service for Law Enforcement” that Contractor makes generally available without additional charge to its other customers of the “Cloud Software Service for Law Enforcement”.

SR#\_

1. Software and Services Provided.

A. Work. Contractor agrees to provide the Services set forth in Exhibit A “Technical Specifications and Schedule of Services”, and as further described within Contractor’s Statement of Work; within the time frames and milestones specified herein. Exhibit A “Technical Specifications and Schedule of Services” is hereby incorporated into this Agreement by this reference (Contractor’s delivery of the RMS called for within Exhibit A on a subscription fee basis, together with performance of the Professional Services called for under this Agreement shall be collectively termed “Work”). Given the current requirements set out in this Agreement, payment for Contractor’s Work during the Initial Term shall not exceed the sum of one million, two hundred seventy-eight thousand, one hundred and sixteen dollars (\$1,278,116.00) in the amounts specified within Exhibit B (“Compensation”) unless authorized in writing by the City, as specified within Section 14 of this Agreement.

B. Inspection. City may inspect the components of the RMS when delivered and reject upon notification to Contractor any and all components of the RMS which do not conform to the specifications or other requirements contained in this Agreement. Components of the RMS which are rejected shall be promptly corrected, repaired, or replaced by Contractor in accordance with Contractor’s warranty obligations under this Agreement, such that the RMS conforms to the specifications and the other requirements of this Agreement. If City receives components of the RMS with one or more Defects not reasonably apparent on inspection, then City reserves the right to require prompt correction, repair, or replacement by Contractor in accordance with Contractor’s warranty obligations under this Agreement following the discovery of such Defect(s). As the Parties

SR#\_

agree that the RMS is to be hosted off-site, City has the right to inspect and audit all facilities, infrastructure, policies and procedures, personnel, equipment, and documentation involved with operating the RMS and under Contractor's control to ensure compliance with the terms of this Agreement.

C. Acceptance. Payment for any part or parts of the RMS, or inspection or testing thereof by City, shall not constitute acceptance or relieve Contractor of its obligations under this Agreement. City shall be deemed to have accepted the RMS and Contractor's Work only upon City's execution and delivery of a Certificate of Completion. Acceptance of the RMS does not waive any warranty or other rights provided in this Agreement for the balance of Contractor's Work required under this Agreement. City will have a minimum of thirty (30) days after the Launch Date of each phase to test the system in full production use and to identify non-conforming elements to be corrected. The Certificate of Completion will be executed once all non-conforming elements have been corrected by Contractor, except for minor or inconsequential errors.

D. Problems. Contractor agrees to promptly notify City of any factor, occurrence, or event coming to its attention that may affect Contractor's ability to meet the requirements of this Agreement, or that is likely to occasion any delay in completion of the Work contemplated by this Agreement. Such notice shall be given in the event of any loss or reassignment of any of Contractor's Key Personnel identified by name within this Agreement, threat of strike, or major equipment failure or other force majeure event.

E. Alterations and Changes. City reserves the right, without impairing Contractor, to require additional subscriptions or services, to omit, cancel or eliminate Agreement items, to alter

SR#\_

details of implementation or installation, and to make other changes and alterations as necessary or desirable, in City's judgment, to satisfactorily complete the project contemplated by this Agreement. Contractor shall perform such changed, additional, increased, decreased, varied or altered obligations upon the mutual written agreement of the Parties. Compensation for such alterations or changes will be made on such basis as may have been agreed to by the Parties. Except as may be otherwise provided in this Agreement, no payment for extras will be made unless such extras and the compensation to be paid therefore have been authorized in writing in compliance with Section 14 of this Agreement.

F. Audit Rights. Contractor shall provide such employees and independent auditors and inspectors as City may designate with reasonable access to all sites from which Work is performed for the purposes of performing audits or inspections of Contractor's operations to ensure compliance with this Agreement, in all cases upon advance notice to Contractor, not more than once per calendar year and during normal business hours at a time convenient to Contractor. Contractor shall provide such auditors and inspectors any reasonable assistance that they may require. Such audits shall be conducted in such a way so that the services to any other customer of Contractor are not impacted adversely. Contractor shall provide City with all information reasonably requested by City to assess the overall financial stability and strength of the Contractor and Contractor's ability to fully perform its obligations under this Agreement. The Parties anticipate that City's audit needs can be achieved by annual receipt of requested financial reports, a security compliance audit report (e.g., SOC-2 TYPE-2), and reasonable cooperation with any CJIS audit conducted or required by the Federal Bureau of Investigations.

SR#\_

2. Relation of Parties.

The Contractor, its Subcontractors, agents and employees are independent contractors performing professional services for City and are not employees of City. The Contractor, its Subcontractors, agents and employees, shall not, as a result of this Agreement, accrue leave, retirement, pension, insurance, bonding or any other benefits afforded to City employees. The Contractor, Subcontractors, agents and employees shall not have the authority to bind City in any way except as may be specifically provided herein.

3. Duration.

This Agreement shall be effective as of the date specified on Page 1 of this Agreement (the “Effective Date”) and shall continue for five (5) years (the “Initial Term”). The City shall have the option to renew for two additional five (5) year periods (the “Renewal Term Option Period(s)”) upon notice to Contractor prior to the expiration of the Initial Term (or prior to the expiration of the first Renewal Term Option Period in the event that a second Renewal Term Option Period is elected by the City). Continuous one (1) year extensions shall continue thereafter, or following the Initial Term in the event the Renewal Term Option Period is not elected (each, including the Renewal Term Option Period(s), a “Renewal Term”). Such extensions shall be automatic, and shall go into effect without written confirmation, unless the City provides advance notice of the intention to not renew at least thirty (30) days prior to the otherwise automatic renewal date.

SR#\_



4. Time of Performance.

The Work required of the Contractor is to commence as soon as practicable after the execution of this Agreement. It is agreed services hereunder shall be completed according to the schedule set forth in Exhibit A.II. ("Schedule of Services") and Exhibit B.II. ("Support Services and Service Levels"). Time is of the essence as to the terms of this Agreement.

5. Delays and Extensions of Time.

A. Delays. Contractor shall use commercially reasonable efforts to meet the projected Launch Date and avoid unreasonable delays in the delivery of all Professional Services required prior to the Launch Date unless excused by an Extension of Time. The City shall also make best efforts to meet the projected Launch Date and avoid unreasonable delays in assisting Contractor as reasonably necessary in connection with the Professional Services. Following the Launch Date, interruptions in the delivery of the Cloud Software Service for Law Enforcement shall be handled as set forth in Exhibit B.II.

B. Extensions of Time. If the Contractor is delayed at any time in the progress of providing Professional Services covered by the Agreement, by any causes beyond Contractor's control, the time for performance may be extended by such time as shall be mutually agreed upon by Contractor and City and shall be incorporated in a written amendment to this Agreement, with such approval by City not to be unreasonably withheld. Any request for an extension of time shall be made in writing to City.

SR#\_

6. Compensation and Schedule of Payments.

A. General. City shall pay the Contractor at the rates and schedule indicated in Exhibit B (“Compensation”) for Work performed under this Agreement. Exhibit B “Compensation” is hereby incorporated into this Agreement by this reference. This is the maximum amount to be paid under this Agreement and it shall not be exceeded without City's prior written authorization in the form of a negotiated and executed Amendment. Such payment shall be full compensation for Work provided and for all labor, materials, supplies, equipment, travel and incidentals necessary to complete the project as set forth herein. The Contractor shall submit invoices to City covering agreed upon payments for Work and authorized project expenses, if any. Payments to Contractor shall be made within thirty (30) days from submission of each invoice. The City’s Agreement Number must be referenced on any invoice submitted for payment.

B. Increases in Pricing. Pricing for the “Cloud Software Service for Law Enforcement” provided under this Agreement shall not increase except as provided herein. Fees and charges for any new Services or add-ons of a material nature shall be established by written amendment to this Agreement.

C. Payment Corrections. The City reserves the right to correct any invoices paid in error according to the rates set forth in this Agreement. City and Contractor agree that any amount paid in error by City does not constitute a rate change in the amount of the Agreement.

D. Contractor’s Personnel. Contractor shall provide for and pay the compensation of Contractor personnel and shall pay all taxes, contributions, and benefits (such as, but not limited to, workers’ compensation benefits) which an employer is required to pay relating to the employment of

SR#\_

employees. City shall not be liable to Contractor or to any Contractor personnel for Contractor's failure to perform its compensation, benefit, or tax obligations. Contractor will comply with all associated governmental regulations, including the filing of all necessary reports and returns.

E. Taxes. The City will pay (via Contractor) applicable taxes, including sales, use, excise, required by law, as well as other governmental fees, duties, and charges (and any penalties, interest, and other additions thereto) that are imposed with respect to the transactions and payments under this Agreement ("Indirect Taxes"). All fees are exclusive of Indirect Taxes. If any such taxes are required to be withheld on any payment, the City will pay such additional amounts as are necessary so that the net amount received by Contractor is equal to the amount then due and payable under this Agreement. Contractor will include a line item for such Indirect Taxes on its invoices to the City, provided that City shall be responsible for ensuring that the percentage to be withheld is in compliance with applicable laws. City agrees to furnish Contractor with an exemption certificate where appropriate or a direct payment permit certificate. The Parties will use commercially reasonable efforts to cooperate with each other to enable each to more accurately determine its own tax liability and to minimize such liability to the extent legally permissible. The City reserves the right to review all tax charges and, in no event, will be responsible to pay more than is appropriate or actually paid under applicable law. Contractor will pass on to the City any tax refunds received with respect to the City's previous payment or reimbursement of applicable taxes hereunder. Each party shall provide and make available to the other any resale certificates, information regarding out-of-state or out-of-country sales or use of equipment, materials or services, and other exemption

SR#\_

certificates or information reasonably requested by either Party. The Parties recognize and agree that the City is not responsible for:

- i. Taxes based upon the net worth, gross income or net income of the Contactor's taxes based upon the franchise of the Contractor;
- ii. Taxes based upon the equipment or software, except to the extent specifically provided in this Agreement;
- iii. Taxes paid by or for any employee of Contractor.

F. Withholding of Payment. City shall pay undisputed charges when such payments are due under this Agreement. However, City may withhold payment of charges that City disputes in good faith. If City in good faith disputes any charges under this Agreement, City shall notify Contractor of such disputed amount and the basis for City's dispute together with any appropriate information supporting City's position. If City withholds any disputed charges, City shall pay the undisputed portion of charges when due. Neither the failure to dispute any charges or amounts prior to payment nor the failure to withhold any amount shall constitute, shall operate or be construed as a waiver of any right City may otherwise have to dispute any charge or amount or recover any amount previously paid in error.

7. Termination.

A. For Cause.

Either party may terminate this Agreement for material breach upon written notice to the other party that the other party has breached a material term of this Agreement if such breach

SR#\_

remains uncured for the time reasonably specified for cure in the notice, which time shall not exceed thirty (30) days after the other party's receipt of such notice. Notwithstanding the foregoing, if the nature of the breach is such that it cannot be cured within thirty (30) days, this Agreement shall not be terminated if the breaching party begins to remedy the breach within thirty days and thereafter diligently pursues the cure to completion.

B. For City's Convenience.

The City may terminate this Agreement at any time, without cause and for any reason including the City's convenience, upon ninety (90) days' prior written notice to the Contractor.

C. Non-appropriation of Funds.

The City may terminate this Agreement at any time effective upon written notice, if due to nonappropriation of funds by the Vancouver City Council, and no such notice shall be required notwithstanding any notice requirements that may be agreed upon for other causes of termination.

D. Acts of Insolvency.

The City may terminate this Agreement by written notice to Contractor if the Contractor makes a general assignment for the benefit of creditors, suffers or permits the appointment of a receiver for its business or assets, becomes subject to any proceeding under any bankruptcy or insolvency law whether domestic or foreign, or is wound up or liquidated, voluntarily or otherwise except, in the case of involuntary proceedings, the City shall not have any such right to terminate unless such proceeding is not resolved within ninety days.

E. Termination for Gratuities and/or Conflict of Interest.

SR#\_

The City may terminate this Agreement by written notice to Contractor if the City finds that a conflict of interest exists in violation of applicable ethics rules, or that any gratuity in the form of entertainment, a gift, or otherwise, was offered to or given by the Contractor or any agent therefore to any City official, officer or employee.

F. Notice.

If the City provides Contractor notice of termination, then subject to the City's continued compliance with the terms and conditions of the Agreement (including payment), the Contractor shall continue to provide products and services until the effective date provided in the termination notice.

G. Actions Upon Termination.

In the event of termination or expiration of this Agreement, the following shall apply:

- i. City will pay Contractor all amounts payable hereunder as of the effective termination date.
- ii. All rights and licenses granted hereunder to the City (as well as all rights granted to any Authorized Users) will immediately cease after the successful Termination Transition has completed, including but not limited to all use of the "Cloud Software Service for Law Enforcement".
- iii. The City will, upon written request of Contractor, either return to Contractor or provide Contractor with written certification of the destruction of, all documents, computer files and other materials containing any Confidential Information of Contractor that are in the City's possession or control.

SR#\_



H. Termination Prior to Regular Use Period.

Contractor agrees to destroy any copies of City Data collected in the “Cloud Software Service for Law Enforcement” in compliance with applicable laws if the termination occurs prior to the Regular Use Period.

I. Termination Transition.

Upon termination of the Agreement for any reason, and subject to all amounts due being paid in full, Contractor will assist the City with an orderly termination transition, and extraction of all City Data as set forth below:

i. Preparation.

- a. The City will provide the desired cutoff date of the SaaS Services (the “Cutoff Date”), at which time all existing user accounts will be terminated.
- b. Contractor will provide one (1) account for the City to access a web-based storage platform to retrieve all City Data (the “Transition Account”). The Transition Account will be available to the City for thirty (30) days prior to the Cutoff Date, and access will continue for at least 90 days after the Cutoff Date.

ii. Content.

- a. Contractor shall ensure the City Data available via the Transition Account is accessible in a Microsoft SQL Server database format, in

SR#\_

the standard Mark43 table structure. The City shall extract the City Data in a Microsoft SQL Server database format.

- b. Contractor will return City Data consisting of images or attachments to records within the RMS separately in their native format, and not bundled together with other records and data.
- c. Contractor will return City Data in a non-proprietary format, without technical restrictions or need for de-coding, suitable for reproduction and reuse without the assistance of Contractor or any third-party software that places restrictions on access to the records and data in any way.
- d. Contractor will provide entity relationship diagrams, data dictionaries, and complete data documentation which comprises the design specifications, file types and formats, and all other material necessary to allow a reasonably skilled programmer or analyst to maintain and reuse the City Data extracted from Contractor.

iii. Support.

- a. Contractor will assist the City to resolve any issues either party deems to be the result of errors in the Contractor's platform or export process for a period of six (6) months after the Cutoff Date.
- b. No less than one (1) year after the Cutoff Date, and promptly thereafter, Contractor will delete City Data from all of Contractor's

SR#\_

online systems (e.g. primary database, replica databases, search databases, application caches, etc.) other than database backups, audit logs and server system logs.

- c. Within six (6) months from the date of deletion of City Data from all Contractor's online systems, all City Data will be erased from database backups.
- d. Notwithstanding the foregoing, Contractor reserves the right to retain City Data on audit logs and server system logs and in support tickets, support requests and direct communications with Contractor.

Transition Assistance as outlined within this section is included in the amount charged to City for Services under this Agreement. In the event that any undisputed amounts have not been paid as required in this Agreement, Contractor may decline to provide the support outlined in this section until such amounts are paid in full.

8. E-Verify.

Contractor represents that it has registered and entered into a Memorandum of Understanding (MOU) with the Department of Homeland Security E-Verify program. Contractor shall ensure all Contractor employees assigned to perform work under this Agreement are eligible to work in the United States. Contractor shall provide verification of compliance upon City request. Failure by Contractor to comply with this subsection shall be considered a material breach.

SR#\_

9. Compliance with Laws and Rules.

A. Equal Employment. During the performance of this Agreement, Contractor agrees that Contractor personnel performing Work in the United States must be United States citizens or lawfully admitted in the United States for permanent residence or lawfully admitted in the United States holding a visa authorizing the performance of Services on behalf of Contractor.

Contractor shall not discriminate against any Contractor personnel, applicant for employment, or any member of the public because of race, color, religion, sex, sexual orientation, national origin or any other class protected by federal, state or local employment discrimination laws. Contractor shall ensure that Contractor personnel are treated equally during employment, without regard to their race, color, religion, sex, sexual orientation, national origin or any other class protected by federal, state or local employment discrimination laws. Such action shall include, but not be limited to, the following: employment, upgrading, demotion, transfer, recruitment, advertising, layoff or termination, rates of pay or other forms of compensation and selection for training, including apprenticeship.

B. OSHA/WISHA. Contractor certifies that it is in compliance with the conditions of the Federal Occupational Safety and Health Act of 1970 (OSHA), the Washington Industrial Safety and Health act of 1973 (WISHA), and the standards and regulations issued thereunder and certifies that all items furnished or purchased under this Agreement will conform to and comply with said standards and regulations.

C. Compliance with Rules. While at the City facilities, Contractor's personnel shall (i) comply with the rules and regulations that City sets regarding personal and professional conduct

SR#\_

(including compliance with City's dress code, the wearing of an identification badge provided by City, and adherence to City's regulations and general safety practices and procedures) generally applicable to such City facilities, (ii) comply with reasonable requests of City personnel pertaining to personal and professional conduct, and (iii) otherwise conduct themselves in a businesslike manner. Upon receipt of a written request from the City, Contractor shall remove or reassign any Contractor personnel who it has reasonable cause to believe has violated any law or City conduct policy (e.g., harassment prevention, non-discrimination) while working at or upon City-owned premises.

10. Permits, Certifications and City Business License.

A. General Obligations. The Contractor shall at its own expense secure any and all licenses, permits or certificates that may be required by any federal, state or local law for the performance of Contractor's obligations under this Agreement. Contractor shall also comply with the provisions of all applicable laws in Contractor's performance under this Agreement. At Contractor's own expense and at no cost to City, Contractor shall make any change, alteration or modification that may be necessary which arise out of Contractor's failure to comply with any law.

B. City Business License. In most cases, contractors will be required to get a business license when contracting with the City of Vancouver, unless applicable exemptions apply. Contractor shall contact the State of Washington Business License Service (BLS) at: 800-451-7985, [www.bls.dor.wa.gov/cities/vancouver.aspx](http://www.bls.dor.wa.gov/cities/vancouver.aspx) or visit the City's website found at [www.cityofvancouver.us/businesslicense](http://www.cityofvancouver.us/businesslicense), to determine whether a business license is required pursuant to VMC Ch. 5.04.

SR#\_

11. Liability and Hold Harmless.

A. Indemnification by Contractor. Contractor will defend, indemnify and hold harmless the City and its elected officials, directors, and employees from any and all claims, liabilities, costs and expenses of any kind (including reasonable attorney's fees and expert and consulting fees) arising from any third party claim arising after the Effective Date that (i) "Cloud Software Service for Law Enforcement" used in accordance with this Agreement infringes or misappropriates the intellectual property rights of a third party, or (ii) for Contractor's gross negligence or intentional misconduct in the performance of the obligations required under this Agreement. The foregoing obligations shall be subject to the City (a) promptly notifying Contractor of the claim, (b) providing Contractor with reasonable cooperation in the defense of the claim when the City becomes aware, and (c) providing Contractor with sole control over the defense and negotiations for a settlement or compromise. Notwithstanding the foregoing, Contractor shall not enter into any settlement without the City's prior written consent, which consent will not be unreasonably withheld. Additionally, if the City determines that a claim raises any issue of public interest or significance, the City shall be permitted to participate in the defense and settlement of any such claim, at its own expense, with counsel of its choosing. Notwithstanding the foregoing, Contractor shall have no obligation with respect to a third-party claim to the extent the third party claim arises from: (r) Contractor's compliance with the City's unique written specifications if the specifications included an infringing item; (s) claims arising out of acts or omissions of the City, its employees or contractors, or any of the City's Authorized Users of the "Cloud Software Service for Law Enforcement"; (t) claims brought by the

SR#\_



City or its employees or contractors or any user of the “Cloud Software Service for Law Enforcement”; (v) claims arising from the use of any City Data (excluding Contractor Security Breach with respect to City Data); (w) claims arising from the use of any Third Party Applications, Third Party-Supplied Components or Third Party Data; (x) claims arising from the use of the “Cloud Software Service for Law Enforcement” in combination with modules, apparatus, hardware, software, or services not authorized by Contractor or not specified in the Documentation for use with the “Cloud Software Service for Law Enforcement”; (y) the alteration or modification of the “Cloud Software Service for Law Enforcement” by a party other than Contractor, unless such alterations and modifications were authorized by Contractor or specified in the Documentation for use with the “Cloud Software Service for Law Enforcement”; (z) use of the SaaS Services in a manner that is not in accordance with this Agreement or the Documentation; claims arising from the use of old versions software after receipt of modified or updated versions of software; or claims arising from any data, product specifications, information or materials provided by the City hereunder, when used in connection with the “Cloud Software Service for Law Enforcement” or any customization or configuration made to the “Cloud Software Service for Law Enforcement” proposed by or provided by the City under a Statement of Work.

B. Indemnification by the City. The City will defend, indemnify and hold harmless Contractor and its affiliates, and each of their respective officers, directors, managers, shareholders, members and employees from any and all claims, liabilities, costs and expenses (including reasonable attorney’s fees) arising from any third party claim arising after the Effective Date, to the extent resulting from (i) the City’s negligence, or that of its employees, (ii) the City’s breach of the

SR#\_

Agreement, or the City's breach of any law; or (iii) any allegation that any data, product specifications, information or materials provided by the City hereunder, including, without limitation, the City Data and Third Party Applications, when used in connection with the "Cloud Software Service for Law Enforcement" or any customization or configuration made to the "Cloud Software Service for Law Enforcement" proposed by or provided by the City under a Statement of Work: (a) infringes or misappropriates any Intellectual Property Rights of a third party, or (b) violates any applicable laws. The foregoing obligations shall be subject to Contractor (a) notifying the City of the claim in a reasonable time period following the Contractor's actual awareness of the claim, (b) providing the City with reasonable cooperation in the defense of the claim and (c) providing the City with sole control over the defense and negotiations for a settlement or compromise; provided, however, that the City shall not enter into any such settlement without Contractor's prior written consent, which consent will not be unreasonably withheld, and that Contractor shall be permitted to participate in the defense of any such claim, at its own expense, with counsel of its choosing.

C. Limitations of Liability.

i. Liability Exclusion. IN NO EVENT SHALL EITHER PARTY BE LIABLE TO THE OTHER FOR ANY INDIRECT, SPECIAL, PUNITIVE, EXEMPLARY OR CONSEQUENTIAL DAMAGES OR FOR ANY OTHER DAMAGES ARISING OUT OF OR IN CONNECTION WITH THE FURNISHING, PERFORMANCE, OR USE OF, OR FAILURE OF, THE "CLOUD SOFTWARE SERVICE FOR LAW ENFORCEMENT", THE THIRD PARTY-SUPPLIED COMPONENTS OR THE THIRD PARTY DATA PROVIDED UNDER THIS

SR#\_

AGREEMENT, INCLUDING WITHOUT LIMITATION, PERSONAL INJURY, DEATH, DAMAGE TO PROPERTY, ENVIRONMENTAL DAMAGE, LOSS OF PROFITS, REVENUES, ANTICIPATED SAVINGS, CUSTOMERS, OPPORTUNITIES, DAMAGE TO PRIVACY, REPUTATION OR GOODWILL OR UNAVAILABILITY OF THE SERVICES, REGARDLESS OF WHETHER THE PARTY LIABLE OR ALLEGEDLY LIABLE WAS ADVISED, HAD OTHER REASON TO KNOW, OR IN FACT KNEW OF THE POSSIBILITY THEREOF.

ii. Limitation of Damages. CONTRACTOR'S MAXIMUM LIABILITY ARISING OUT OF OR RELATING TO THIS AGREEMENT OR THE SERVICES PROVIDED HEREUNDER, REGARDLESS OF THE CAUSE OF ACTION (WHETHER IN CONTRACT, TORT, BREACH OF WARRANTY OR OTHERWISE), WILL NOT EXCEED THE AGGREGATE AMOUNT OF THE FEES PAID AND PAYABLE TO CONTRACTOR BY THE CITY DURING THE ONE (1) YEAR PERIOD PRECEDING THE DATE ON WHICH THE CLAIM ARISES, OR ANY AVAILABLE INSURANCE PROCEEDS REQUIRED OR AVAILABLE UNDER THE TERMS OF THIS AGREEMENT, WHICHEVER IS GREATER.

iii. Exceptions. NOTWITHSTANDING THE FOREGOING, THE EXCLUSIONS AND LIMITATIONS OF LIABILITY SET FORTH IN THIS SECTION SHALL NOT APPLY TO DAMAGES ARISING FROM EITHER PARTY'S INDEMNITY OBLIGATION UNDER SUBSECTIONS 11.A OR 11.B; NOR FOR BREACH OF THE LICENSES GRANTED; NOR FOR EITHER PARTY'S GROSS NEGLIGENCE OR WILLFUL MISCONDUCT.

SR#\_

12. Insurance.

Contractor agrees to keep in full force and effect and maintain at its sole cost and expense the following policies of insurance during the term of this Agreement:

A. Workers' Compensation and Employer's Liability Insurance: (i) Statutory Worker's Compensation including occupational disease in accordance with law. The limits and aggregates noted above must apply to the Stop Gap Coverage as well. This must be indicated on the certificate of insurance; (ii) Employer's Liability Insurance with minimum limits of \$100,000.00 per employee by accident/\$100,000.00 per employee by disease/\$500,000.00 policy limit by disease.

B. Commercial General Liability Insurance (including contractual liability insurance) providing coverage for bodily injury and property damage with a combined single limit of not less than One Million Dollars (\$1,000,000.00) each occurrence / Two Million Dollars (\$2,000,000.00) products/completed operations aggregate.

C. Commercial Business Automobile Liability Insurance including coverage for all owned, non-owned, leased, and hired vehicles providing coverage for bodily injury and property damage liability with a combined single limit of not less than One Million Dollars (\$1,000,000.00) combined single limit. General and Automobile Liability insurance must be written on an "occurrence" basis. This must be indicated on the certificate. Claims-made policies will be accepted for Professional and Cyber Liability and for Employee Dishonesty Bonds or other means of coverage only. If these policies are claims-made, they must have retro dates prior to the start of the Agreement, and coverage must remain in force for six (6) years after completion of the service. If not, a six (6) year tail must be purchased.

SR#\_

D. Technology Errors and Omissions Insurance covering acts, errors and omissions arising out of Contractor's operations or services in an amount not less than One Million Dollars (\$1,000,000.00) per occurrence/aggregate.

E. Intentionally Deleted.

F. Network Security / Cyber Liability (Cyber Protection) with minimum limits Fifteen Million Dollars (\$15,000,000.00) each wrongful act. Sublimit for Notification Costs of Two Million Dollars (\$2,000,000.00) each wrongful act.

G. All such insurance shall be procured with such insurance companies of good standing, permitted to do business in the country, state or territory where Contractor has operations. Contractor shall provide City with certificates of insurance evidencing compliance with this Section. Contractor's insurance policies as required under Sections (b), (c) and (e) shall include City and all of its elected officials, representatives, servants, volunteers, contractors, and employees as Additional Insured for any and all liability arising at any time in connection with Contractor's performance under this Agreement by endorsement ISO Form CG 2010 or its equivalent (such as a blanket additional insured endorsement) in favor of the City which must be attached to the certificate and, to the extent required by its audit obligations or self-insurance requirements, copies of applicable policies shall be furnished to the City upon the City's written request. Contractor shall provide the City and all Additional Insureds with written notice of any policy cancellation, within two (2) business days of their receipt of such notice. Such insurance afforded to City shall be primary and non-contributory insurance and any other valid insurance existing for City's benefit shall be excess of such primary insurance. Contractor agrees to have its respective insurance carriers

SR#\_

waive any right to subrogation. Except for coverages under subsections D and F above, Contractor shall take such actions with regard to its policy or policies of insurance as are necessary to cause the policy or policies to comply with the requirements stated herein. The obligation of Contractor to provide the insurance specified herein shall not limit in any way any obligation or liability of Contractor provided elsewhere in this Agreement.

13. Ownership and Rights to City Data.

A. The City retains all title, right, interests and ownership to all City Data. In the event of a termination of this Agreement for any reason, the Contractor shall return all City Data to the City in the Contractor's possession, including all records and data maintained in the RMS. The records and data maintained in the system shall be returned to the City in a non-proprietary format, without technical restrictions or need for de-coding, suitable for reproduction and use by computer and photocopy equipment, and shall consist of a full language statement comprising the City Code and complete data documentation which comprises the design specifications, file types and formats, and all other material necessary to allow a reasonably skilled programmer or analyst to maintain and reuse the records and data without the assistance of Contractor or third-party software that places restrictions on access to the records and data in any way. The Contractor agrees no service charge or cost will be assessed to the City for return of City Data or deletion of City Data. City Data which is deemed to be images or attachments to records within the RMS shall be returned separately in their native format and not bundled together with other records and data. All data maintained in the RMS shall be provided as text files in a CSV (Comma Separated Value) format.

SR#\_



B. Return of City Data in event of Bankruptcy. The Parties expressly agree and acknowledge that City Data is, and shall remain, the sole property of the City, and that Contractor has no ownership interest in City Data. City Data is being held by Contractor as a Bailor. In the event that Bankruptcy proceedings are initiated by Contractor, City Data shall not be deemed to be subject to an automatic stay, but rather, all City Data shall be promptly returned to City pursuant to Section 7 of this Agreement, either by Contractor or its Bankruptcy Trustee.

C. Notwithstanding anything to the contrary contained herein, City hereby grants to Contractor an irrevocable, worldwide, royalty free, non-exclusive, transferable, sublicensable license to use the City Data to: provide the SaaS Services to City and other subscribers of Contractor; analyze the City Data in anonymized and/or aggregate form in order to operate, maintain, manage, and improve the SaaS Services, create new products and services, and share and/or license this anonymized aggregate data to Affiliates, agents, business partners, and other third parties; for Mark43's internal purposes to improve the Applications, Software, and related services, and any other uses arising out of this Agreement.

14. Amendments.

This Agreement shall not be altered, changed, or amended except by an instrument in writing executed by the parties hereto. Any changes in the scope of work or compensation shall be mutually agreed upon between City and the Contractor and shall be incorporated in written amendments to this Agreement. The City Manager is hereby authorized to execute amendments on behalf of the City, including changes of compensation up to ten (10) percent of the original value.

SR#\_

15. Confidentiality.

A. Use and Disclosure of Confidential Information. The Receiving Party will, with respect to any Confidential Information disclosed by the Disclosing Party before or after the Effective Date:

(i) use such Confidential Information only in connection with the Receiving Party's performance of this Agreement or as authorized within this Agreement; (ii) restrict disclosure of such Confidential Information within the Receiving Party's organization to only those of the Receiving Party's employees and independent contractors who have a need to know such Confidential Information in connection with the Receiving Party's performance of this Agreement and (iii) except as provided within this Agreement, not disclose such Confidential Information to any third party unless authorized in writing by the Disclosing Party to do so.

B. Protection of Confidential Information. The Receiving Party will protect the confidentiality of any Confidential Information disclosed by the Disclosing Party using at least the degree of care that it uses to protect its own confidential information (but no less than a reasonable degree of care).

C. Employee and Independent Contractor Compliance. The Receiving Party will, prior to providing any employee or independent contractor access to any Confidential Information of the Disclosing Party, inform such employee or independent contractor of the confidential nature of such Confidential Information and require such employee or independent contractor to comply with the Receiving Party's obligations hereunder with respect to such Confidential Information.

SR#\_

16. Representations and Warranties.

A. General. Each party represents and warrants that (a) it has all necessary rights, licenses and approvals required to provide the Work required under this Agreement and to provide the other with the rights to utilize the RMS in the manner indicated within City RFP 17-18 and that City shall be entitled to use the RMS without disturbance; (b) all obligations owed to the third parties with respect to the activities contemplated to be undertaken by the parties pursuant to this Agreement, are or will be, fully satisfied so that the parties will not have any obligations (other than obligations set forth in this Agreement) with respect thereto; (c) the parties' obligations under the this Agreement are not in conflict with any of their other obligations; (d) each party will comply with all applicable Laws in the performance of its obligations under this Agreement; and (e) the parties' arrangements with any Subcontractors who provide services in connection with the performance of the Work required under this Agreement shall be in compliance with the terms and conditions of this Agreement.

B. Defects. Contractor represents and warrants that, while this Agreement is in effect, the RMS and all components thereof shall comply with the specifications contained in this Agreement, be free from errors in operation and performance and be free from Defects.

C. Malicious Code. Contractor represents and warrants that it shall use its best efforts to prevent the introduction and proliferation of any Malicious Code into the RMS or City's information technology environment. Without limiting Contractor's other obligations under this Agreement, Contractor covenants that, in the event any Malicious Code is found in the RMS or City information technology environment, if such Malicious Code originated in the equipment, Software, interfaces or

SR#\_

other resources provided by Contractor under this Agreement, Contractor shall remove such Malicious Code at its expense.

D. Disabling Code. Contractor represents and warrants that Contractor shall not insert into the RMS any code which could be invoked to disable or otherwise shut down all or any portion of the RMS except as required in the event of the termination or expiration of this Agreement or as otherwise contemplated by this Agreement. Contractor further represents and warrants that no portion of the RMS contains any “back door,” “time bomb,” “Trojan horse,” “worm,” “virus,” or other computer software routines or hardware components designed to (a) permit access or use of either the RMS or City’s computer systems by Contractor or a third party not authorized by this Agreement, (b) disable, damage or erase the RMS or any information or data stored therein, in each case other than as contemplated by this Agreement. For purposes of this provision, code that serves the function of ensuring software license compliance (including passwords) or the provision by Contractor of services under this Agreement shall not be deemed disabling code.

17. License for Use.

A. General. Subject to the terms and conditions set forth in this Agreement, including payment of the subscription fees by City to Contractor, Contractor hereby grants to City, for use by its Authorized Users, a non-exclusive, non-transferable, non-sublicensable license to access the “Cloud Software Service for Law Enforcement” through Contractor’s Website during the Term of this Agreement solely for the City’s internal business purposes (and not for resale or access by third-parties or other commercial purposes), and in accordance with the terms and conditions of this

SR#\_

Agreement as well as any Documentation and training materials. The City will be responsible to Contractor for compliance with the restrictions on use and other terms and conditions of this Agreement by any of its Authorized Users.

B. Restrictions on Use. The City and its Authorized Users will not (and will not permit any third party to): (i) share the City's or any Authorized User's login credentials; (ii) reverse engineer, decompile, disassemble, or otherwise attempt to discern the source code, underlying ideas, algorithms, file formats, or interface protocols of the "Cloud Software Service for Law Enforcement" or of any files contained in or generated by the "Cloud Software Service for Law Enforcement"; (iii) copy, modify, adapt, translate or make derivative works of the "Cloud Software Service for Law Enforcement", Third Party Data or Third Party-Supplied Components, or otherwise use, resell, distribute or sublicense the "Cloud Software Service for Law Enforcement", Third Party Data or Third Party-Supplied Components other than in connection with this Agreement; (iv) make the "Cloud Software Service for Law Enforcement" available on a "service bureau" basis or allow any third parties to use the "Cloud Software Service for Law Enforcement" except as expressly authorized by this Agreement; (v) disclose the "Cloud Software Service for Law Enforcement" or any of its components to third parties; (vi) remove or modify any proprietary marking or restrictive legends placed on the "Cloud Software Service for Law Enforcement", Third Party Data or Third Party-Supplied Components; (vii) create or augment any mapping-related dataset including a mapping or navigation dataset, business listings database, mailing list, or telemarketing list for use in an implementation that is not connected to the "Cloud Software Service for Law Enforcement"; (viii) use the "Cloud Software Service for Law Enforcement", Third Party Data or Third Party-

SR#\_

Supplied Components in violation of any applicable law; (ix) introduce into the “Cloud Software Service for Law Enforcement” any viruses, worms, defects, Trojan horses, malware, or any items of a destructive nature; (x) use the “Cloud Software Service for Law Enforcement” to post advertising or listings; (xi) use the “Cloud Software Service for Law Enforcement” to defame, abuse, harass, stalk, or threaten others; (xii) permit access or use of the Services by any individual outside the United States; (xiii) hide or obscure any Authorized User’s location; (xiv) permit access or use of the RMS, for any activities other than to enhance the City’s own services, where reliance solely on, or failure to use, the “Cloud Software Service for Law Enforcement” could lead to death, personal injury, or property damages. The City and its Authorized Users will not access the “Cloud Software Service for Law Enforcement” if in direct competition with Contractor, and will not allow access to the “Cloud Software Service for Law Enforcement” by any party who is in direct competition with Contractor, except with Contractor’s prior written consent. The City shall comply with additional restrictions on use of the “Cloud Software Service for Law Enforcement” as set forth below:

**Google:** Users are bound by the Google Maps/Google Earth Additional Terms of Service (including the Google Privacy Policy), available by following these links:

Google Maps Terms: [http://maps.google.com/help/terms\\_maps.html](http://maps.google.com/help/terms_maps.html)

Google Privacy Policy: <https://policies.google.com/privacy?hl=en&gl=us>

Acceptable Use: [https://enterprise.google.com/maps/terms/universal\\_aup.html](https://enterprise.google.com/maps/terms/universal_aup.html)

**Amazon:**

Universal Service Terms: <https://aws.amazon.com/service-terms/>

SR#\_



Acceptable Use: <https://aws.amazon.com/aup/>

**CommSys:**

The City shall comply with all required CommSys Terms of Use upon receipt of written notice of the same from Contractor.

18. Data and Security.

A. Contractor represents and warrants that, subject to the City's and its Authorized User's compliance with their obligations hereunder, Contractor's collection, access, use, storage, disposal and disclosure of Data and Personal Information does and will comply with all applicable federal, state, and local privacy and data protection laws, as well as any other applicable regulations and directives in both Production and Non-production Environments.

B. Without limiting Contractor's obligations in this Agreement, Contractor shall implement administrative, physical, and technical safeguards to protect the City's Data that are no less rigorous than legal and regulatory requirements, including Criminal Justice Information Security Policy (CJIS), and accepted industry practices, such as the International Organization for Standardization's standards: ISO/IEC 27001:2005 - Information Security Management Systems - Requirements, the Information Technology Library (ITIL) standards, the Control Objectives for Information and related Technology (COBIT) standards, Advanced Authentication practices for two factor authentication, and/or other applicable industry standards for information security. To the extent that encryption is used in the performance of this Agreement, expected acceptable encryption

SR#\_

standards include National Institute of Standards and Technology's (NIST) Federal Information Processing Standards (FIPS) 140-2 (Security Requirements for Cryptographic Modules). Contractor shall ensure that all such safeguards, including the manner in which Data and Personal Information is collected, accessed, used, stored, processed, disposed of and disclosed, comply with applicable data protection and privacy laws, as well as the terms and conditions of this Agreement.

C. At a minimum, Contractor's safeguards for the protection of the City Data and Personal Information shall include: (i) limiting access of Data and Personal Information to Authorized Persons; (ii) securing business facilities, data centers, paper files, servers, back-up systems and computing equipment, including, but not limited to, all mobile devices and other equipment with information storage capability; (iii) implementing network, device application, database and platform security (including vulnerability management); (iv) securing information transmission, storage and disposal; (v) implementing authentication and access controls within media, applications, operating systems and equipment; (vi) encrypting Data and Personal Information stored on any mobile media; (vii) encrypting sensitive Data and Personal Information transmitted over public or wireless networks; (viii) except as required for a multi-tenant environment, segregating City Data from information of Contractor or its other customers so that the City Data is not commingled with any other types of information; (ix) implementing appropriate personnel security and integrity procedures and practices, including, but not limited to, conducting background checks consistent with applicable law; and (x) providing appropriate privacy and information security training to Contractor's personnel.

SR#\_

D. During the term of each Authorized Person's employment or other relationship with Contractor, Contractor shall at all times cause such Authorized Persons to abide strictly by Contractor's obligations under this Agreement. Contractor further agrees that it maintains a disciplinary and notification process to address, and to notify all affected persons and entities of, any unauthorized access, use, or disclosure of the City Data by any of Contractor's officers, partners, principals, employees, agents, or subcontractors.

E. Upon City's written request, Contractor shall provide City with access and an opportunity to review a network diagram that outlines Contractor's information technology network infrastructure and all equipment used in relation to fulfilling of its obligations under this Agreement, including, without limitation: (i) connectivity to the City and all parties not subject to this Agreement who may access Contractor's network to the extent the network contains City Data and Personal Information; (ii) all network connections including remote access services and wireless connectivity; (iii) all access control devices (e.g., firewall, packet filters, intrusion detection systems, and access-list routers); (iv) all back-up or redundant servers; and (v) permitted access through each network connection.

F. The City agrees it and its Authorized Users shall securely manage their respective password(s) for access to the "Cloud Software Service for Law Enforcement". The City agrees it shall notify the Contractor promptly in the event it becomes aware of any unauthorized access or use of the "Cloud Software Service for Law Enforcement", or of any of its or its Authorized Users' passwords or accounts. Unless expressly stated otherwise in this Agreement, a single username or password may not be used by more than one (1) Authorized User. The City is responsible for all

SR#\_

activities conducted within User accounts in use of the “Cloud Software Service for Law Enforcement”. The City shall comply with all applicable local, state, federal and regional or other laws and regulations applicable in connection with use of the “Cloud Software Service for Law Enforcement”, including all those related to information security, privacy, and the transmission of technical or personal data.

G. The City agrees to (i) provide true, accurate, current and complete registration data for each account it creates via the “Cloud Software Service for Law Enforcement”, and (ii) maintain and promptly update the registration data to keep it true, accurate, current and complete.

H. Security Breach.

i. Contractor shall: (a) provide the City with the name and contact information for an employee of Contractor who shall serve as the City’s primary security contact and shall be available to assist, facilitate, and provide resources for the City twenty-four (24) hours per day, seven (7) days per week, three hundred sixty five (365) days per year as a contact in resolving obligations associated with a Security Breach; (b) notify the City of a Security Breach as soon as practicable, but no later than twenty-four (24) hours after Contractor becomes aware of a suspected or actual Security Breach; and (c) notify the City of any Security Breaches by telephone at the following number: 360.487.8888 (after hours, follow the prompt to be connected to an on-call employee); e-mailing the City with a read receipt at [Help.Desk@cityofvancouver.us](mailto:Help.Desk@cityofvancouver.us) and with a copy by E-mail to Contractor’s primary Agreement contact within the City and as specified in this Agreement.

ii. Immediately following Contractor’s notification to the City of a suspected or actual Security Breach, the Parties shall coordinate with each other to contain, mitigate, investigate,

SR#\_

and respond to the Security Breach. Contractor agrees to fully cooperate with the City in the City's handling of the matter, subject to Contractor's compliance with applicable laws.

iii. Contractor shall take commercially reasonable steps to immediately remedy any Security Breach and prevent any further Security Breach at Contractor's expense in accordance with this Agreement and any applicable privacy rights, laws, regulations, and standards.

iv. Except as required under applicable laws, Contractor agrees that it shall not inform any subject of Personal Information compromised in any Security Breach without first obtaining the City's prior written consent, other than to inform a complainant that the matter has been forwarded to the City's legal counsel. Further, subject to the City's obligation to provide such notification as required by applicable law, Contractor agrees to consult the City on: (a) whether notice of the Security Breach is to be provided to any individuals, regulators, law enforcement agencies, consumer reporting agencies, or others as required by law or regulation, or otherwise in the City's discretion; and (b) the contents of such notice, whether any type of remediation may be offered to affected persons, and the nature and extent of any such remediation.

v. Contractor agrees to fully cooperate at its own expense with the City in any litigation or other formal action deemed necessary by the City to protect its rights relating to the use, disclosure, protection and maintenance of the City Data and Personal Information. Notwithstanding any other provisions in this Agreement, Contractor shall be liable for all damages, fines, and/or corrective action arising from a Security Breach to the extent caused by any failure or breach of Contractor's data security obligations or confidentiality obligations.

I. Assurance.

SR#\_

i. Upon the City's written request, to confirm Contractor's compliance with this Agreement, as well as any applicable laws, regulations and industry standards, Contractor grants the City or, upon the City's election, a third party on the City's behalf, permission to perform an assessment, audit, examination, or review of Contractor's internal controls and environment in relation to all City Data and Personal Information being handled and/or services being provided to the City pursuant to this Agreement. Contractor shall fully cooperate with such assurance activities by providing access to knowledgeable personnel, physical premises under Contractor control, documentation, infrastructure and application software that processes, stores, or transports City Data and/or Personal Information for the City pursuant to this Agreement.

ii. Upon the City's written request, to confirm compliance with this Agreement, as well as any applicable laws and specific industry standards identified by the City, Contractor shall promptly and accurately complete a written information security questionnaire provided by the City or a third party on the City's behalf regarding Contractor's business practices and information technology controls and environment in relation to all the City Data and Personal Information being handled and/or services being provided by Contractor to the City pursuant to this Agreement. Contractor shall fully cooperate with such inquiries.

iii. In addition, upon the City's written request, Contractor shall provide the City with the reports and results of any audit by or on behalf of Contractor performed that assesses the effectiveness of Contractor's information security program as relevant to the security and confidentiality of City Data and Personal Information handled or shared arising out of this Agreement. Examples of acceptable audit reports include: (a) a Service Organization Control (SOC)

SR#\_



2 Type 2 audit performed at least one time each year addressing applicable security, availability, processing integrity, confidentiality, and privacy controls applicable to the Contractor's, and any Subcontractor's, performance of Work required under this Agreement performed in accordance with American Institute of Certified Public Accountants (AICPA) standards; and, for any third party data center and hosting arrangements, and if such third party consents to disclosure, (b) a SOC 3 audit performed at least one time each year addressing all applicable security, availability, processing integrity, confidentiality, and privacy controls applicable to the performance of this Agreement and performed in accordance with AICPA standards.

iv. With the consent of its Third Party Suppliers, as applicable, at least once per year, Contractor shall conduct site audits and test the security of the information technology and information security controls for all facilities used in complying with its obligations under this Agreement, including, but not limited to, a network-level vulnerability assessment and internal and external penetration test performed by a qualified security firm that is not employed by the Contractor based on the recognized industry best practices. Upon the City's written request, Subcontractor(s) and, to the extent permitted by its Third Party Suppliers, Contractor shall make the report available to the City for review and inspection

v. In the event any issues and/or exceptions are identified through the performance of such assessments, the Contractor will provide timely and appropriate corrective action, and will validate the effectiveness of the corrective action(s), and will report progress and results to the City, as requested.

SR#\_

vi. Any third party assurance provisions intended to assess the security and compliance of the Contractor's (and any Subcontractor's) internal controls, such as for SOC 2 Type 2 audits and security vulnerability and penetration testing, shall be at the expense of the Contractor. Any corrective actions taken by the Contractor as a result of any issues and/or exceptions identified through the performance of assurance activities and assessments shall also be at the sole expense of the Contractor.

vii. The Contractor shall provide SOC 2 Type 2 Audit Report yearly or upon the City's request.

viii. The Contractor shall continue use of "Token Based SAML 2.0 Authentication (for secure single sign-on)".

J. CJIS Audits

i. The Contractor acts on behalf of any Subcontractor(s) and shall be compliant with the Criminal Justice Information Security (CJIS) Policy (<https://www.fbi.gov/services/cjis/cjis-security-policy-resource-center>) with its current version and its future versions.

ii. No Work under this Agreement shall begin or continue until the following are deemed satisfactory by the City: (a) Contractor shall provide fingerprint cards to the City or other authorized agency within Washington State designated by the City, for every Contractor employee or Subcontractor(s) accessing the City's Data so that the City or other authorized agency within Washington State designated by the City may conduct the fingerprint based background checks; and (b) the Contractor shall provide a signed CJIS Security Addendum (see Exhibit A, Addendum 1) for every Contractor employee or Subcontractor who will have access to the City's Data; and (c) the

SR#\_

Contractor shall complete the Federal Bureau of Investigation CJIS Security Awareness Training (Level 4) via CJIS Online (<https://www.cjisonline.com/>) every two (2) years for every Contractor employee or Subcontractor(s) accessing the City's data.

iii. Upon the City's request, the Contractor agrees to participate in CJIS Security Audits as defined in the "CJIS Security Policy" including audits conducted by Washington State Patrol and the Federal Bureau of Investigation. As part of this audit, the City will review and request attestations ensuring all CJIS Security Policy requirements are met. The Contractor agrees to participate in such audits on its behalf and the behalf of its Subcontractor(s). The Contractor agrees to remedy issues that arise from the CJIS Security Audit by responding within 30 (thirty) days with an immediate remedy or a plan for the remediation.

K. Security Questionnaire.

i. The Contractor shall promptly, truthfully and accurately complete any Security Questionnaire requested by City and/or called for under this Agreement.

ii. Prior to the use of any Subcontractor under this Agreement, Contractor shall notify the City of the Subcontractor(s) that are intended to be involved in providing any of the Work called for under this Agreement to the City, and Contractor must obtain the City's written consent in advance. Upon request, the Contractor shall provide written lists of Subcontractors effective at the time of this Agreement signing.

iii. In the event that Contractor terminates its agreement with a City-approved Subcontractor, Contractor shall first allow the City the option to assume any applicable rights and obligations of the Contractor under this Agreement and to transfer any subcontracting agreement to

SR#\_

the City, provided there shall be no changes in the “Cloud Software Service for Law Enforcement”. Contractor shall provide the City with advance written notice of its intent to terminate any subcontracting agreement and at least thirty (30) days to respond and indicate whether the City wishes to assume the rights and obligations under such agreement.

19. Optional Purchase of SaaS Protection.

The Parties recognize that City’s ability to adequately utilize the RMS may be materially jeopardized if Contractor fails to maintain or support such RMS, absent a means for ensuring continuity of operation of Contractor’s cloud-based software and related Documentation for City’s RMS needs (“SaaS Protection”). The Parties anticipate that SaaS Protection could include services offering continuous, automated online backup where a virtual copy of the “Cloud Software Service for Law Enforcement” and City Data are stored, and where access to this redundant system would only be available in the event that Contractor fails to maintain full functionality of the RMS during the term of this Agreement. The Parties have evaluated the cost and feasibility of securing SaaS Protection and found that as of the signing of this Agreement, doing so is unreasonably cost prohibitive. However, recognizing that market conditions will likely increase the commercial availability of SaaS Protection during the Term of this Agreement, the Parties agree that they may elect to secure SaaS Protection at a future date subject to the following provisions:

A. Upon the mutual written agreement of the parties, Contractor will coordinate with a mutually agreeable SaaS Protection service to allow backup of the most current version of the Contractor’s software in use by City.

SR#\_

B. City shall pay all fees of SaaS Protection services provided, UNLESS Contractor should enter into an escrow agreement for SaaS Protection of Contractor's Software for the benefit of one or more other customers of Contractor during the term of this Agreement, in which case Contractor shall provide to City a current copy of such SaaS Protection agreement within ten (10) days of City's request and if such existing SaaS Protection agreement is acceptable to City, Contractor shall include City as a third party beneficiary of such escrow agreement at a pro-rated rate to City.

20. Major Emergencies or Disasters.

The City may undergo an emergency or disaster that may require the Contractor to either increase or decrease quantities from normal deliveries, or that may disrupt the Contractor's ability to provide normal performance. Such events may include, but are not limited to, a storm, high wind, earthquake, flood, hazardous material release, transportation mishap, loss of any utility service, fire, terrorist activity or any combination of the above.

In such events, noting the need for information contained in an RMS system, the Contractor shall devote commercially reasonable efforts to provide the requested goods and/or services to the City in as complete and timely manner as possible. Such efforts by the Contractor are not to be diminished as a result of Contractor providing service to other customers.

SR#\_

21. Force Majeure.

This section applies in the event that either party is unable to perform the obligations of this Agreement because of a Force Majeure event as defined herein. A Force Majeure event is an event that prohibits performance and is beyond the control of the party. Such events may include natural or man-made disasters, or an action or decree of a superior governmental body, which prevents performance.

Force Majeure under this Section shall only apply to the extent that performance is rendered not possible by either party or its agents. Should either party be unable to perform the obligations of this Agreement as the result of a Force Majeure event, such party shall give notice to the other party as soon as practical and shall do everything possible to resume performance.

Upon receipt of such notice, the party shall be excused from such performance as is affected by the Force Majeure Event for the period of such Event. If such Event affects the delivery date or warranty provisions of this Agreement, such date or warranty period shall automatically be extended for a period equal to the duration of such Event.

22. Public Disclosure Compliance. The parties acknowledge that the City of Vancouver is an “agency” within the meaning of the Washington Public Records Act, Ch. 42.56 RCW (the “PRA”), and that materials submitted by the Contractor to the City become public record. Such records may be subject to public disclosure, in whole or part and may be required to be released by the City in the event of a request for disclosure. In the event the City receives a public record request for Confidential Information of the Contractor, the City shall notify Contractor of such request(s) within

SR#\_



2 business days of receipt of the request, inform Contractor which records it intends to disclose and provide Contractor with at least twenty-one (21) days' notice before disclosing any such records.

If a party is requested to disclose any of the other party's Confidential Information pursuant to any judicial or governmental order, that party will not disclose the Confidential Information without first giving the other party written notice of the request and sufficient opportunity to contest the order, to the extent such notice and opportunity to contest may be lawfully given. If one party is nonetheless legally compelled to disclose Confidential Information, such party may, without liability hereunder, disclose only that portion of the Confidential Information which such counsel advises is legally required to be disclosed, provided that such party shall use its best efforts to preserve the confidentiality of the Confidential Information, including, without limitation, by cooperating with the other party to allow adequate time to obtain an appropriate protective order or other reliable assurance that confidential treatment will be afforded the Confidential Information by such tribunal.

23. Media Releases. Except for any announcement intended solely for internal distribution by Contractor or any disclosure required by legal, accounting, or regulatory requirements beyond the reasonable control of Contractor, all media releases, public announcements, or public disclosures (including, but not limited to, promotional or marketing material) by Contractor or its employees or agents relating to this Agreement or its subject matter, or including the name, trade mark, or symbol of City, shall be coordinated with and approved in writing by City prior to the release thereof. Notwithstanding the foregoing, to the extent permitted by Law, City agrees that Contractor may use City's name and logo in lists of customers, on promotional and marketing materials and on its

SR#\_

website. City will use reasonable efforts to provide reference calls to prospective customers, testimonials for use in web/online promotions and marketing collateral, and participate in a case study (all testimonials or excerpts related to City to be approved by City).

24. Assignment. Neither party may assign this Agreement or any rights or duties hereunder, by operation of law or otherwise, without the prior written consent of the other party; provided, however, that Contractor may, without the consent of the City, assign or otherwise transfer all, or substantially all, of its assets and obligations (to include those arising out of this Agreement, along with those arising out of all other substantially similar, then-existing contracts with law enforcement agencies) to an entity with or into which it is merged or consolidated or to which it sells its stock or other equity interests or all or substantially all of its assets. Any assignment or other transfer in violation of this section will be null and void. Subject to the foregoing, this Agreement will be binding upon and inure to the benefit of the parties hereto and their permitted successors and assigns.

25. Complete Agreement.

This Agreement consists of these General Terms and Conditions together with Exhibit A “Technical Specifications and Schedule of Services”, Exhibit B “Compensation”, any duly executed Amendments, Contractor’s “Software License and Services Agreement” together with Schedule C “Technical Requirements”, Contractor’s Statement of Work, Contractor’s RFP Response to City RFP 17-18, and City of Vancouver RFP 17-18; each of the foregoing are hereby incorporated by this

SR#\_

reference as if set forth fully herein. In the event of a conflict between any of the terms, rights or obligations of this Agreement the following order of priority shall apply:

- A. Applicable federal, state and municipal law;
- B. Any Amendments to this Agreement;
- C. These General Terms and Conditions (this document) together with Exhibit A (Technical Specifications and Schedule of Services), and Exhibit B (Compensation);
- D. Contractor's "Software License and Services Agreement" together with Schedule C "Technical Requirements";
- E. Contractor's Statement of Work;
- F. Contractor's Response to City RFP 17-18;
- G. City of Vancouver RFP 17-18.

This Agreement incorporates all the understandings, agreements, and covenants between the parties hereto and they are merged into this written agreement. No prior agreement or prior understanding, verbal or otherwise, of the parties or their agents shall be valid or enforceable unless set forth in this Agreement.

26. Severability

If any term or provision of this Agreement is determined by a court of competent jurisdiction to be invalid or unenforceable, the remainder of this Agreement shall not be affected thereby, and each term and provision of this Agreement shall be valid and enforceable to the fullest extent permitted by law.

27. Ratification.

Acts taken pursuant to this Agreement but prior to its effective date are hereby ratified and confirmed.

SR#\_

28. Governing Law/Venue.

This Agreement is, and shall be deemed to have been, executed and delivered within the State of Washington, and the rights and obligations of the parties hereunder shall be construed and enforced in accordance with, and governed by, the laws of the State of Washington without regard to the principles of conflict of laws. Any action or suit brought in connection with this Agreement shall be brought in the Superior Court of Clark County, Washington.

29. Notices and Representatives.

All notices which are given or required to be given pursuant to this Agreement shall be hand delivered or mailed postage paid as follows:

City Agreement Administrator:

Chief James McElvain  
Vancouver Police Department  
605 E. Evergreen Blvd.  
Vancouver WA 98661

Contractor:

Mark43, Inc.  
28 E. 28th Street  
12th Floor  
New York, NY 10016  
Attn: David Jochim  
Email: dave@mark43.com

SR#\_

Copy to:

Mark43, Inc.  
28 E. 28th Street  
12th Floor  
New York, NY 10016  
Attn: General Counsel  
Email: [contractnotices@mark43.com](mailto:contractnotices@mark43.com)

SR#\_

By their signatures below, the following individuals represent that they are legally authorized to bind their respective Parties to the terms of this Agreement as of the date set forth on Page 1 of this Agreement:

**CITY OF VANCOUVER**, a municipal corporation

**Mark43, Inc.**, Contractor

By: \_\_\_\_\_  
Eric Holmes, City Manager

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

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

Attest:

Title: \_\_\_\_\_

\_\_\_\_\_  
Natasha Ramras, City Clerk

Approved as to form:

\_\_\_\_\_  
E. Bronson Potter, City Attorney

SR#\_



**EXHIBIT A**  
**TECHNICAL SPECIFICATIONS AND SCHEDULE OF SERVICES**  
To:  
**City of Vancouver Agreement # \_\_\_\_\_**  
**A Technology Agreement for Software as a Service**  
**By and Between City of Vancouver and Mark43, Inc.**  
**for a Police Records Management and**  
**Report Writing System**

CONTENTS:

|                                                              |            |
|--------------------------------------------------------------|------------|
| <b>I. Technical Specifications .....</b>                     | <b>59</b>  |
| A. As set forth in Table I.A. (City RFP 17-18 Response)..... | 59         |
| B. As further specified and agreed.....                      | 98         |
| <u>Addendum 1</u> – CJIS Security Addendum.....              | 101        |
| <b>II. Schedule of Services .....</b>                        | <b>102</b> |
| A. Project Timeline.....                                     | 102        |
| B. Contractor’s Key Personnel.....                           | 105        |

SR#\_

## I. Technical Specifications

- A. Mark43 shall deliver to the City the “Cloud Software Service for Law Enforcement” with capabilities meeting or exceeding the technical specifications listed in Table I.A. below:

**Exhibit A - Table I.A.  
(City RFP 17-18 Response)**

| Requirement Number | REQUIREMENT                                                                                                                                        | RESPONSE CODE | PROPOSER COMMENTS                                              |
|--------------------|----------------------------------------------------------------------------------------------------------------------------------------------------|---------------|----------------------------------------------------------------|
| <b>1.0</b>         | <b>System Administration</b>                                                                                                                       |               |                                                                |
| <b>1.1.1</b>       | The agency system administrator can manage the following functionality settings without assistance from the Contractor or other support personnel: |               |                                                                |
| <b>1.1.2</b>       | Offense tables                                                                                                                                     | Fully Capable |                                                                |
| <b>1.1.3</b>       | Arrest tables                                                                                                                                      | Fully Capable |                                                                |
| <b>1.1.4</b>       | NIBRS data tables                                                                                                                                  | Fully Capable |                                                                |
| <b>1.1.5</b>       | Case management related tables                                                                                                                     | Fully Capable |                                                                |
| <b>1.1.6</b>       | All tables listing physical descriptors of persons/vehicles/property                                                                               | Fully Capable |                                                                |
| <b>1.1.7</b>       | Individual user access rights                                                                                                                      | Fully Capable |                                                                |
| <b>1.1.8</b>       | User group access rights                                                                                                                           | Fully Capable |                                                                |
| <b>1.1.9</b>       | Adding, updating and removing or inactivating users                                                                                                | Fully Capable |                                                                |
| <b>1.1.10</b>      | Routing of records                                                                                                                                 | Fully Capable |                                                                |
| <b>1.1.11</b>      | Report review and approval queues/workflows                                                                                                        | Fully Capable |                                                                |
| <b>1.1.12</b>      | Create pre-formatted narratives that can be used in various types of reports                                                                       | Fully Capable |                                                                |
| <b>1.1.13</b>      | Data fields throughout the system can be made mandatory or optional                                                                                | Fully Capable |                                                                |
| <b>1.1.14</b>      | Assign default values to specified data fields                                                                                                     | Fully Capable |                                                                |
| <b>1.1.15</b>      | Create customized user-defined data fields or free text fields throughout the system                                                               | Fully Capable | See Section VIII. Attachments for list of configurable fields. |

SR#\_

|               |                                                                                                                                                                                                       |                   |                                                                                                                                              |
|---------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|----------------------------------------------------------------------------------------------------------------------------------------------|
| <b>1.1.16</b> | The system provides textual descriptions of how each system administration feature operates and will display to the user how changing settings will impact the system and users. Provide screenshots. | Fully Capable     | See Section VIII. Attachments for system administrator screenshots.                                                                          |
| <b>1.1.17</b> | The system has an online or in-application help feature that lists all available options for system configuration.                                                                                    | Fully Capable     |                                                                                                                                              |
| <b>1.1.18</b> | System configuration/administration changes can be made when system is live without having to shut it down or restart it.                                                                             | Fully Capable     |                                                                                                                                              |
| <b>1.1.19</b> | The system will include a master user index with the following features:                                                                                                                              |                   |                                                                                                                                              |
| <b>1.1.20</b> | A system administrator can assign user rights levels including add, delete, modify to every user.                                                                                                     | Fully Capable     |                                                                                                                                              |
| <b>1.1.21</b> | A system administrator can create user groups (patrol, investigations, etc.) and can assign users to each group.                                                                                      | Fully Capable     |                                                                                                                                              |
| <b>1.1.22</b> | A system administrator can create shifts and assign users to a shift (day shift, night shift, etc.).                                                                                                  | Partially Capable | While users in Mark43 RMS are not assigned to shifts, supervisors and administrators can easily sort between reports written by time of day. |
| <b>1.1.23</b> | Administrators can add employment history to users including date hired, promotion dates, employment status, etc.                                                                                     | Fully Capable     |                                                                                                                                              |
| <b>1.1.24</b> | Users can enter information regarding equipment assigned to an employee.                                                                                                                              | Partially Capable | Mark43 RMS supports a mobile GPS device identifier.                                                                                          |
| <b>1.1.25</b> | Users can enter information regarding a employee's certifications (DUI certified, etc).                                                                                                               | Fully Capable     |                                                                                                                                              |
| <b>1.1.26</b> | Users can search for records per user and the system will provide a listing of all records created by the user during a certain time period (user-defined time period).                               | Fully Capable     |                                                                                                                                              |
| <b>1.1.27</b> | Administrators can add contact information to a user/employee master record including phone, address, email, and emergency contact information.                                                       | Fully Capable     |                                                                                                                                              |
| <b>1.1.28</b> | Users can enter an employee's training history including course information.                                                                                                                          | Fully Capable     |                                                                                                                                              |
| <b>1.1.29</b> | The system will include standard NCIC codes for information entered into and managed by the system including persons, property, and vehicle descriptions.                                             | Fully Capable     |                                                                                                                                              |
| <b>1.1.30</b> | The system is capable of continuous operation without degradation while files are backed up.                                                                                                          | Fully Capable     |                                                                                                                                              |
| <b>1.1.31</b> | The system includes OCR capability allowing for attachments to be keyword searchable.                                                                                                                 | Partially Capable | Mark43 RMS supports text indexed PDFs.                                                                                                       |

SR#\_

| <b>2.0 Security and Auditing</b> |                                                                                                                                                                                                            |               |  |
|----------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|--|
| <b>2.1.1</b>                     | The system includes a full audit trail which logs all transactions including user access, searches, edits, record creation, modification, deletion, and system configuration changes as follows:           |               |  |
| <b>2.1.2</b>                     | Name and identifier of person conducting the transaction                                                                                                                                                   | Fully Capable |  |
| <b>2.1.3</b>                     | Name of the computer where the transaction was initiated                                                                                                                                                   | Fully Capable |  |
| <b>2.1.4</b>                     | Date and time of the transaction                                                                                                                                                                           | Fully Capable |  |
| <b>2.1.5</b>                     | The type of transaction                                                                                                                                                                                    | Fully Capable |  |
| <b>2.1.6</b>                     | The results of the transaction                                                                                                                                                                             | Fully Capable |  |
| <b>2.1.7</b>                     | Pre- and post values for all edits to existing records                                                                                                                                                     | Fully Capable |  |
| <b>2.1.8</b>                     | All log transactions can be searched and statistical reports can be generated utilizing a combination of the following:                                                                                    |               |  |
| <b>2.1.9</b>                     | Date and time range                                                                                                                                                                                        | Fully Capable |  |
| <b>2.1.10</b>                    | Record type                                                                                                                                                                                                | Fully Capable |  |
| <b>2.1.11</b>                    | Transaction type                                                                                                                                                                                           | Fully Capable |  |
| <b>2.1.12</b>                    | Data fields selected by user                                                                                                                                                                               | Fully Capable |  |
| <b>2.1.13</b>                    | User name                                                                                                                                                                                                  | Fully Capable |  |
| <b>2.1.14</b>                    | User groups                                                                                                                                                                                                | Fully Capable |  |
| <b>2.1.15</b>                    | Computer name                                                                                                                                                                                              |               |  |
| <b>2.1.16</b>                    | The user's query parameters                                                                                                                                                                                | Fully Capable |  |
| <b>2.1.17</b>                    | Permissions can be set to only allow certain user groups to view certain types of records.                                                                                                                 | Fully Capable |  |
| <b>2.1.18</b>                    | The system will automatically capture, for every record created, the user's name, identification number, time and date of the record and the name of the computer used at the time of creating the record. | Fully Capable |  |
| <b>2.1.19</b>                    | The system's mobile capability meets the most current CJIS standards.                                                                                                                                      | Fully Capable |  |
| <b>2.1.20</b>                    | System records can be secured or "locked down" so that the record is only visible to a designated user or group of users.                                                                                  | Fully Capable |  |

SR#\_

|               |                                                                                                                                                                                                                                                                                    |               |  |
|---------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|--|
| <b>2.1.21</b> | Confidential records are not visible to users outside the allowed group, even when viewing a related Master Index record. (i.e. when viewing a vehicle that was involved in a confidential incident, the secured incident will not show up on the vehicle's list of related cases) | Fully Capable |  |
| <b>2.1.22</b> | Details of confidential records will not show on system, statistical, or ad hoc reports generated by users outside the allowed group.                                                                                                                                              | Fully Capable |  |
| <b>2.1.23</b> | Confidential case information is counted appropriately for NIBRS reporting.                                                                                                                                                                                                        | Fully Capable |  |
| <b>2.1.24</b> | The system utilizes unique User IDs and passwords to control access and privileges within the system.                                                                                                                                                                              | Fully Capable |  |
| <b>2.1.25</b> | System users are able to change their own passwords, complying with CJIS password requirements as specified in the CJIS Security Manual.                                                                                                                                           | Fully Capable |  |
| <b>2.1.26</b> | System Administrators are able to reset user passwords.                                                                                                                                                                                                                            | Fully Capable |  |
| <b>2.1.27</b> | System Administrators are able to define a system-wide parameter that "locks out" a user after a defined number of failed logon attempts and/or other types of security breach attempts have occurred.                                                                             | Fully Capable |  |
| <b>2.1.28</b> | System Administrators are able to remotely reactivate a user that has been "locked-out" due to the applicable number of failed logon and/or other type of security breach attempts.                                                                                                | Fully Capable |  |
| <b>2.1.29</b> | The system is able to track and maintain user sign-on and sign off times indefinitely.                                                                                                                                                                                             | Fully Capable |  |
| <b>2.1.30</b> | System Administrators are able to immediately disable a user account, a user group, or all users (except system admins) such that the user(s) is not able to log on to the system.                                                                                                 | Fully Capable |  |
| <b>2.1.31</b> | System Administrators are able to immediately disable a user account such that if a user is already logged on, they are immediately disconnected from the system.                                                                                                                  | Fully Capable |  |
| <b>2.1.32</b> | The system maintains a history of de-activated user IDs.                                                                                                                                                                                                                           | Fully Capable |  |
| <b>2.1.33</b> | The system does not allow de-activated user IDs to be re-used, except through the explicit designation of an Administrator with the authority to re-use de-activated user IDs.                                                                                                     | Fully Capable |  |
| <b>2.1.34</b> | Authenticated system users are able to initiate all system modules and externally interfaced systems that they are authorized to access through a single login process.                                                                                                            | Fully Capable |  |

SR#\_

|                                  |                                                                                                                                                                                                                                                       |               |  |
|----------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|--|
| 2.1.35                           | System users do not have to log in multiple times to access different system modules or interfaces on the same device or workstation.                                                                                                                 | Fully Capable |  |
| 2.1.36                           | The deletion of user profile records only disables the records and does not delete them from the system thereby enabling historical analysis of the activities completed by those individuals and profiles in the system.                             | Fully Capable |  |
| 2.1.37                           | The system login screen displays a logon message, with configurable text by the system administrator.                                                                                                                                                 | Fully Capable |  |
| 2.1.38                           | In the event that there is a failure in the transaction auditing process, the system has a method of notifying system administrators there is a problem.                                                                                              | Fully Capable |  |
| 2.1.39                           | System administrators can manage both user and workstation security profiles from a central location.                                                                                                                                                 | Fully Capable |  |
| 2.1.40                           | The system will operate within the Microsoft security environment allowing the System Administrator to manage access through Group Policy, NTFS and Share permissions.                                                                                | Fully Capable |  |
| <b>3.0 Searching for Records</b> |                                                                                                                                                                                                                                                       |               |  |
| 3.1.1                            | The system includes a global search field which allows users to enter keywords, partial words, partial records information (i.e. partial license plate, etc) and the system will return any and all records containing records related to the search. | Fully Capable |  |
| 3.1.2                            | When conducting searches, users can specify search parameters in data fields including "greater than", "less than", "equal to" and "not equal to."                                                                                                    | Fully Capable |  |
| 3.1.3                            | The system will list in one centralized screen the results from queries in a way that doesn't require the user to manually navigate to a different screen.                                                                                            | Fully Capable |  |
| 3.1.4                            | The results from user searches include links that will open the related record(s) in way that doesn't require the user to navigate to a different screen.                                                                                             | Fully Capable |  |
| 3.1.5                            | The results from user searches can be sorted according to the user's preference and exported to Microsoft Office documents such as Excel and Word.                                                                                                    | Fully Capable |  |
| 3.1.6                            | The system includes shortcuts that enable users to click a button to instantly return recently created records (i.e. the last 50 reports).                                                                                                            | Fully Capable |  |
| 3.1.7                            | The system enables users to conduct free-text searches of report narratives.                                                                                                                                                                          | Fully Capable |  |
| 3.1.8                            | When conducting searches for data contained in fields which are table driven, users can enter plain text which will display the most appropriate option in the table.                                                                                 | Fully Capable |  |

SR#\_



|                                                                                                                                                                                                      |                                                                                                                                                                                                              |               |                                                                                                                                                                                |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>3.1.9</b>                                                                                                                                                                                         | Users can conduct searches on a map by selecting a geographical area to identify any records that are related to the geographical area.                                                                      | Fully Capable |                                                                                                                                                                                |
| <b>3.1.10</b>                                                                                                                                                                                        | Users can search for records utilizing GIS layers including, for example, patrol beats or zones.                                                                                                             | Fully Capable |                                                                                                                                                                                |
| <b>3.1.11</b>                                                                                                                                                                                        | The system enables searches for records and activities (i.e. number of reports, arrests, citations) per user (officer) during a user-defined time period.                                                    | Fully Capable |                                                                                                                                                                                |
| <b>3.1.12</b>                                                                                                                                                                                        | The system includes a feature to conduct research into how long it takes users to write reports.                                                                                                             | Fully Capable |                                                                                                                                                                                |
| <b>3.1.13</b>                                                                                                                                                                                        | The system will allow multiple users to view the same record at any give time, based on agency security privileges.                                                                                          | Fully Capable |                                                                                                                                                                                |
| <b>3.1.14</b>                                                                                                                                                                                        | The system contains a "SOUNDEX" feature that recognizes records similar to those queried, and presents those results to the user along with exact matches.                                                   | Fully Capable | Mark43 utilizes Fuzzy Matching which includes Soundex search.                                                                                                                  |
| <b>3.1.15</b>                                                                                                                                                                                        | Users can search for, and within, reports which are not yet complete or not yet approved so that such draft reports are searchable. Data within such unfinished or draft reports can be queried by any user. | Fully Capable |                                                                                                                                                                                |
| <b>3.1.16</b>                                                                                                                                                                                        | When data searches are conducted, the data in unfinished and unapproved reports will be included in the results.                                                                                             | Fully Capable |                                                                                                                                                                                |
| <b>4.0 Report Writing</b>                                                                                                                                                                            |                                                                                                                                                                                                              |               |                                                                                                                                                                                |
| <i>Several of the specifications in this section require the interface described in Section 21.6. Please ensure to reconcile your responses in this section to the requirements in Section 21.6.</i> |                                                                                                                                                                                                              |               |                                                                                                                                                                                |
| <b>4.1.1</b>                                                                                                                                                                                         | When writing reports, upon the user completing a data field the system will automatically advance the user to the next field so the user does not have to manually navigate through each one.                | Fully Capable |                                                                                                                                                                                |
| <b>4.1.2</b>                                                                                                                                                                                         | The system enables users to switch from writing a report to searching the system without having to log-out or switch applications/systems.                                                                   | Fully Capable |                                                                                                                                                                                |
| <b>4.1.3</b>                                                                                                                                                                                         | Users can conduct state and national criminal history queries on persons from within the report writing application while writing a report.                                                                  | Fully Capable | Mark43 is capable of providing this functionality through interfacing with a third party message switch provider. See Technical Specifications B for NCIC related development. |
| <b>4.1.4</b>                                                                                                                                                                                         | Users can query driver's licenses from within the report writing application for insertion of the license data into reports                                                                                  | Fully Capable | Mark43 is capable of providing this functionality through interfacing with a third party message switch                                                                        |

SR#\_

|               |                                                                                                                                                                                                                                              |               |                                                                                                                                                                                |
|---------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|               |                                                                                                                                                                                                                                              |               | provider. See Technical Specifications B for NCIC related development.                                                                                                         |
| <b>4.1.5</b>  | Users can conduct state and national queries on vehicles from within the report writing application while writing a report, and prefill queried vehicle registration information.                                                            | Fully Capable | Mark43 is capable of providing this functionality through interfacing with a third party message switch provider. See Technical Specifications B for NCIC related development. |
| <b>4.1.6</b>  | As users are writing reports, if there are historical records related to the information being entered by the user, the system will display all historical involvements in a sortable list without having to switch screens or applications. | Fully Capable |                                                                                                                                                                                |
| <b>4.1.7</b>  | As users are writing reports, if there are historical reports related to the information being entered by the user, the user can click a link to immediately view the report(s).                                                             | Fully Capable |                                                                                                                                                                                |
| <b>4.1.8</b>  | The system will automatically display wanted person or wanted vehicle messages to the user when the user enters a person or vehicle that is wanted.                                                                                          | Fully Capable |                                                                                                                                                                                |
| <b>4.1.9</b>  | Users can indicate in a report that it requires further follow-up investigation and when this option is selected, the system will automatically notify a pre-defined user(s).                                                                | Fully Capable |                                                                                                                                                                                |
| <b>4.1.10</b> | Users have the option to manually route reports to user-selected recipients.                                                                                                                                                                 | Fully Capable |                                                                                                                                                                                |
| <b>4.1.11</b> | Users can run a search for records which have not been routed or the system has a queue displaying a list of records which have not been routed.                                                                                             | Fully Capable |                                                                                                                                                                                |
| <b>4.1.12</b> | The system does <i>not</i> require users to input whether a crime is a felony or misdemeanor.                                                                                                                                                | Fully Capable |                                                                                                                                                                                |
| <b>4.1.13</b> | The system automatically time/date stamps reports when submitted as well as the user's name and ID number.                                                                                                                                   | Fully Capable |                                                                                                                                                                                |
| <b>4.1.14</b> | The system can be configured to require supervisory approval of reports prior to routing them.                                                                                                                                               | Fully Capable |                                                                                                                                                                                |
| <b>4.1.15</b> | Users can duplicate a report but with a different case number when necessary to write separate reports for incidents that are related.                                                                                                       | Fully Capable |                                                                                                                                                                                |
| <b>4.1.16</b> | Users can enter/write live "URL" links in the narrative of reports.                                                                                                                                                                          | Not Capable   |                                                                                                                                                                                |
| <b>4.1.17</b> | The system will automatically insert links to the name, vehicle or property records that users refer to in the narrative of reports.                                                                                                         | Fully Capable |                                                                                                                                                                                |

SR#\_

|               |                                                                                                                                                                                                                                                                                                                   |                   |                                                                             |
|---------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|-----------------------------------------------------------------------------|
| <b>4.1.18</b> | The system will automatically notify users via email when their report has not yet been written (case number has been generated but user forgot to write or submit report).                                                                                                                                       | Fully Capable     |                                                                             |
| <b>4.1.19</b> | The system will automatically notify supervisors when reports have not been written that should have been, based on a case number being generated or other determining factor.                                                                                                                                    | Fully Capable     |                                                                             |
| <b>4.1.20</b> | When writing reports, users have the option to select data in drop down lists by scrolling or entering key words or characters.                                                                                                                                                                                   | Fully Capable     |                                                                             |
| <b>4.1.21</b> | The system provides the option for users to dictate reports.                                                                                                                                                                                                                                                      | Partially Capable | The system will make use of mobile dictation if RMS mobile app is deployed. |
| <b>4.1.22</b> | The system will prompt users when there is a NIBRS error and provide textual guidance regarding how to fix the error.                                                                                                                                                                                             | Fully Capable     |                                                                             |
| <b>4.1.23</b> | The system will prompt users when more than one report should be written because the case involves a separation of Time and Place (as per NIBRS), including at least reminding officers of this requirement.                                                                                                      | Fully Capable     |                                                                             |
| <b>4.1.24</b> | The system will notify users when writing reports involving more than one offense and more than one offender that more than one report should be written if the offenders were not acting in concert as per the "multiple offenders acting in concert rule" in NIBRS.                                             | Fully Capable     |                                                                             |
| <b>4.1.25</b> | The system will notify users when burglaries at hotels and motels should be written as one report per NIBRS.                                                                                                                                                                                                      | Fully Capable     |                                                                             |
| <b>4.1.26</b> | Users can enter all NIBRS data required for the "Law Enforcement Officers Killed or Assaulted" NIBRS report.                                                                                                                                                                                                      | Fully Capable     |                                                                             |
| <b>4.1.27</b> | Users can enter all NIBRS data required for Hate Crime reports.                                                                                                                                                                                                                                                   | Fully Capable     |                                                                             |
| <b>4.1.28</b> | The system includes a specific module to document K9 related activities.                                                                                                                                                                                                                                          | Not Capable       |                                                                             |
| <b>4.1.29</b> | The system includes a specific module where users can enter and manage records regarding confidential informants into a specific area of the system designed for confidential informant records.                                                                                                                  | Not Capable       |                                                                             |
| <b>4.1.30</b> | The system includes an intelligence module, where users can enter and manage specific records related to criminal intelligence gathering and criminal intelligence information into a specific area of the system designed for criminal intelligence operations which is accessible to designated personnel only. | Fully Capable     |                                                                             |
| <b>4.1.31</b> | The system supports and utilizes a standard Windows functionality including:                                                                                                                                                                                                                                      |                   |                                                                             |

SR#\_

|                  |                                                                                                                                                                                                                                                                                      |                   |                                                                                                                                                                                                                                 |
|------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 4.1.32           | Drag and drop                                                                                                                                                                                                                                                                        | Fully Capable     |                                                                                                                                                                                                                                 |
| 4.1.33           | Right-click shortcut menus                                                                                                                                                                                                                                                           | Not Capable       |                                                                                                                                                                                                                                 |
| 4.1.34           | Maximize, minimize, and resize windows                                                                                                                                                                                                                                               | Fully Capable     |                                                                                                                                                                                                                                 |
| 4.1.35           | Display of multiple windows                                                                                                                                                                                                                                                          | Fully Capable     |                                                                                                                                                                                                                                 |
| 4.1.36           | Keyboard shortcuts                                                                                                                                                                                                                                                                   | Fully Capable     |                                                                                                                                                                                                                                 |
| 4.1.37           | Users are able to quickly identify the number of narratives and reports contained in a case.                                                                                                                                                                                         | Fully Capable     |                                                                                                                                                                                                                                 |
| 4.1.38           | The system will hide or disable unnecessary fields based on configurable workflows (i.e. unless the user is entering a crime against persons, he/she shouldn't be prompted to add the Victim/Offender relationship, that field should be disabled or hidden to minimize data entry). | Fully Capable     |                                                                                                                                                                                                                                 |
| 4.1.39           | Data being entered into the system will not be impacted by using multiple applications at once.                                                                                                                                                                                      | Fully Capable     |                                                                                                                                                                                                                                 |
| 4.1.40           | The system allows user-level customization of some program features:                                                                                                                                                                                                                 |                   |                                                                                                                                                                                                                                 |
| 4.1.41           | System has a night mode, where users can choose screen colors to minimize glare when working in limited lighting.                                                                                                                                                                    | Fully Capable     |                                                                                                                                                                                                                                 |
| 4.1.42           | System allows users to sort lists based on their preferences.                                                                                                                                                                                                                        | Fully Capable     |                                                                                                                                                                                                                                 |
| 4.1.43           | Text size can be adjusted for easier viewing.                                                                                                                                                                                                                                        | Fully Capable     |                                                                                                                                                                                                                                 |
| 4.1.44           | The system will prevent users from modifying a record while it is being modified by another user and will notify the user why they can't modify the record at the moment.                                                                                                            | Partially Capable | Two users may work concurrently on the same report in Mark43 RMS to facilitate cooperation and efficiency. The Other Viewers feature allow end-users to be notified when other agency personnel are working on the same report. |
| <b>5.0 Names</b> |                                                                                                                                                                                                                                                                                      |                   |                                                                                                                                                                                                                                 |
| 5.1.1            | Users can enter an unlimited amount of names in reports and assign standard name types to each (victim, witness, suspect, arrestee, offender, other, etc.).                                                                                                                          | Fully Capable     |                                                                                                                                                                                                                                 |
| 5.1.2            | All names in the system are assigned a unique, non-reusable system generated number.                                                                                                                                                                                                 | Fully Capable     | Names in Mark43 RMS are organized by Master Entity Profiles. All data associated with a name in the system is                                                                                                                   |

SR#\_

|        |                                                                                                                                                                                                                                                                                           |               |                                               |
|--------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|-----------------------------------------------|
|        |                                                                                                                                                                                                                                                                                           |               | contained within their unique Master Profile. |
| 5.1.3  | The system has a name validation tool that allows an administrator to review possible duplicate names that have been entered into records and to accept new names or to select an existing master name record which may be a match to the user-entered name.                              | Fully Capable |                                               |
| 5.1.4  | The system will notify users if there is a conflict or error involving the correct number of related victims and/or suspects/offenders in reports.                                                                                                                                        | Fully Capable |                                               |
| 5.1.5  | Users can enter "suspects" into a separate "suspect" portion of the report when the suspect is unknown and the officer only has limited information about the person.                                                                                                                     | Fully Capable |                                               |
| 5.1.6  | Users can attach photos of unknown persons from surveillance cameras or other sources into the suspect portion of the report (or other location in the system) and enter physical descriptors of the suspect allowing users to search for these attachments by description of the person. | Fully Capable |                                               |
| 5.1.7  | Photos of unknown persons from surveillance cameras or other sources can be uploaded to the system and searched by users one by one.                                                                                                                                                      | Fully Capable |                                               |
| 5.1.8  | Users can enter person's name and all personal identifying information including full name, date of birth, address, SSN, phone number                                                                                                                                                     | Fully Capable |                                               |
| 5.1.9  | Users can enter the person's alias or nickname                                                                                                                                                                                                                                            | Fully Capable |                                               |
| 5.1.10 | Users can enter the person's physical description via individual data fields for each physical characteristic via menu-driven options.                                                                                                                                                    | Fully Capable |                                               |
| 5.1.11 | Users can enter the person's email address.                                                                                                                                                                                                                                               | Fully Capable |                                               |
| 5.1.12 | The system will prevent users from creating "unknown person" entries in the name section of reports and direct them to enter information about unknown persons in a suspect field/module.                                                                                                 | Fully Capable |                                               |
| 5.1.13 | Users can place agency-defined flags and/or alerts on persons when writing reports (violent person, wanted for questioning, gang member).                                                                                                                                                 | Fully Capable |                                               |
| 5.1.14 | The system will automatically notify the user who entered an alert on a person when another user searches for or enters the person/name record with the alert into a report.                                                                                                              | Not Capable   |                                               |
| 5.1.15 | The system enables users to enter physical descriptors of persons utilizing plain English which will activate a drop-down menu with corresponding options.                                                                                                                                | Fully Capable |                                               |

SR#\_

|                     |                                                                                                                                                                                |               |  |
|---------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|--|
| 5.1.16              | The system enables users to enter contact information for names, including social media accounts.                                                                              | Fully Capable |  |
| 5.1.17              | The system will automatically recognize juvenile names in reports based on the birthdate and flag such persons as a juvenile.                                                  | Fully Capable |  |
| 5.1.18              | The system enables users to enter business names as victims, or other roles, in reports.                                                                                       | Fully Capable |  |
| 5.1.19              | The system enables users to enter aliases or AKAs for persons.                                                                                                                 | Fully Capable |  |
| 5.1.20              | Users can enter known associates in a report.                                                                                                                                  | Fully Capable |  |
| 5.1.21              | Users can enter employment information on persons entered in a report.                                                                                                         | Fully Capable |  |
| 5.1.22              | Users can enter school information on persons entered in a report.                                                                                                             | Fully Capable |  |
| 5.1.23              | Name records will automatically display the person's photograph (mugshot) that is associated with the name.                                                                    | Fully Capable |  |
| 5.1.24              | Photographs in the system can be searched by physical descriptors.                                                                                                             | Fully Capable |  |
| 5.1.25              | Users can enter agency-defined modus operandi descriptions on name records.                                                                                                    | Fully Capable |  |
| <b>6.0 Vehicles</b> |                                                                                                                                                                                |               |  |
| 6.1.1               | Users can enter an unlimited amount of vehicles in reports and assign standard vehicle status types to each (stolen, recovered, towed, etc.).                                  | Fully Capable |  |
| 6.1.2               | All vehicles in the system are assigned a unique, non-reusable system generated number.                                                                                        | Fully Capable |  |
| 6.1.3               | Users can enter the make, model, year, color, tag, VIN and other descriptors utilizing plain English which will activate a drop-down menu with corresponding options.          | Fully Capable |  |
| 6.1.4               | The system includes standard NCIC vehicle codes.                                                                                                                               | Fully Capable |  |
| 6.1.5               | The system has a feature to prevent users from entering duplicate vehicles (vehicles that are already in the system).                                                          | Fully Capable |  |
| 6.1.6               | Users can enter agency-defined alerts on vehicles (i.e. "wanted vehicle", "known gang vehicle", etc.).                                                                         | Fully Capable |  |
| 6.1.7               | The system will automatically notify the user who entered an alert on a vehicle when another user searches for the vehicle or enters the vehicle with the alert into a report. | Fully Capable |  |
| 6.1.8               | When users update/edit a vehicle record that is already in the system, the historical information is retained and is searchable.                                               | Fully Capable |  |

SR#\_



|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                    |               |  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|--|
| <b>7.0</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <b>Supplemental Reports</b>                                                                                                                                        |               |  |
| <b>7.1.1</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Users can write and submit supplemental reports even though the incident report for the same case has not yet been submitted and approved.                         | Fully Capable |  |
| <b>7.1.2</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Users can create a supplemental report even when the original report has not yet been started.                                                                     | Fully Capable |  |
| <b>7.1.3</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | When appropriate, the system will notify the user who is submitting a supplement when the supplement may cause a NIBRS error.                                      | Fully Capable |  |
| <b>7.1.4</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Supplemental reports can be assigned for investigation.                                                                                                            | Fully Capable |  |
| <b>7.1.5</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Users can enter additional persons involved in a case via a supplemental report.                                                                                   | Fully Capable |  |
| <b>7.1.6</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Users can enter additional vehicles involved in a case via a supplemental report.                                                                                  | Fully Capable |  |
| <b>7.1.7</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Users can enter additional property items involved in a case via a supplemental report.                                                                            | Fully Capable |  |
| <b>7.1.8</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Users can select pre-formatted narratives/templates to use in supplements based on supplement type.                                                                | Fully Capable |  |
| <b>7.1.9</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Users can open an incident report in the records management system and click a button to add a supplemental report to the case.                                    | Fully Capable |  |
| <b>7.1.10</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Supplemental reports can be assigned a type by the user based on a menu-driven list of supplemental types (i.e. investigative supplement, report correction, etc). | Fully Capable |  |
| <b>7.1.11</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | When a supplement is written to an existing case, the user assigned to the case will be automatically notified a supplemental report has been written.             | Fully Capable |  |
| <b>8.0</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <b>Arrest Reports</b>                                                                                                                                              |               |  |
| <i>Currently, when an officer documents an arrest, the arrest information is entered into an online Clark County Sheriff's Office (CCSO) "pre-book" form. This information is uploaded to the CCSO RMS and JMS. There is no interface between this system and the current Vancouver RMS. Proposers are encouraged to propose arrest reporting functionality that will enable officers to complete an arrest and booking report one-time which enables the data to populate both the new RMS and Clark County's booking system. See Appendix I. for additional information regarding options for this interface as well as Section 21.4 in this document for further specifications.</i> |                                                                                                                                                                    |               |  |
| <b>8.1.1</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Users can write and submit arrest reports.                                                                                                                         | Fully Capable |  |
| <b>8.1.2</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | The arrest report will include and submit required NIBRS data                                                                                                      | Fully Capable |  |
| <b>8.1.3</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Arrests can be reviewed, rejected if necessary, and approved by a supervisor                                                                                       | Fully Capable |  |

SR#\_

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                          |               |  |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|--|
| <b>8.1.4</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Arrests for wanted persons will trigger a notification to the user assigned to the case that describes the basis for the warrant.                                                                        | Fully Capable |  |
| <b>9.0</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | <b>Field Interview Reports</b>                                                                                                                                                                           |               |  |
| <i>Field interviews are situations when a police officer encounters a person who they want to document as having been contacted or interviewed. The person may be a suspect in a crime or engaging in suspicious behavior but is not arrested. The officer needs to be able to document who the person was, what the circumstances of the encounter were, their physical description, the time/date of the encounter, the vehicle the person was using at the time, and miscellaneous notes about the encounter.</i> |                                                                                                                                                                                                          |               |  |
| <b>9.1.1</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Field interviews are assigned a unique, non-reusable system generated number.                                                                                                                            | Fully Capable |  |
| <b>9.1.2</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Users can enter the following information into a Field Interview record:                                                                                                                                 |               |  |
| <b>9.1.3</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | The time, date, and address of the encounter                                                                                                                                                             | Fully Capable |  |
| <b>9.1.4</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Names                                                                                                                                                                                                    | Fully Capable |  |
| <b>9.1.5</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Vehicles                                                                                                                                                                                                 | Fully Capable |  |
| <b>9.1.6</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Property                                                                                                                                                                                                 | Fully Capable |  |
| <b>9.1.7</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Miscellaneous notes                                                                                                                                                                                      | Fully Capable |  |
| <b>9.1.8</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | A case number if related to a case                                                                                                                                                                       | Fully Capable |  |
| <b>9.1.9</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | A photograph of the person can be attached to the record                                                                                                                                                 | Fully Capable |  |
| <b>9.1.10</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Users can attach other photos and records to the field interview                                                                                                                                         | Fully Capable |  |
| <b>9.1.11</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | The reason for the encounter via a menu-driven data field (i.e. suspicious activity, vandalism, etc.)                                                                                                    | Fully Capable |  |
| <b>10.0</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>Review and Approval of Reports and Quality Control</b>                                                                                                                                                |               |  |
| <b>10.1.1</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | The system enables users to electronically submit reports to a supervisor for review and approval.                                                                                                       | Fully Capable |  |
| <b>10.1.2</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | The system includes a feature enabling users to submit incident, supplemental, and arrest reports to supervisors for review, approval or rejection.                                                      | Fully Capable |  |
| <b>10.1.3</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | There is a report approval queue which lists reports that are pending review and approval, and this queue can be set to show either all reports or just those reports in the reviewer's user/work group. | Fully Capable |  |
| <b>10.1.4</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | The system can automatically notify a supervisor when a report is submitted for review.                                                                                                                  | Fully Capable |  |

SR#\_

|         |                                                                                                                                                                                                                                                                                                                             |                   |                                                                    |
|---------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|--------------------------------------------------------------------|
| 10.1.5  | The system can automatically notify a user via email when a report has been rejected for correction which includes the comments from the user who rejected the report.                                                                                                                                                      | Fully Capable     |                                                                    |
| 10.1.6  | The report approval queue will display the following in one screen:                                                                                                                                                                                                                                                         |                   |                                                                    |
| 10.1.7  | Title of report                                                                                                                                                                                                                                                                                                             | Fully Capable     |                                                                    |
| 10.1.8  | Case number                                                                                                                                                                                                                                                                                                                 | Fully Capable     |                                                                    |
| 10.1.9  | Status (submitted, pending review, rejected)                                                                                                                                                                                                                                                                                | Fully Capable     |                                                                    |
| 10.1.10 | Date of report                                                                                                                                                                                                                                                                                                              | Fully Capable     |                                                                    |
| 10.1.11 | Date report submitted                                                                                                                                                                                                                                                                                                       | Fully Capable     |                                                                    |
| 10.1.12 | When a supervisor rejects a report, they can add comments to the report itself describing what needs correction.                                                                                                                                                                                                            | Fully Capable     |                                                                    |
| 10.1.13 | Users can write comments back to the reviewing supervisor who rejected the report.                                                                                                                                                                                                                                          | Fully Capable     |                                                                    |
| 10.1.14 | The system enables supervisors the ability to use drawing tools to highlight errors in the report.                                                                                                                                                                                                                          | Partially Capable | Feature moved to future version (deployed as part of subscription) |
| 10.1.15 | The system can be configured to allow supervisors to make certain agency-defined corrections to reports during the review process.                                                                                                                                                                                          | Fully Capable     |                                                                    |
| 10.1.16 | Review and approval levels can be configured allowing more than one type of reviewer to review and reject reports (i.e. both a sergeant and a records technician).                                                                                                                                                          | Fully Capable     |                                                                    |
| 10.1.17 | The system has a feature which can calculate per-user reporting error-rates (i.e. the number of user's reports which contained mistakes out of the total number of reports written during a time period).                                                                                                                   | Fully Capable     |                                                                    |
| 10.1.18 | The system will capture the date and time reports are reviewed, approved and by which users.                                                                                                                                                                                                                                | Fully Capable     |                                                                    |
| 10.1.19 | The system has the capability of tracking the time period ("turn-around time") between when an officer started a report, submitted a report for review, and when the report was final approved by the last reviewer. An administrator can run queries to determine the average turn-around time during a given time period. | Fully Capable     |                                                                    |
| 11.0    | <b>Text Processing/Formatting</b>                                                                                                                                                                                                                                                                                           |                   |                                                                    |
| 11.1.1  | The system provides basic word processing capabilities for completing narrative and other text data entry fields, which at a                                                                                                                                                                                                |                   |                                                                    |

SR#\_

|                |                                                                                                                    |               |  |
|----------------|--------------------------------------------------------------------------------------------------------------------|---------------|--|
|                | minimum include:                                                                                                   |               |  |
| <b>11.1.2</b>  | Cut and paste                                                                                                      | Fully Capable |  |
| <b>11.1.3</b>  | Find                                                                                                               | Fully Capable |  |
| <b>11.1.4</b>  | Search and replace                                                                                                 | Fully Capable |  |
| <b>11.1.5</b>  | Capitalization                                                                                                     | Fully Capable |  |
| <b>11.1.6</b>  | Paragraph definition                                                                                               | Fully Capable |  |
| <b>11.1.7</b>  | Table definition                                                                                                   | Fully Capable |  |
| <b>11.1.8</b>  | Font selection                                                                                                     | Fully Capable |  |
| <b>11.1.9</b>  | Font size selection                                                                                                | Fully Capable |  |
| <b>11.1.10</b> | Font color and highlighting                                                                                        | Fully Capable |  |
| <b>11.1.11</b> | Text formatting (e.g., underline, bold, italic, etc.)                                                              | Fully Capable |  |
| <b>11.1.12</b> | Tabs                                                                                                               | Fully Capable |  |
| <b>11.1.13</b> | Bullets                                                                                                            | Fully Capable |  |
| <b>11.1.14</b> | Word wrap                                                                                                          | Fully Capable |  |
| <b>11.1.15</b> | Images or diagrams                                                                                                 | Fully Capable |  |
| <b>11.1.16</b> | The system's text formatting capabilities do not compromise text search capabilities.                              | Fully Capable |  |
| <b>11.1.17</b> | The system's spell-checking capabilities include, at a minimum, the following options and functions:               |               |  |
| <b>11.1.18</b> | Find misspelled words                                                                                              | Fully Capable |  |
| <b>11.1.19</b> | Find grammatical errors                                                                                            | Fully Capable |  |
| <b>11.1.20</b> | Find duplicated words                                                                                              | Fully Capable |  |
| <b>11.1.21</b> | Ignoring capitalized words                                                                                         | Fully Capable |  |
| <b>11.1.22</b> | Ignoring often used abbreviations                                                                                  | Fully Capable |  |
| <b>11.1.23</b> | Allow users to customize their spelling dictionary on a central profile, that can be accessed from any workstation | Fully Capable |  |

SR#\_

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                    |               |  |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|--|
| 11.1.24                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Spelling errors and grammatical mistakes are flagged while the user types, in addition to an executable spell check function.                                                                                                      | Fully Capable |  |
| <b>12.0 Property and Evidence</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                    |               |  |
| <p><i>An integrated property and evidence management component is desired to replace the current 3rd party evidence management system. This function of the RMS should enable officers and property/evidence staff to document, impound, track, release and manage all aspects of property items that come into the care or custody of the agency. Vancouver police have five locations at which officers can impound property. Property is placed in secure lockers and is documented by officers entering the impounded item(s) via the current system. Evidence personnel monitor the current system's queue each day for new items that have been impounded. All property items are barcoded and stored in containers with alphanumeric identifiers which assist with tracking their location.</i></p> |                                                                                                                                                                                                                                    |               |  |
| 12.1.1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Users can enter an unlimited number of property items into incident reports and assign standard status types (stolen, recovered, impounded, seized, etc).                                                                          | Fully Capable |  |
| 12.1.2                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | All property items in the system are assigned a unique, non-reusable, system generated number.                                                                                                                                     | Fully Capable |  |
| 12.1.3                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | The system enables users to document the impounding of property and will track the chain of custody for each change in status or custody, and can do so with bar-coding via wireless handheld devices.                             | Fully Capable |  |
| 12.1.4                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Users can reconcile the current evidence inventory with items that have been entered into the system via a wireless handheld device.                                                                                               | Fully Capable |  |
| 12.1.5                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Users can print the barcodes associated with property items.                                                                                                                                                                       | Fully Capable |  |
| 12.1.6                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Users can assign location numbers (i.e. locker or bin number) to property items.                                                                                                                                                   | Fully Capable |  |
| 12.1.7                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Users can enter the names and identifiers of persons owning or who are associated with the property item.                                                                                                                          | Fully Capable |  |
| 12.1.8                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Users can indicate via the system that an item of property was related to a seizure or forfeiture.                                                                                                                                 | Fully Capable |  |
| 12.1.9                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Users can enter descriptions of property including standard data fields of make, model, colors, size, weight, caliber, type, description, etc.                                                                                     | Fully Capable |  |
| 12.1.10                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | When users input the type of property/evidence being impounded (i.e. currency, narcotics, firearms), the system will prompt them to fill in fields specific to the type of item impounded (i.e. for firearms: caliber, type, etc). | Fully Capable |  |
| 12.1.11                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Users can associate the type of incident involved to all property items that were impounded utilizing a standard drop-down list.                                                                                                   | Fully Capable |  |

SR#\_

|         |                                                                                                                                                                                                                                                           |               |                                                                                             |
|---------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|---------------------------------------------------------------------------------------------|
| 12.1.12 | Users can select a reason for which property was impounded from a standard drop-down list.                                                                                                                                                                | Fully Capable |                                                                                             |
| 12.1.13 | Users can enter serial numbers or owner applied numbers for property items.                                                                                                                                                                               | Fully Capable |                                                                                             |
| 12.1.14 | Users can enter a dollar value for property items.                                                                                                                                                                                                        | Fully Capable |                                                                                             |
| 12.1.15 | Users can conduct searches for property items utilizing various search criteria including a person's name, user name, case number, property description, or a barcode search.                                                                             | Fully Capable |                                                                                             |
| 12.1.16 | Users who are property/evidence management personnel can indicate when items have been rejected due to improper impounding procedure. The rejection notice will be automatically sent to the appropriate user.                                            | Fully Capable |                                                                                             |
| 12.1.17 | The system will have a property/evidence dashboard displaying the user's activity with regards to property they have submitted, entered and/or which has been rejected by other users (i.e. property/evidence technicians) and the reasons for rejection. | Fully Capable |                                                                                             |
| 12.1.18 | Users can enter the weights and dimensions of property items.                                                                                                                                                                                             | Fully Capable |                                                                                             |
| 12.1.19 | Users can enter details regarding the disposition of property including that the release or destruction of a property item has been authorized and by whom.                                                                                               | Fully Capable |                                                                                             |
| 12.1.20 | Users can enter the name and contact information of persons to whom property was released.                                                                                                                                                                | Fully Capable |                                                                                             |
| 12.1.21 | Users can enter different court case numbers (i.e. District Court and Superior Court case numbers) associated with property items.                                                                                                                        | Fully Capable |                                                                                             |
| 12.1.22 | The system has a feature to assist with conducting a comprehensive inventory of all property items.                                                                                                                                                       | Fully Capable |                                                                                             |
| 12.1.23 | The system has a feature which enables users to conduct a random audit of property/evidence to confirm the accuracy of the records, status of and location of the items.                                                                                  | Fully Capable |                                                                                             |
| 12.1.24 | Users can enter firearms specific data including make, model, caliber, and barrel length.                                                                                                                                                                 | Fully Capable |                                                                                             |
| 12.1.25 | Users can enter firearms specific requests for ATF traces, Brady queries and IBIS testing.                                                                                                                                                                | Fully Capable | Mark43 can offer this functionality through interface development with third party systems. |
| 12.1.26 | Users can enter vehicle-specific information including make, model, color, registration information, and whether the vehicle was seized, has a hold, and if keys are available.                                                                           | Fully Capable |                                                                                             |

SR#\_



|         |                                                                                                                                                                                                                                                           |               |                                                              |
|---------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|--------------------------------------------------------------|
| 12.1.27 | Users can attach scanned documents or electronic files to property entries in the system.                                                                                                                                                                 | Fully Capable |                                                              |
| 12.1.28 | The system has a property/evidence chain of custody screen listing all changes in status of property/evidence items, which is searchable.                                                                                                                 | Fully Capable |                                                              |
| 12.1.29 | Users can enter notes throughout the property component of the system to indicate miscellaneous information.                                                                                                                                              | Fully Capable |                                                              |
| 12.1.30 | The system can assist with the tracking and identification/location of property items by printing out adhesive labels which display a system generated identifier and barcode, and the property description, owner information, officer information, etc. | Fully Capable |                                                              |
| 12.1.31 | The system can automatically send a notification letter via email to the owner of property which has been located, impounded, or recovered by the agency.                                                                                                 | Fully Capable |                                                              |
| 12.1.32 | Users can request the system to generate an automated letter to print and send to property owners via mail when property has been located, impounded, recovered, is eligible for sale, etc.                                                               | Fully Capable |                                                              |
| 12.1.33 | Digital images of property can be uploaded, indexed and managed by the system.                                                                                                                                                                            | Fully Capable |                                                              |
| 12.1.34 | Property items can be automatically queried in local, state, and national databases for stolen status before release, as well as periodically while in custody.                                                                                           | Fully Capable | See Technical Specifications B for NCIC related development. |
| 12.1.35 | The system will automatically notify designated users that property is due for return or destruction after a pre-designated time period.                                                                                                                  | Fully Capable |                                                              |
| 12.1.36 | Users can browse through property items in a "browse" screen and sort the records according to location, barcode, item number, user name, case number or item description.                                                                                | Fully Capable |                                                              |
| 12.1.37 | Users can run "reports" for information regarding property and evidence including the following:                                                                                                                                                          |               |                                                              |
| 12.1.38 | Active property items                                                                                                                                                                                                                                     | Fully Capable |                                                              |
| 12.1.39 | Active case numbers by date range                                                                                                                                                                                                                         | Fully Capable |                                                              |
| 12.1.40 | All bikes in custody                                                                                                                                                                                                                                      | Fully Capable |                                                              |
| 12.1.41 | Arson cases by time period                                                                                                                                                                                                                                | Fully Capable |                                                              |
| 12.1.42 | ATF traces by time period                                                                                                                                                                                                                                 | Fully Capable |                                                              |
| 12.1.43 | Audits conducted by time period                                                                                                                                                                                                                           | Fully Capable |                                                              |
| 12.1.44 | Barcode report                                                                                                                                                                                                                                            | Fully         |                                                              |

SR#\_

|         |                                                                                                                                                                                                              |               |                                                              |
|---------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|--------------------------------------------------------------|
|         |                                                                                                                                                                                                              | Capable       |                                                              |
| 12.1.45 | Property available for disposal                                                                                                                                                                              | Fully Capable |                                                              |
| 12.1.46 | Users can create and save user-defined/customized reports related to property/evidence information.                                                                                                          | Fully Capable |                                                              |
| 12.1.47 | Users can customize property/evidence related tables and create new table items.                                                                                                                             | Fully Capable |                                                              |
| 12.1.48 | Users can change the case number and persons associated with a property/evidence item to a new case number.                                                                                                  | Fully Capable |                                                              |
| 12.1.49 | The system can manage digital evidence including digital photos, audio, video, and document files.                                                                                                           | Fully Capable |                                                              |
| 12.1.50 | The system can store the associated metadata available from images, photographs, video and audio files.                                                                                                      | Fully Capable |                                                              |
| 12.1.51 | Digital images can be enhanced utilizing the system (contrast, hue, etc).                                                                                                                                    | Not Capable   |                                                              |
| 12.1.52 | The system will auto-populate persons' names from the incident report which was written for the property being impounded into the property portion of the system.                                            | Fully Capable |                                                              |
| 12.1.53 | The system will prevent users from using the same item number for other property items in order to prevent tampering.                                                                                        | Fully Capable |                                                              |
| 12.1.54 | The system can generate a property/evidence report detailing information about the item(s) in .PDF format.                                                                                                   | Fully Capable |                                                              |
| 12.1.55 | The system includes standard NCIC property description codes.                                                                                                                                                | Fully Capable |                                                              |
| 12.1.56 | The system includes a feature that automatically identifies stolen property that has been recovered in another incident.                                                                                     | Fully Capable |                                                              |
| 12.1.57 | The system allows users to clear property for disposition both by individual item and in batch processing mode.                                                                                              | Fully Capable |                                                              |
| 12.1.58 | The system allows the system administrator to print out to an audit log detailing whenever evidentiary digital media is accessed or printed.                                                                 | Fully Capable |                                                              |
| 12.1.59 | The system allows records personnel to link to and export property detail information recorded in a report directly to an NCIC stolen article, boat, gun or securities screen to avoid redundant data entry. | Fully Capable | See Technical Specifications B for NCIC related development. |
| 12.1.60 | The system enables the capture of digital signatures via a wireless handheld device                                                                                                                          | Fully Capable |                                                              |
| 12.1.61 | The system enables the capture of digital signatures via a wireless signature pad                                                                                                                            | Fully Capable |                                                              |

SR#\_

|                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                  |               |  |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|--|
| 12.1.62                                                                                                                                                                                                                                                                                                    | The system enables users to conduct global changes to evidence records (i.e. change multiple location values in one transaction)                                                                                                                 | Fully Capable |  |
| 12.1.63                                                                                                                                                                                                                                                                                                    | The system enables users to edit digital photographs                                                                                                                                                                                             | Not Capable   |  |
| 12.1.64                                                                                                                                                                                                                                                                                                    | The system enables users to burn images and other digital evidence to a CD or DVD                                                                                                                                                                | Fully Capable |  |
| <b>13.0 Case Management</b>                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                  |               |  |
| <i>The case management function enables users to assign, track, review and update the status and progress of criminal investigations, and obtain notifications about deadlines, due dates and updates regarding cases. This function is what enables cases to be assigned to a user and/or user group.</i> |                                                                                                                                                                                                                                                  |               |  |
| 13.1.1                                                                                                                                                                                                                                                                                                     | Users can obtain a list of reports from the system which are missing (i.e. a case number has been issued but a report was not started or submitted) and where the reports are (i.e. in an officer's queue, supervisor queue or otherwise).       | Fully Capable |  |
| 13.1.2                                                                                                                                                                                                                                                                                                     | The system requires that all records within each reporting component (incident reports, vehicles, persons, property, supplements, etc.) will have a status as selected by the user from a menu-driven data field (open, closed, inactive, etc.). | Fully Capable |  |
| 13.1.3                                                                                                                                                                                                                                                                                                     | Users can assign a report to another user for follow-up action.                                                                                                                                                                                  | Fully Capable |  |
| 13.1.4                                                                                                                                                                                                                                                                                                     | Users can assign a supervisory user to a case.                                                                                                                                                                                                   | Fully Capable |  |
| 13.1.5                                                                                                                                                                                                                                                                                                     | The case management function links all case activity (changes in status, arrest made, information added to a case) to the initial incident report and all supplemental reports.                                                                  | Fully Capable |  |
| 13.1.6                                                                                                                                                                                                                                                                                                     | Users can designate other users to receive notifications when there is a change in status to an investigation or report.                                                                                                                         | Fully Capable |  |
| 13.1.7                                                                                                                                                                                                                                                                                                     | Users can designate other users to receive notifications when there is a change in assigned user/investigator.                                                                                                                                   | Fully Capable |  |
| 13.1.8                                                                                                                                                                                                                                                                                                     | Users can assign due dates for case activities such as contacting witnesses or submitting supplements, and when the due date is not met, the system will notify designated users.                                                                | Fully Capable |  |
| 13.1.9                                                                                                                                                                                                                                                                                                     | The system can track the time spent on an investigation as a performance metric.                                                                                                                                                                 | Fully Capable |  |
| 13.1.10                                                                                                                                                                                                                                                                                                    | The system can track the time spent on case specific activity (i.e. surveillance, writing reports, conducting interviews).                                                                                                                       | Fully Capable |  |
| 13.1.11                                                                                                                                                                                                                                                                                                    | The system has an investigator's dashboard displaying a listing of their assigned cases, case statuses, and type of case/incident/crime.                                                                                                         | Fully Capable |  |

SR#\_

|         |                                                                                                                                                                                                                                         |               |  |
|---------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|--|
| 13.1.12 | The investigator dashboard can display case involvements including persons, vehicles, and property items.                                                                                                                               | Fully Capable |  |
| 13.1.13 | The system can generate automated letters on behalf of users with pre-written content from letter templates.                                                                                                                            | Not Capable   |  |
| 13.1.14 | The system can email the letters described above.                                                                                                                                                                                       | Not Capable   |  |
| 13.1.15 | The system has a feature to assist with determining a crime's solvability factor.                                                                                                                                                       | Not Capable   |  |
| 13.1.16 | The system enables supervisory users to research the progress and timeliness of investigations.                                                                                                                                         | Fully Capable |  |
| 13.1.17 | The system enables users to update the status of numerous cases all at once.                                                                                                                                                            | Not Capable   |  |
| 13.1.18 | The system enables users to indicate which cases are related or linked due to the circumstances involved in each incident.                                                                                                              | Fully Capable |  |
| 13.1.19 | The system will automatically notify users when cases are related or linked because they involve the same persons, vehicles or property items.                                                                                          | Fully Capable |  |
| 13.1.20 | Users can choose to see only cases assigned to them or to their user group or unit in their dashboard or queue.                                                                                                                         | Fully Capable |  |
| 13.1.21 | The case management function includes a case summary which visually summarizes and textually describes a summarization of a case so users do not have to read or search for information on a case-by-case basis, unless they desire to. | Fully Capable |  |
| 13.1.22 | The case management function can produce the following internal performance reports:                                                                                                                                                    |               |  |
| 13.1.23 | Number of assigned cases per user                                                                                                                                                                                                       | Fully Capable |  |
| 13.1.24 | Number of assigned cases per user-group/unit                                                                                                                                                                                            | Fully Capable |  |
| 13.1.25 | Per user case clearance rate                                                                                                                                                                                                            | Fully Capable |  |
| 13.1.26 | Per user group or unit clearance rate                                                                                                                                                                                                   | Fully Capable |  |
| 13.1.27 | Assigned case aging summary                                                                                                                                                                                                             | Fully Capable |  |
| 13.1.28 | Non-assigned cases summary                                                                                                                                                                                                              | Fully Capable |  |
| 13.1.29 | Case summary by due date                                                                                                                                                                                                                | Fully Capable |  |

SR#\_

|                           |                                                                                                                                                                                                                                                                                                                                                                                                                              |                   |  |
|---------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|--|
| 13.1.30                   | The system will prompt users who select a case clearance of "exceptionally cleared/cleared by exception" to indicate the four NIBRS required elements of this status have been met before being able to select it (an offender has been identified, there is enough information for an arrest/prosecution, the location of the offender is known, there is some reason beyond the control of the user preventing an arrest). | Fully Capable     |  |
| 13.1.31                   | Users can enter case specific notes into the case management feature.                                                                                                                                                                                                                                                                                                                                                        | Fully Capable     |  |
| 13.1.32                   | Users can enter, via a menu-driven field, when certain activity has occurred in an investigation (i.e. victim contacted, surveillance conducted, etc.). The system will indicate who the user was, date and time of the activity, and this information is searchable.                                                                                                                                                        | Fully Capable     |  |
| 13.1.33                   | Users can write case notes/comments to other users from within the system and the system will notify the other user(s) of these notes, and they can respond with comments.                                                                                                                                                                                                                                                   | Fully Capable     |  |
| 13.1.34                   | Cases which are unfounded are automatically not scored for NIBRS purposes (users do not have to manually unscore the report in a separate component of the system).                                                                                                                                                                                                                                                          | Fully Capable     |  |
| 13.1.35                   | The system allows users to merge two or more cases into a single case number.                                                                                                                                                                                                                                                                                                                                                | Partially Capable |  |
| 13.1.36                   | The system allows users to batch export the digital files associated with a report, including documents, images, video, and audio files, from the RMS to a storage device.                                                                                                                                                                                                                                                   | Fully Capable     |  |
| <b>14.0 Data Analysis</b> |                                                                                                                                                                                                                                                                                                                                                                                                                              |                   |  |
| 14.1.1                    | The system allows users to aggregate, compare and determine volume of crime according to the following parameters or combination thereof (please describe any limitations to producing data using any of these parameters):                                                                                                                                                                                                  |                   |  |
| 14.1.2                    | Crime type by address                                                                                                                                                                                                                                                                                                                                                                                                        | Fully Capable     |  |
| 14.1.3                    | Crime type and beat/zone/district                                                                                                                                                                                                                                                                                                                                                                                            | Fully Capable     |  |
| 14.1.4                    | Crime type and time, date and day of week                                                                                                                                                                                                                                                                                                                                                                                    | Fully Capable     |  |
| 14.1.5                    | Crime type and case status                                                                                                                                                                                                                                                                                                                                                                                                   | Fully Capable     |  |
| 14.1.6                    | Crime type and location type                                                                                                                                                                                                                                                                                                                                                                                                 | Fully Capable     |  |
| 14.1.7                    | Crime type and modus operandi                                                                                                                                                                                                                                                                                                                                                                                                | Fully Capable     |  |
| 14.1.8                    | Crime type and suspect description (any physical                                                                                                                                                                                                                                                                                                                                                                             | Fully             |  |

SR#\_

|                |                                                                                                                                                                                                                                                                                  |               |  |
|----------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|--|
|                | descriptor)                                                                                                                                                                                                                                                                      | Capable       |  |
| <b>14.1.9</b>  | Crime type and vehicle description                                                                                                                                                                                                                                               | Fully Capable |  |
| <b>14.1.10</b> | Crime type and person's name                                                                                                                                                                                                                                                     | Fully Capable |  |
| <b>14.1.11</b> | NIBRS code                                                                                                                                                                                                                                                                       | Fully Capable |  |
| <b>14.1.12</b> | The system can display correlations between persons, vehicles, locations and crime types regardless of where this data resides in the system. In other words, users are not required to navigate to different screens/modules to conduct these types of crime analysis searches. | Fully Capable |  |
| <b>14.1.13</b> | Users can produce histograms based on user-defined search criteria.                                                                                                                                                                                                              | Fully Capable |  |
| <b>14.1.14</b> | Users can pin map the results from user-defined searches for records.                                                                                                                                                                                                            | Fully Capable |  |
| <b>14.1.15</b> | Users can create heat maps based on user-defined searches for records.                                                                                                                                                                                                           | Fully Capable |  |
| <b>14.1.16</b> | Crime analysis search results can be exported to third-party off-the-shelf applications and formats including Word, Excel, .CSV, .PDF, JPEG.                                                                                                                                     | Fully Capable |  |
| <b>14.1.17</b> | Crime analysis search results can be exported to third-party mapping/GIS applications.                                                                                                                                                                                           | Fully Capable |  |
| <b>14.1.18</b> | The system enables link analysis in which relationships between persons, vehicles, locations, phone numbers or other identifiers can be visually connected, displayed and printed.                                                                                               | Fully Capable |  |
| <b>14.1.19</b> | The system can export relationships produced in link analysis charts to a tabular relationship specification file.                                                                                                                                                               | Fully Capable |  |
| <b>14.1.20</b> | Designated users will be able to access and query look-up tables that contain any data stored as codes, and see the database tables and file names associated with corresponding controls in the system.                                                                         | Fully Capable |  |
| <b>14.1.21</b> | Metadata contained in the system will be available to users as an online or network resource in an easily searchable format.                                                                                                                                                     | Fully Capable |  |
| <b>14.1.22</b> | The system provides safeguards and application design patterns used in order to ensure that a single RMS request does not consume a disproportionate level of server-side resources.                                                                                             | Fully Capable |  |
| <b>14.1.23</b> | The system allows users to obtain a list of recent stolen vehicles via a "hot sheet."                                                                                                                                                                                            | Fully Capable |  |
| <b>14.1.24</b> | The system allows users to display crime analysis data in graphical format: bar charts, pie charts and maps.                                                                                                                                                                     | Fully Capable |  |

SR#\_



|         |                                                                                                                                                                                                                                                         |               |  |
|---------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|--|
| 14.1.25 | The system allows users to output statistical information in a dashboard using various formats (e.g., numerical, graphical).                                                                                                                            | Fully Capable |  |
| 15.0    | <b>Location/Address/Geo/Mapping</b>                                                                                                                                                                                                                     |               |  |
| 15.1.1  | The system will geo-verify user entered locations/addresses and assist users with selecting the correct address.                                                                                                                                        | Fully Capable |  |
| 15.1.2  | The system will enable users to force the acceptance of unverifiable addresses. However, the system will send an automated notification to the system administrator when this happens.                                                                  | Fully Capable |  |
| 15.1.3  | Users can enter block addresses (i.e. 100 block of...)                                                                                                                                                                                                  | Fully Capable |  |
| 15.1.4  | Users can enter cross-street locations (Smith Street and Round Way) and the system includes a feature which ensures intersections are always entered and can be searched in alphabetical order to ensure consistency with these locations.              | Fully Capable |  |
| 15.1.5  | The system is capable of importing geographic boundary information (e.g. station boundaries, jurisdictional boundaries, reporting districts, response zones, neighborhoods, precincts) from GIS and other geographic data sources.                      | Fully Capable |  |
| 15.1.6  | The system is capable of importing topologically-structured street networks and other linear features (e.g. rivers, streams, utility right of ways, bus routes) from GIS and other geographic data sources.                                             | Fully Capable |  |
| 15.1.7  | The system is capable of importing point data (e.g. landmarks, parcel address points, business locations, retail store address points) from GIS and other geographic data sources.                                                                      | Fully Capable |  |
| 15.1.8  | The system supports multiple layers of information. For example, the system allows the storage of building footprints, aerial photographs and other images (i.e. pictures of specific buildings) that are associated with specific areas and addresses. | Fully Capable |  |
| 15.1.9  | The system's geofile can be updated while the system is live and operational without any adverse impact to the experience of the users of the system.                                                                                                   | Fully Capable |  |
| 15.1.10 | The system includes the capability of manually editing and entering any geographic data required by, or imported into, the system's GIS (given the appropriate user permissions).                                                                       | Fully Capable |  |
| 15.1.11 | Users can enter alerts on locations and the system will automatically notify the user who entered the alert when records are created involving the location.                                                                                            | Fully Capable |  |
| 15.1.12 | The system captures geo-coordinates for all addresses in the system.                                                                                                                                                                                    | Fully Capable |  |

SR#\_

|                               |                                                                                                                                                                                               |                   |                                                                                                                                                                                                                                             |
|-------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 15.1.13                       | The system has composite geocoders that use multiple layers including online resources.                                                                                                       | Fully Capable     |                                                                                                                                                                                                                                             |
| 15.1.14                       | The system allows for incidents to have multiple address points, such as with pursuits or transitory crime.                                                                                   | Fully Capable     |                                                                                                                                                                                                                                             |
| 15.1.15                       | The system has a bypass function with which users can add a point on the map.                                                                                                                 | Fully Capable     |                                                                                                                                                                                                                                             |
| 15.1.16                       | The system enables re-geocoding of data if the agency receives updated reference files.                                                                                                       | Fully Capable     |                                                                                                                                                                                                                                             |
| 15.1.17                       | The system provides a mechanism for live synchronization with an ESRI ArcGIS spatial database without Contractor intervention.                                                                | Fully Capable     |                                                                                                                                                                                                                                             |
| <b>16.0 Mobile Capability</b> |                                                                                                                                                                                               |                   |                                                                                                                                                                                                                                             |
| 16.1.1                        | The system can be used on mobile computers, phones, and/or tablets, including devices using Windows, Apple, and Android operating systems.                                                    | Fully Capable     |                                                                                                                                                                                                                                             |
| 16.1.2                        | The system enables the wireless attachment of photos from mobile phones/devices to the system.                                                                                                | Fully Capable     |                                                                                                                                                                                                                                             |
| 16.1.3                        | The system enables users to utilize a barcode scanner or other digital device to scan or swipe driver's licenses to query persons and for insertion of the license data into reports.         | Partially Capable |                                                                                                                                                                                                                                             |
| 16.1.4                        | The system is touch screen capable for mobile devices that support touch screens.                                                                                                             | Fully Capable     |                                                                                                                                                                                                                                             |
| 16.1.5                        | The system allows users to work in real time over the Verizon Wireless Network in the City of Vancouver.                                                                                      | Fully Capable     |                                                                                                                                                                                                                                             |
| 16.1.6                        | The system allows users to access all data and records in the system from mobile computers.                                                                                                   | Fully Capable     |                                                                                                                                                                                                                                             |
| 16.1.7                        | The system allows users to work offline, in the event of no or low connectivity in the field, and automatically uploads recorded actions to the system once the connection is re-established. | Partially Capable | Mark43 RMS operates with a card-based layout that allows users to easily save their progress as they work. The platform requires connectivity to operate. When users lose connectivity, unsaved progress during report writing may be lost. |
| 16.1.8                        | The system allows users to automatically import their current location as the incident location in a report or field interview.                                                               | Partially Capable | This is supported with RMS mobile app deployment.                                                                                                                                                                                           |
| 16.1.9                        | The system allows users to print from mobile devices, if a mobile printer is available.                                                                                                       | Fully Capable     |                                                                                                                                                                                                                                             |
| <b>17.0 Records</b>           |                                                                                                                                                                                               |                   |                                                                                                                                                                                                                                             |

SR#\_

|                  |                                                                                                                                                                                                                                                                                       |                   |                                                                                        |
|------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|----------------------------------------------------------------------------------------|
| <b>17.1.1</b>    | The system includes a feature to electronically redact text from records (third party-application or built-in redaction tool).                                                                                                                                                        | Fully Capable     | Partial workflow in RMS depending on use-case, partial workflow in third party system. |
| <b>17.1.2</b>    | The system includes a feature which allows users to mark/indicate in the system that a particular person's name is not disclosable to the public (for public records purposes).                                                                                                       | Fully Capable     |                                                                                        |
| <b>17.1.3</b>    | The system includes the ability for users to print reports with certain information redacted or protected from disclosure/printing based on a user-selected criteria (i.e. print without victim's or juvenile name).                                                                  | Fully Capable     |                                                                                        |
| <b>17.1.4</b>    | The system enables users to print reports which are considered a draft or are not yet completed, and those reports are printed with the word "draft" marked on the report or are otherwise easily identified as incomplete documents.                                                 | Fully Capable     |                                                                                        |
| <b>17.1.5</b>    | The system has an integrated email feature enabling records to be sent via email from within the system.                                                                                                                                                                              | Partially Capable | Mark43 records are exportable to pdfs which may then be downloaded and emailed.        |
| <b>17.1.6</b>    | The system has a feature enabling users to create photo line-ups utilizing images of persons contained in the system or images uploaded for this purpose.                                                                                                                             | Not Capable       | This feature is on the product roadmap.                                                |
| <b>17.1.7</b>    | The system includes a records retention and scheduling feature which enables users to set time periods and notifications when records should be destroyed per a retention schedule.                                                                                                   | Fully Capable     |                                                                                        |
| <b>17.1.8</b>    | The system includes a visual indicator to easily identify juvenile records.                                                                                                                                                                                                           | Fully Capable     |                                                                                        |
| <b>17.1.9</b>    | The system includes the ability to easily remove cases (batch removal) that are no longer required for business to comply with state requirements.                                                                                                                                    | Fully Capable     |                                                                                        |
| <b>17.1.10</b>   | The system will include the technical and functional features, currently referred to as "masks" by Vancouver Police, that are necessary to enable Records personnel to conduct various WACIC/NCIC related activities from within the RMS user interface as follows (see 26.1 herein): |                   | See Technical Specifications B for detailed roll-out plan WA.                          |
| <b>17.1.10.1</b> | Articles                                                                                                                                                                                                                                                                              | Fully Capable     |                                                                                        |
| <b>17.1.10.2</b> | Query                                                                                                                                                                                                                                                                                 | Fully Capable     |                                                                                        |
| <b>17.1.10.3</b> | Entry                                                                                                                                                                                                                                                                                 | Fully Capable     |                                                                                        |
| <b>17.1.10.4</b> | Modify                                                                                                                                                                                                                                                                                | Fully Capable     |                                                                                        |
| <b>17.1.10.5</b> | Cancel                                                                                                                                                                                                                                                                                | Fully Capable     |                                                                                        |

SR#\_

|                   |          |               |  |
|-------------------|----------|---------------|--|
| <b>17.1.10.6</b>  | Locate   | Fully Capable |  |
| <b>17.1.10.7</b>  | Clear    | Fully Capable |  |
| <b>17.1.10.8</b>  | Boats    | Fully Capable |  |
| <b>17.1.10.9</b>  | Query    | Fully Capable |  |
| <b>17.1.10.10</b> | Entry    | Fully Capable |  |
| <b>17.1.10.11</b> | Modify   | Fully Capable |  |
| <b>17.1.10.12</b> | Cancel   | Fully Capable |  |
| <b>17.1.10.13</b> | Locate   | Fully Capable |  |
| <b>17.1.10.14</b> | Clear    | Fully Capable |  |
| <b>17.1.10.15</b> | Guns     | Fully Capable |  |
| <b>17.1.10.16</b> | Query    | Fully Capable |  |
| <b>17.1.10.17</b> | Entry    | Fully Capable |  |
| <b>17.1.10.18</b> | Modify   | Fully Capable |  |
| <b>17.1.10.19</b> | Cancel   | Fully Capable |  |
| <b>17.1.10.20</b> | Locate   | Fully Capable |  |
| <b>17.1.10.21</b> | Clear    | Fully Capable |  |
| <b>17.1.10.22</b> | Plates   | Fully Capable |  |
| <b>17.1.10.23</b> | Query    | Fully Capable |  |
| <b>17.1.10.24</b> | Entry    | Fully Capable |  |
| <b>17.1.10.25</b> | Modify   | Fully Capable |  |
| <b>17.1.10.26</b> | Cancel   | Fully Capable |  |
| <b>17.1.10.27</b> | Locate   | Fully Capable |  |
| <b>17.1.10.28</b> | Clear    | Fully Capable |  |
| <b>17.1.10.29</b> | Vehicles | Fully Capable |  |

SR#\_

|            |                           |               |  |
|------------|---------------------------|---------------|--|
| 17.1.10.30 | Query                     | Fully Capable |  |
| 17.1.10.31 | Entry                     | Fully Capable |  |
| 17.1.10.32 | Modify                    | Fully Capable |  |
| 17.1.10.33 | Cancel                    | Fully Capable |  |
| 17.1.10.34 | Locate                    | Fully Capable |  |
| 17.1.10.35 | Clear                     | Fully Capable |  |
| 17.1.10.36 | Missing Persons           | Fully Capable |  |
| 17.1.10.37 | Query                     | Fully Capable |  |
| 17.1.10.38 | Query dental data         | Fully Capable |  |
| 17.1.10.39 | Entry                     | Fully Capable |  |
| 17.1.10.40 | Supplemental entry        | Fully Capable |  |
| 17.1.10.41 | Supplemental cancel       | Fully Capable |  |
| 17.1.10.42 | Modify                    | Fully Capable |  |
| 17.1.10.43 | Cancel                    | Fully Capable |  |
| 17.1.10.44 | Locate                    | Fully Capable |  |
| 17.1.10.45 | Clear                     | Fully Capable |  |
| 17.1.10.46 | Unidentified Person File  | Fully Capable |  |
| 17.1.10.47 | Query unidentified person | Fully Capable |  |
| 17.1.10.48 | Query dental data         | Fully Capable |  |
| 17.1.10.49 | Query NCIC ORI file       | Fully Capable |  |
| 17.1.10.50 | Query NLETS ORION file    | Fully Capable |  |
| 17.1.10.51 | Hit Confirmation          | Fully Capable |  |
| 17.1.10.52 | Hit confirmation request  | Fully Capable |  |
| 17.1.10.53 | Hit confirmation response | Fully Capable |  |

SR#\_

|                   |                                              |               |  |
|-------------------|----------------------------------------------|---------------|--|
| <b>17.1.10.54</b> | Criminal Histories                           | Fully Capable |  |
| <b>17.1.10.55</b> | Query criminal history and WACIC person file | Fully Capable |  |
| <b>17.1.10.56</b> | Query criminal history                       | Fully Capable |  |
| <b>17.1.10.57</b> | Query NCIC criminal history record           | Fully Capable |  |
| <b>17.1.10.58</b> | NLETS                                        | Fully Capable |  |
| <b>17.1.10.59</b> | Query NLETS criminal history index           | Fully Capable |  |
| <b>17.1.10.60</b> | Query NLETS criminal history record          | Fully Capable |  |
| <b>17.1.10.61</b> | Query NLETS concealed weapon permit          | Fully Capable |  |
| <b>17.1.10.62</b> | Query NLETS immigration                      | Fully Capable |  |
| <b>17.1.10.63</b> | Free-form mask                               | Fully Capable |  |
| <b>17.1.10.64</b> | Wanted Persons                               | Fully Capable |  |
| <b>17.1.10.65</b> | Query                                        | Fully Capable |  |
| <b>17.1.10.66</b> | Entry                                        | Fully Capable |  |
| <b>17.1.10.67</b> | Supplemental entry                           | Fully Capable |  |
| <b>17.1.10.68</b> | Supplemental cancel                          | Fully Capable |  |
| <b>17.1.10.69</b> | Modify                                       | Fully Capable |  |
| <b>17.1.10.70</b> | Cancel                                       | Fully Capable |  |
| <b>17.1.10.71</b> | Locate                                       | Fully Capable |  |
| <b>17.1.10.72</b> | Detainer entry                               | Fully Capable |  |
| <b>17.1.10.73</b> | Detainer Modify                              | Fully Capable |  |
| <b>17.1.10.74</b> | Detainer cancel                              | Fully Capable |  |
| <b>17.1.10.75</b> | Clear                                        | Fully Capable |  |
| <b>17.1.10.76</b> | Protection Orders                            | Fully Capable |  |
| <b>17.1.10.77</b> | Query                                        | Fully Capable |  |

SR#\_



|                    |                                                   |               |  |
|--------------------|---------------------------------------------------|---------------|--|
| <b>17.1.10.78</b>  | Entry                                             | Fully Capable |  |
| <b>17.1.10.79</b>  | Supplemental entry                                | Fully Capable |  |
| <b>17.1.10.80</b>  | Supplemental cancel                               | Fully Capable |  |
| <b>17.1.10.81</b>  | Modify                                            | Fully Capable |  |
| <b>17.1.10.82</b>  | Service entry                                     | Fully Capable |  |
| <b>17.1.10.83</b>  | Cancel                                            | Fully Capable |  |
| <b>17.1.10.84</b>  | Locate                                            | Fully Capable |  |
| <b>17.1.10.85</b>  | Clear                                             | Fully Capable |  |
| <b>17.1.10.86</b>  | Multiple Queries                                  | Fully Capable |  |
| <b>17.1.10.87</b>  | Wanted/DOL/PO person                              | Fully Capable |  |
| <b>17.1.10.88</b>  | Wanted/DOL/Stolen/Impound vehicle                 | Fully Capable |  |
| <b>17.1.10.89</b>  | DOL Queries                                       | Fully Capable |  |
| <b>17.1.10.90</b>  | WA driver license check                           | Fully Capable |  |
| <b>17.1.10.91</b>  | WA driver license history                         | Fully Capable |  |
| <b>17.1.10.92</b>  | Out of state driver license check                 | Fully Capable |  |
| <b>17.1.10.93</b>  | Out of state driver license history               | Fully Capable |  |
| <b>17.1.10.94</b>  | Weapon/Concealed pistol license file              | Fully Capable |  |
| <b>17.1.10.95</b>  | WA Registration query                             | Fully Capable |  |
| <b>17.1.10.96</b>  | Out of state registration by license or VIN       | Fully Capable |  |
| <b>17.1.10.97</b>  | Out of state registration by name                 | Fully Capable |  |
| <b>17.1.10.98</b>  | NICS                                              | Fully Capable |  |
| <b>17.1.10.99</b>  | Query NICS denied transaction files               | Fully Capable |  |
| <b>17.1.10.100</b> | Query NICS record including all protection orders | Fully Capable |  |
| <b>17.1.10.101</b> | Query NICS record                                 | Fully Capable |  |

SR#\_

|                      |                                                                                                                                           |               |  |
|----------------------|-------------------------------------------------------------------------------------------------------------------------------------------|---------------|--|
| <b>17.1.10.102</b>   | NICS delay notification                                                                                                                   | Fully Capable |  |
| <b>17.1.10.103</b>   | NICS denial notification                                                                                                                  | Fully Capable |  |
| <b>17.1.10.104</b>   | NICS proceed notification                                                                                                                 | Fully Capable |  |
| <b>17.1.10.105</b>   | NICS denied overturn notification                                                                                                         | Fully Capable |  |
| <b>17.1.10.106</b>   | Query NICS index record                                                                                                                   | Fully Capable |  |
| <b>17.1.10.107</b>   | Enter NICS index record                                                                                                                   | Fully Capable |  |
| <b>17.1.10.108</b>   | Supplemental NICS index record                                                                                                            | Fully Capable |  |
| <b>17.1.10.109</b>   | ORI/Agency maintenance                                                                                                                    | Fully Capable |  |
| <b>18.0 Warrants</b> |                                                                                                                                           |               |  |
| <b>18.1.1</b>        | The system automatically generates a unique file number for each warrant entered.                                                         | Fully Capable |  |
| <b>18.1.2</b>        | The system's warrant module stores information on wanted persons, including:                                                              |               |  |
| <b>18.1.3</b>        | Name                                                                                                                                      | Fully Capable |  |
| <b>18.1.4</b>        | Date of birth                                                                                                                             | Fully Capable |  |
| <b>18.1.5</b>        | Address                                                                                                                                   | Fully Capable |  |
| <b>18.1.6</b>        | Charge                                                                                                                                    | Fully Capable |  |
| <b>18.1.7</b>        | Bail amount                                                                                                                               | Fully Capable |  |
| <b>18.1.8</b>        | Warrant number                                                                                                                            | Fully Capable |  |
| <b>18.1.9</b>        | Agency                                                                                                                                    | Fully Capable |  |
| <b>18.1.10</b>       | Type of warrant                                                                                                                           | Fully Capable |  |
| <b>18.1.11</b>       | Status of warrant                                                                                                                         | Fully Capable |  |
| <b>18.1.12</b>       | Extradition terms                                                                                                                         | Fully Capable |  |
| <b>18.1.13</b>       | The system allows users to enter narrative information for warrants.                                                                      | Fully Capable |  |
| <b>18.1.14</b>       | The system provides a visual alert if there is an active warrant for a person whenever a user accesses a name record for a wanted person. | Fully Capable |  |

SR#\_

|                               |                                                                                                                                                                                                                                                            |               |                                                              |
|-------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|--------------------------------------------------------------|
| 18.1.15                       | The system allows users the ability to produce warrant reports by geographical area (e.g., all active warrants for a particular district or beat), charges and bail information.                                                                           | Fully Capable |                                                              |
| 18.1.16                       | The system allows users to input multiple active warrants per person and multiple offenses per warrant.                                                                                                                                                    | Fully Capable |                                                              |
| 18.1.17                       | The system allows users to make changes to a warrant (e.g., enter, modify, clear or cancel, enter/view state messages) so that the changes are made in both the RMS and WACIC/NCIC from a single entry.                                                    | Fully Capable | See Technical Specifications B for NCIC related development. |
| 18.1.18                       | The system allows users to send/receive administrative messages from within the RMS to WACIC.                                                                                                                                                              | Fully Capable | See Technical Specifications B for NCIC related development. |
| 18.1.19                       | The system allows users to attach a scanned copy of the warrant to the warrant record.                                                                                                                                                                     | Fully Capable |                                                              |
| 18.1.20                       | The system allows users to query warrants by both name and type of charge.                                                                                                                                                                                 | Fully Capable |                                                              |
| <b>19.0 Protection Orders</b> |                                                                                                                                                                                                                                                            |               |                                                              |
| 19.1.1                        | The system contains a mechanism to enter and maintain protection orders including the following information:                                                                                                                                               |               |                                                              |
| 19.1.2                        | Court order number (to be able to have alphabet letters in that field)                                                                                                                                                                                     | Not Capable   |                                                              |
| 19.1.3                        | Status (active, expired, rescinded)                                                                                                                                                                                                                        | Not Capable   |                                                              |
| 19.1.4                        | Date received                                                                                                                                                                                                                                              | Not Capable   |                                                              |
| 19.1.5                        | Order type (there are eight different types)                                                                                                                                                                                                               | Not Capable   |                                                              |
| 19.1.6                        | Served (Yes/No)                                                                                                                                                                                                                                            | Not Capable   |                                                              |
| 19.1.7                        | Date of Service                                                                                                                                                                                                                                            | Not Capable   |                                                              |
| 19.1.8                        | Firearm prohibitor                                                                                                                                                                                                                                         | Not Capable   |                                                              |
| 19.1.9                        | Petitioner/Respondent (names, DOB, address)                                                                                                                                                                                                                | Not Capable   |                                                              |
| 19.1.10                       | Attachments                                                                                                                                                                                                                                                | Not Capable   |                                                              |
| 19.1.11                       | Validations notations                                                                                                                                                                                                                                      | Not Capable   |                                                              |
| <b>20.0 Training</b>          |                                                                                                                                                                                                                                                            |               |                                                              |
| 20.1.1                        | The system provides a training and test system that does not degrade the performance of the production RMS system.                                                                                                                                         | Fully Capable |                                                              |
| 20.1.2                        | The system's testing environment is as extensive as the system's production environment in order to enable new system configurations and system updates to be fully tested before implementing the changes in the training and/or production environments. | Fully Capable |                                                              |

SR#\_

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                          |               |  |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|--|
| 20.1.3                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | The system's training environment closely, if not exactly resembles (mirrors) the production system environment including pick lists, menu options, data entry forms, address validation procedures, etc.                                                                | Fully Capable |  |
| 20.1.4                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | The system's training environment is configurable to the same level as the production environment.                                                                                                                                                                       | Fully Capable |  |
| <b>21.0 Interfaces</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                          |               |  |
| <b>21.1 Hexagon CAD</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                          |               |  |
| <p><i>Vancouver police personnel are dispatched to calls for service through Clark Regional Emergency Services Agency (CRESA). The new system must interface with the CRESA CAD system which is a Hexagon product. The Contractor has indicated an interfacing tool is available to assist with the interface. Access to this information should be coordinated by contacting the purchasing contact listed in the RFP. Proposers are to briefly include comments describing their approach to building the interface including if any portions of the interface are built in conformance with the National Information Exchange Model standards and available data exchanges. Data from CAD will need to be sent automatically to the new system so that reports written by officers are automatically pre-populated with the following information:</i></p> |                                                                                                                                                                                                                                                                          |               |  |
| 21.1.1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | The proposer will provide the required connectivity between the RMS and the CAD system described above.                                                                                                                                                                  | Fully Capable |  |
| 21.1.2                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | When writing reports, the system will auto-populate the below listed information from CAD. Please indicate your response to this interface requirement. The below listed data fields are expected to be included in the interface and are provided for information only. | Fully Capable |  |
| 21.1.3                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Call date                                                                                                                                                                                                                                                                |               |  |
| 21.1.4                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Call time                                                                                                                                                                                                                                                                |               |  |
| 21.1.5                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Call location/address                                                                                                                                                                                                                                                    |               |  |
| 21.1.6                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Caller name                                                                                                                                                                                                                                                              |               |  |
| 21.1.7                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Caller phone number                                                                                                                                                                                                                                                      |               |  |
| 21.1.8                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Vehicle information                                                                                                                                                                                                                                                      |               |  |
| 21.1.9                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Case number                                                                                                                                                                                                                                                              |               |  |
| 21.1.10                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Call notes, with the option to import into the report                                                                                                                                                                                                                    |               |  |
| 21.1.11                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Queried driver's license information and vehicle registration information                                                                                                                                                                                                |               |  |
| 21.1.12                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Users can edit the information from CAD as needed.                                                                                                                                                                                                                       |               |  |
| <b>21.2 LInX Northwest</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                          |               |  |

SR#\_

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                        |                   |                                                                                                             |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|-------------------------------------------------------------------------------------------------------------|
| <i>The Law Enforcement Information Exchange Northwest is a system maintained by Northrop Grumman, used by numerous agencies to share criminal justice records. Participating agencies police reports are searchable via this system. The new RMS must interface with LInX NW to ensure continuity of this data sharing. Contact PublicSafety@ngc.com to obtain interfacing requirements to the LInX Northwest system.</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                        |                   |                                                                                                             |
| <b>21.2.1</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | The system will interface with LInX NW. Please indicate your response to this requirement.                                                             | Fully Capable     |                                                                                                             |
| <b>21.2.2</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | The system will enable a system administrator to select which fields/data sets in police reports are shared with LInX                                  | Fully Capable     |                                                                                                             |
| <b>21.2.3</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | This interface can be built to enable the automatic deletion of reports from LInX NW which have been deleted from the RMS.                             | Not Capable       |                                                                                                             |
| <b>21.3 City Attorney's Case Tracking System</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                        |                   |                                                                                                             |
| <i>The Vancouver City Attorney's Office and the Clark County Prosecutors Office both utilize case tracking systems. The City Attorney's office prosecutes misdemeanor crimes, traffic violations and ordinance violations. The County office prosecutes felony cases. This legacy system was built by Tiburon and is no longer supported. Limited information is available regarding this system's technical specifications. The County has indicated that their replacement vendor will most likely be Journal Technologies. The City's replacement vendor will most likely be Prosecution by Karpel. Prosecutors will manage their assigned cases in these systems. A Legal Assistant reviews each case as they come in and assigns them to an attorney. Data from police incident reports and CCSO booking forms are imported. Proposers are to include brief comments that describe their approach to building this interface including if any portions of the interface are built in conformance with the National Information Exchange Model standards and available data exchanges. The following data from police reports in the new system will need to be sent automatically to the case management system as follows:</i> |                                                                                                                                                        |                   |                                                                                                             |
| <b>21.3.1</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | The proposer will provide an interface between the RMS and the Prosecutors Case Tracking System.                                                       | Fully Capable     |                                                                                                             |
| <b>21.3.2</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Designated personnel in the prosecutor's office will receive an automated notification when new cases occur.                                           | Partially Capable | Mark43 can provide this functionality through interfacing with the agency's Case Tracking System of choice. |
| <b>21.3.3</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Designated personnel in the prosecutor's office must receive an automated notification anytime an existing case is updated with a supplemental report. | Partially Capable | Mark43 can provide this functionality through interfacing with the agency's Case Tracking System of choice. |
| <b>21.3.4</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Designated personnel in the prosecutor's office must receive an automated notification anytime a file is attached to an existing case in the new RMS.  | Partially Capable | Mark43 can provide this functionality through interfacing with the agency's Case Tracking System of         |

SR#\_

|                                               |                                                                                                               |                   |                                                                                                             |
|-----------------------------------------------|---------------------------------------------------------------------------------------------------------------|-------------------|-------------------------------------------------------------------------------------------------------------|
|                                               |                                                                                                               |                   | choice.                                                                                                     |
| 21.3.5                                        | A .PDF of the police report should be made available via the case tracking system.                            | Partially Capable | Mark43 can provide this functionality through interfacing with the agency's Case Tracking System of choice. |
| 21.3.6                                        | A .PDF of the Probable Cause statement should be made available via the case tracking system                  | Partially Capable | Mark43 can provide this functionality through interfacing with the agency's Case Tracking System of choice. |
| 21.3.7                                        | A .PDF of the traffic citation should be made available via the case management system                        | Partially Capable | Mark43 can provide this functionality through interfacing with the agency's Case Tracking System of choice. |
| 21.3.8                                        | The following data would be included in the interface and is provided for information only.                   |                   |                                                                                                             |
| 21.3.9                                        | Police case number                                                                                            |                   |                                                                                                             |
| 21.3.10                                       | The date of the report                                                                                        |                   |                                                                                                             |
| 21.3.11                                       | The date of the incident                                                                                      |                   |                                                                                                             |
| 21.3.12                                       | The time of the incident                                                                                      |                   |                                                                                                             |
| 21.3.13                                       | The date of arrest                                                                                            |                   |                                                                                                             |
| 21.3.14                                       | The time of arrest                                                                                            |                   |                                                                                                             |
| 21.3.15                                       | The location of the arrest                                                                                    |                   |                                                                                                             |
| 21.3.16                                       | The names of all persons listed in the police report                                                          |                   |                                                                                                             |
| 21.3.17                                       | The addresses of all persons listed in the police report                                                      |                   |                                                                                                             |
| 21.3.18                                       | The type of involvement each person has in the police report (i.e. victim, witness, defendant, etc.).         |                   |                                                                                                             |
| 21.3.19                                       | The phone numbers of all persons listed in the police report                                                  |                   |                                                                                                             |
| 21.3.20                                       | The email of all persons in the report                                                                        |                   |                                                                                                             |
| 21.3.21                                       | The name of the officer who wrote the report                                                                  |                   |                                                                                                             |
| 21.3.22                                       | The ID number of the officer who wrote the report                                                             |                   |                                                                                                             |
| 21.3.23                                       | The statute number(s) of the crime/traffic violation/ordinance violation for which the defendant was arrested |                   |                                                                                                             |
| 21.3.24                                       | The textual description of the crime/traffic violation/ordinance violation                                    |                   |                                                                                                             |
| 21.3.25                                       | The citation number                                                                                           |                   |                                                                                                             |
| <b>21.4 Clark County EIS System (Booking)</b> |                                                                                                               |                   |                                                                                                             |

SR#\_



|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                          |               |  |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|--|
| <p><i>The new RMS should interface with Clark County Sheriff's Office RMS/JMS system. See 8.0 herein for further information. See Appendix I. for options regarding this process. Vancouver Police Officers complete a web based data form prior to booking an inmate into the jail. This form includes the name and descriptive information about the inmate, charge information, and a probable cause statement. A system interface should include a mechanism to transfer arrest report data into the appropriate fields of the jail system data form, satisfying the booking information requirements. Further, after the booking process, an interface will retrieve the booking photo of the arrested person and insert the photo into the appropriate name record in the RMS.</i></p> |                                                                                                                                                                                                                                          |               |  |
| <b>21.4.1</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | The proposer will provide an interface between the RMS and the EIS system to provide the above described functionality. The below listed data fields are expected to be included in the interface and are provided for information only. | Fully Capable |  |
| <b>21.4.2</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Case number                                                                                                                                                                                                                              |               |  |
| <b>21.4.3</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | ORI                                                                                                                                                                                                                                      |               |  |
| <b>21.4.4</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Agency ("VPD")                                                                                                                                                                                                                           |               |  |
| <b>21.4.5</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Arrestee name                                                                                                                                                                                                                            |               |  |
| <b>21.4.6</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Arrestee personal identifiers (DOB, SSN, License)                                                                                                                                                                                        |               |  |
| <b>21.4.7</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Arrestee physical descriptors                                                                                                                                                                                                            |               |  |
| <b>21.4.8</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Arrestee AKA                                                                                                                                                                                                                             |               |  |
| <b>21.4.9</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Arrestee address                                                                                                                                                                                                                         |               |  |
| <b>21.4.10</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Arrestee contact information                                                                                                                                                                                                             |               |  |
| <b>21.4.11</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Comments/notes                                                                                                                                                                                                                           |               |  |
| <b>21.4.12</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Arrest location/address                                                                                                                                                                                                                  |               |  |
| <b>21.4.13</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Incident location/address                                                                                                                                                                                                                |               |  |
| <b>21.4.14</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Arresting officer name and ID number                                                                                                                                                                                                     |               |  |
| <b>21.4.15</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Transport officer name and ID number                                                                                                                                                                                                     |               |  |
| <b>21.4.16</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Date of arrest                                                                                                                                                                                                                           |               |  |
| <b>21.4.17</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | State statute number and violation description/title                                                                                                                                                                                     |               |  |
| <b>21.4.18</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Intake triage questions as follows:                                                                                                                                                                                                      |               |  |
| <b>21.4.19</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Does arrestee have any observable medical problems                                                                                                                                                                                       |               |  |
| <b>21.4.20</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Does arrestee have any observable mental health problems                                                                                                                                                                                 |               |  |
| <b>21.4.21</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Does arrestee show any signs of suicidal behavior                                                                                                                                                                                        |               |  |
| <b>21.4.22</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Has the arrestee shown any escape potential or violence propensity behaviors                                                                                                                                                             |               |  |
| <b>21.4.23</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Does the transporting officer have any information which we need to know concerning the arrestee                                                                                                                                         |               |  |

SR#\_

|                                                                                                                                                                                                                                                                             |                                                                                                                                                             |               |  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|--|
| 21.4.24                                                                                                                                                                                                                                                                     | Did the subject resist arrest and was force used for approximately 3 minutes or longer                                                                      |               |  |
| 21.4.25                                                                                                                                                                                                                                                                     | Did it take more than one officer to restrain the subject                                                                                                   |               |  |
| 21.4.26                                                                                                                                                                                                                                                                     | Did the subject demonstrate extraordinary strength or stamina                                                                                               |               |  |
| 21.4.27                                                                                                                                                                                                                                                                     | Has the subject been completely conscious and aware of person, place, time and event, and responding appropriately to questions                             |               |  |
| 21.4.28                                                                                                                                                                                                                                                                     | Does the subject appear flushed and/or did they sweat profusely before, during or since arrest                                                              |               |  |
| 21.4.29                                                                                                                                                                                                                                                                     | If EMS personnel obtained vital signs, were those signs reported to you as significantly abnormal                                                           |               |  |
| 21.4.30                                                                                                                                                                                                                                                                     | Are you aware of any indication that the subject has recently ingested drugs and/or has a history of mental illness                                         |               |  |
| <b>21.5 SECTOR</b>                                                                                                                                                                                                                                                          |                                                                                                                                                             |               |  |
| <i>Officers write citations and traffic collisions in the state's SECTOR system. An interface will be required to enable information from collision reports and citations to be imported into the RMS via the Electronic Traffic Information Processing (eTRIP) system.</i> |                                                                                                                                                             |               |  |
| 21.5.1                                                                                                                                                                                                                                                                      | The proposer will provide an interface between the RMS and the eTRIP system that will enable collision report data to be imported into the RMS from SECTOR. | Fully Capable |  |
| 21.5.2                                                                                                                                                                                                                                                                      | The proposer will provide an interface between the RMS and the eTRIP system that will enable traffic citation data to be imported into the RMS from SECTOR. | Fully Capable |  |
| 21.5.3                                                                                                                                                                                                                                                                      | The below listed citation data fields are expected to be included in the interface and are provided for information only.                                   |               |  |
| 21.5.4                                                                                                                                                                                                                                                                      | Case number                                                                                                                                                 |               |  |
| 21.5.5                                                                                                                                                                                                                                                                      | Witnesses (Y or N field)                                                                                                                                    |               |  |
| 21.5.6                                                                                                                                                                                                                                                                      | Plaintiff                                                                                                                                                   |               |  |
| 21.5.7                                                                                                                                                                                                                                                                      | Court jurisdiction                                                                                                                                          |               |  |
| 21.5.8                                                                                                                                                                                                                                                                      | Date                                                                                                                                                        |               |  |
| 21.5.9                                                                                                                                                                                                                                                                      | Location                                                                                                                                                    |               |  |
| 21.5.10                                                                                                                                                                                                                                                                     | Speeding (Y or N field)                                                                                                                                     |               |  |
| 21.5.11                                                                                                                                                                                                                                                                     | Speed                                                                                                                                                       |               |  |
| 21.5.12                                                                                                                                                                                                                                                                     | Posted speed                                                                                                                                                |               |  |
| 21.5.13                                                                                                                                                                                                                                                                     | Measuring method                                                                                                                                            |               |  |

SR#\_

|         |                                                                                                                             |  |  |
|---------|-----------------------------------------------------------------------------------------------------------------------------|--|--|
| 21.5.14 | Vehicle information (Y or N field)                                                                                          |  |  |
| 21.5.15 | Work Zone (Y or N field)                                                                                                    |  |  |
| 21.5.16 | School Zone (Y or N field)                                                                                                  |  |  |
| 21.5.17 | In car video (Y or N field)                                                                                                 |  |  |
| 21.5.18 | Special program (Y or N field)                                                                                              |  |  |
| 21.5.19 | Misc Information (Y or N field)                                                                                             |  |  |
| 21.5.20 | Interpreter needed (Y or N field)                                                                                           |  |  |
| 21.5.21 | Violator name                                                                                                               |  |  |
| 21.5.22 | Violator address                                                                                                            |  |  |
| 21.5.23 | Violator driver's license number                                                                                            |  |  |
| 21.5.24 | Violator phone number                                                                                                       |  |  |
| 21.5.25 | Violator physical descriptors                                                                                               |  |  |
| 21.5.26 | Violators emploment information (name of business)                                                                          |  |  |
| 21.5.27 | Vehicle information                                                                                                         |  |  |
| 21.5.28 | Trailer information                                                                                                         |  |  |
| 21.5.29 | State statute violation number, title, penalty amount                                                                       |  |  |
| 21.5.30 | Notes                                                                                                                       |  |  |
| 21.5.31 | Traffic condition                                                                                                           |  |  |
| 21.5.32 | Weather condition                                                                                                           |  |  |
| 21.5.33 | Street condition                                                                                                            |  |  |
| 21.5.34 | Light condition                                                                                                             |  |  |
| 21.5.35 | Witnesss information                                                                                                        |  |  |
| 21.5.36 | Officer name, ID number                                                                                                     |  |  |
| 21.5.37 | Voided citation information (reason for void)                                                                               |  |  |
| 21.5.38 | The below listed collisions data fields are expected to be included in the interface and are provided for information only. |  |  |
| 21.5.39 | Number of vehicles involved                                                                                                 |  |  |
| 21.5.40 | Number of bicycles involved                                                                                                 |  |  |
| 21.5.41 | Number of pedestrians involved                                                                                              |  |  |
| 21.5.42 | Special circumstances involved (hit and run, Fire, Witness Y or N questions)                                                |  |  |
| 21.5.43 | Commercial vehicle involved (Y or N field)                                                                                  |  |  |
| 21.5.44 | Address/location information                                                                                                |  |  |
| 21.5.45 | Intersection information                                                                                                    |  |  |
| 21.5.46 | Vehicle information                                                                                                         |  |  |
| 21.5.47 | Persons involved information                                                                                                |  |  |

SR#\_

|                                                                                                                                                                             |                                                                                                                     |               |                                                                    |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------|---------------|--------------------------------------------------------------------|
| <b>21.5.48</b>                                                                                                                                                              | Vehicle safety equipment information                                                                                |               |                                                                    |
| <b>21.5.49</b>                                                                                                                                                              | Contributing causes                                                                                                 |               |                                                                    |
| <b>21.5.50</b>                                                                                                                                                              | Driver's license information                                                                                        |               |                                                                    |
| <b>21.5.51</b>                                                                                                                                                              | Traffic condition                                                                                                   |               |                                                                    |
| <b>21.5.52</b>                                                                                                                                                              | Weather condition                                                                                                   |               |                                                                    |
| <b>21.5.53</b>                                                                                                                                                              | Street condition                                                                                                    |               |                                                                    |
| <b>21.5.54</b>                                                                                                                                                              | Light condition                                                                                                     |               |                                                                    |
| <b>21.5.55</b>                                                                                                                                                              | Case number                                                                                                         |               |                                                                    |
| <b>21.5.56</b>                                                                                                                                                              | Date/time of collision                                                                                              |               |                                                                    |
| <b>21.5.57</b>                                                                                                                                                              | Date/time of dispatch                                                                                               |               |                                                                    |
| <b>21.5.58</b>                                                                                                                                                              | Date/time of arrival                                                                                                |               |                                                                    |
| <b>21.5.59</b>                                                                                                                                                              | Officer name, ID number                                                                                             |               |                                                                    |
| <b>21.5.60</b>                                                                                                                                                              | Supervisor name, ID number                                                                                          |               |                                                                    |
| <b>21.5.61</b>                                                                                                                                                              | Property damaged information                                                                                        |               |                                                                    |
| <b>21.5.62</b>                                                                                                                                                              | Trailer information                                                                                                 |               |                                                                    |
| <b>21.6 ACCESS/WACIC</b>                                                                                                                                                    |                                                                                                                     |               |                                                                    |
| <i>The RMS must interface with ACCESS, as described on p. 7 of the RFP. Also see section 4.0 and 17.1.10 in this document for specifications related to this interface.</i> |                                                                                                                     |               |                                                                    |
| <b>21.6.1</b>                                                                                                                                                               | The system will interface with ACCESS. Please include comments describing your approach to enabling this interface. | Fully Capable | Mark43 is capable of interfacing with ACCESS through its open API. |
| <b>21.7 Accurint Crime Analysis</b>                                                                                                                                         |                                                                                                                     |               |                                                                    |
| <i>The RMS must interface with the Accurint Crime Analysis application. Data translation tables and schema are available upon request.</i>                                  |                                                                                                                     |               |                                                                    |
| <b>21.7.1</b>                                                                                                                                                               | The system will interface with the Accurint Crime Analysis application                                              | Fully Capable |                                                                    |

SR#\_

## **I. Technical Specifications (cont'd.)**

### **B. As further specified and agreed.**

In addition to the capabilities identified above, the Parties hereby agree that Contractor shall deliver to the City the "Cloud Software Service for Law Enforcement" including the following further technical specifications:

#### **On or about Launch (Date: Identified in Contract/Assumption is Jan 1, 2020)**

- Ability to delete property items with proper privileges
- Enhance release tracking abilities - for supplemental releases, the system should identify new reports rather than the releaser needing to review old releases to see what was included in prior releases.
- Enhance release tracking abilities - enable the ability to select individual attachments for release or not (example, we may not release photos).
- Ensure NCIC/WACIC capability captures the necessary information to pass Washington's "CJIS Security Compliance (NCIC/WACIC)" audit with no exceptions.
- REMOVED: Prosecution by Karpel is removed from Technical Specifications (this list) and added to existing list of required interfaces. The interface/development fee for Prosecution By Karpel and/or Journal Technologies is \$25,000.00.
- Create the ability to scan current barcodes and migrate all data from Quetel system to appropriate fields in the new Mark43 property/evidence system. Similar to Clackamas County Sheriff Office.

#### **Year: 2020**

- Create ability to directly name and add notes to attachments (Q1).
- Formatting bar should remain visible when typing a long text document. Currently, bold/underline/etc. disappears as the screen scrolls to accommodate additional lines of text. (Q2).
- Create the ability for an item to be transferred back into the system. If an item has been transferred out for disposition, it cannot be transferred back into the system (returned to owner, transferred to the FBI or ATF, etc.). The item has to be recreated and entered as a new item. (Q2).
- Create the ability to change incorrect case number on property, to maintain the chain of custody. (Q2).
- Create a denomination counting ability for currency that is submitted to the property room. (Q3).
- Enhance the quick search feature - when searching for a license plate "123ABC," we found that a search of "123" returned records including the license plate. However, a search of "23A" did not return the license plate. A similar search involving social security numbers

SR#\_

and other similar data did not have the same flaw. Correct the logic to return license plate records when partial license plates are searched. Wildcard searches would be ideal. (Q4).

- Create the ability to sort a property list by location. Currently, pulling evidence from a large case would be time consuming because of the inability to sort by location in the warehouse (Q4).

#### **Year: 2021**

- Create the ability to print letters with the case number, name, items(s) and have the retention date auto populated - notation in chain of custody that a letter was sent, and each letter needs a configurable date.
- Create the ability to apply different retention schedules to items within the same case. Currently, the system applies the same retention schedule to all items, and it is a five step process to disposition a piece of found or safekeeping property if those items are contained within a case that has evidence items.
- Enhance the way the system prompts an evidence technician to make corrections to an item if it is inventoried in the wrong location. The alerts are not loud enough and do not remain on the screen.
- Create the ability to add an item to an inventory if it is found at a later time. Currently, a technician has to rescan the entire location during inventory if a missing item is found at a later time.
- Create the ability for the system to generate a report to track evidence functions per employee. There is currently not a way for management to see what a specific employee is doing as far as dispositions or evidence intake.
- Enable report to display more information when in “view only” mode. For example, the person profile should show name, date of births, address, and phone number. Vehicle profile should show vehicle year, make, model, color, and license plate (including state).
- Create the ability for records to add “records notes” to a report without triggering the approval process.
- Create the ability to privatize attachments.
- Create the ability to duplicate all information from one offense to an additional offense without having to re-enter the information. Currently, there is too much duplicated effort. Or, create the ability to add multiple offenses under one batch of header information when the happen at one time and at one location.
- Create the ability for a lead detective to organize a case file including re-ordering supplemental reports.

#### **Mark43 Data Lake:**

- A. With the basic tier of Mark43 Data Lake, City would receive a standard, read-only replica, access for six (6) users; no customization is included. Upgraded tiers can be purchased for additional fees.

SR#\_

- B. If City elects to purchase Mark43 Data Lake, the Parties agree to evaluate the requirements together and agree on a time frame for completion. City understands and agrees that third party service providers may impose additional license, warranty and other terms on City. City agrees to enter into additional agreements as reasonably required by such third parties and Contractor, which may include a different warranty/SLA addressing uptime and maintenance.
- C. Contractor shall provide City Data through an interface suitable to the needs of City and allow City to develop additional applications using such data. To allow for the functioning of any applications using data through the API, Contractor will notify City in advance of any changes in the formatting of the API no later than seven (7) days prior to the change. Nothing in the Agreement shall preclude City from retrieving City Data from the Mark43 Data Lake using the retrieval methods commercially available through Amazon Web Service (AWS) as provided by Mark43.

**Scheduled Download of Attachments:**

Throughout the Term of this Agreement, Contractor shall permit and provide reasonable assistance for the City to download all attachments to police reports for backup purposes. Complete downloads of all City attachments shall occur one (1) time every four (4) months at no additional cost to the City. Additional downloads, beyond one (1) download every four (4) months, can be produced for an additional cost of \$5,000.00 per complete download.

**WACIC/NCIC:**

- 2019: Warrants Entries, Protection Order Entries (Ready at Launch)
- 2020: Stand Alone Inquiries in RMS (Person, Vehicle, Article, Boat, Gun, Warrants, PO's)
- 2021: Missing Person Entries
- 2022 - Property Entries, Vehicles Entries, Gun Entries

Additional entries will be completed after the build schedule listed above.

CommSys will supplement this functionality. Updated training will be provided as new features are released. The Services will include:

1. 237 user licenses for inquiries to WACIC and NCIC
2. 79 device licenses for full WACIC and NCIC transaction ability

SR#\_



**Addendum 1 – CJIS Security Addendum**

(Attached.)

SR#\_

**FEDERAL BUREAU OF INVESTIGATION  
CRIMINAL JUSTICE INFORMATION SERVICES  
SECURITY ADDENDUM**

**Legal Authority for and Purpose and Genesis of the  
Security Addendum**

Traditionally, law enforcement and other criminal justice agencies have been responsible for the confidentiality of their information. Accordingly, until mid-1999, the Code of Federal Regulations Title 28, Part 20, subpart C, and the National Crime Information Center (NCIC) policy paper approved December 6, 1982, required that the management and exchange of criminal justice information be performed by a criminal justice agency or, in certain circumstances, by a noncriminal justice agency under the management control of a criminal justice agency.

In light of the increasing desire of governmental agencies to contract with private entities to perform administration of criminal justice functions, the FBI sought and obtained approval from the United States Department of Justice (DOJ) to permit such privatization of traditional law enforcement functions under certain controlled circumstances. In the Federal Register of May 10, 1999, the FBI published a Notice of Proposed Rulemaking, announcing as follows:

1. Access to CHRI [Criminal History Record Information] and Related Information, Subject to Appropriate Controls, by a Private Contractor Pursuant to a Specific Agreement with an Authorized Governmental Agency To Perform an Administration of Criminal Justice Function (Privatization). Section 534 of title 28 of the United States Code authorizes the Attorney General to exchange identification, criminal identification, crime, and other records for the official use of authorized officials of the federal government, the states, cities, and penal and other institutions. This statute also provides, however, that such exchanges are subject to cancellation if dissemination is made outside the receiving departments or related agencies. Agencies authorized access to CHRI traditionally have been hesitant to disclose that information, even in furtherance of authorized criminal justice functions, to anyone other than actual agency employees lest such disclosure be viewed as unauthorized. In recent years, however, governmental agencies seeking greater efficiency and economy have become increasingly interested in obtaining support services for the administration of criminal justice from the private sector. With the concurrence of the FBI's Criminal Justice Information Services (CJIS) Advisory Policy Board, the DOJ has concluded that disclosures to private persons and entities providing support services for criminal justice agencies may, when subject to appropriate controls, properly be viewed as permissible disclosures for purposes of compliance with 28 U.S.C. 534.

We are therefore proposing to revise 28 CFR 20.33(a)(7) to provide express authority for such arrangements. The proposed authority is similar to the authority that already exists in 28 CFR 20.21(b)(3) for state and local CHRI systems. Provision of CHRI under this authority would only be permitted pursuant to a specific agreement with an authorized governmental agency for the purpose of providing services for the administration of criminal justice. The agreement would be required to incorporate a security addendum approved by the Director of the FBI (acting for the Attorney General). The security

addendum would specifically authorize access to CHRI, limit the use of the information to the specific purposes for which it is being provided, ensure the security and confidentiality of the information consistent with applicable laws and regulations, provide for sanctions, and contain such other provisions as the Director of the FBI (acting for the Attorney General) may require. The security addendum, buttressed by ongoing audit programs of both the FBI and the sponsoring governmental agency, will provide an appropriate balance between the benefits of privatization, protection of individual privacy interests, and preservation of the security of the FBI's CHRI systems.

The FBI will develop a security addendum to be made available to interested governmental agencies. We anticipate that the security addendum will include physical and personnel security constraints historically required by NCIC security practices and other programmatic requirements, together with personal integrity and electronic security provisions comparable to those in NCIC User Agreements between the FBI and criminal justice agencies, and in existing Management Control Agreements between criminal justice agencies and noncriminal justice governmental entities. The security addendum will make clear that access to CHRI will be limited to those officers and employees of the private contractor or its subcontractor who require the information to properly perform services for the sponsoring governmental agency, and that the service provider may not access, modify, use, or disseminate such information for inconsistent or unauthorized purposes.

Consistent with such intent, Title 28 of the Code of Federal Regulations (C.F.R.) was amended to read:

§ 20.33 Dissemination of criminal history record information.

- a) Criminal history record information contained in the Interstate Identification Index (III) System and the Fingerprint Identification Records System (FIRS) may be made available:
  - 1) To criminal justice agencies for criminal justice purposes, which purposes include the screening of employees or applicants for employment hired by criminal justice agencies.
  - 2) To noncriminal justice governmental agencies performing criminal justice dispatching functions or data processing/information services for criminal justice agencies; and
  - 3) To private contractors pursuant to a specific agreement with an agency identified in paragraphs (a)(1) or (a)(6) of this section and for the purpose of providing services for the administration of criminal justice pursuant to that agreement. The agreement must incorporate a security addendum approved by the Attorney General of the United States, which shall specifically authorize access to criminal history record information, limit the use of the information to the purposes for which it is provided, ensure the security and confidentiality of the information consistent with these regulations, provide for sanctions, and contain such other provisions as the Attorney General may require. The power

and authority of the Attorney General hereunder shall be exercised by the FBI Director (or the Director's designee).

This Security Addendum, appended to and incorporated by reference in a government-private sector contract entered into for such purpose, is intended to insure that the benefits of privatization are not attained with any accompanying degradation in the security of the national system of criminal records accessed by the contracting private party. This Security Addendum addresses both concerns for personal integrity and electronic security which have been addressed in previously executed user agreements and management control agreements.

A government agency may privatize functions traditionally performed by criminal justice agencies (or noncriminal justice agencies acting under a management control agreement), subject to the terms of this Security Addendum. If privatized, access by a private contractor's personnel to NCIC data and other CJIS information is restricted to only that necessary to perform the privatized tasks consistent with the government agency's function and the focus of the contract. If privatized the contractor may not access, modify, use or disseminate such data in any manner not expressly authorized by the government agency in consultation with the FBI.

**FEDERAL BUREAU OF INVESTIGATION**  
**CRIMINAL JUSTICE INFORMATION SERVICES**  
**SECURITY ADDENDUM**

The goal of this document is to augment the CJIS Security Policy to ensure adequate security is provided for criminal justice systems while (1) under the control or management of a private entity or (2) connectivity to FBI CJIS Systems has been provided to a private entity (contractor). Adequate security is defined in Office of Management and Budget Circular A-130 as “security commensurate with the risk and magnitude of harm resulting from the loss, misuse, or unauthorized access to or modification of information.”

The intent of this Security Addendum is to require that the Contractor maintain a security program consistent with federal and state laws, regulations, and standards (including the CJIS Security Policy in effect when the contract is executed), as well as with policies and standards established by the Criminal Justice Information Services (CJIS) Advisory Policy Board (APB).

This Security Addendum identifies the duties and responsibilities with respect to the installation and maintenance of adequate internal controls within the contractual relationship so that the security and integrity of the FBI's information resources are not compromised. The security program shall include consideration of personnel security, site security, system security, and data security, and technical security.

The provisions of this Security Addendum apply to all personnel, systems, networks and support facilities supporting and/or acting on behalf of the government agency.

**1.00 Definitions**

**1.01 Contracting Government Agency (CGA)** - the government agency, whether a Criminal Justice Agency or a Noncriminal Justice Agency, which enters into an agreement with a private contractor subject to this Security Addendum.

**1.02 Contractor** - a private business, organization or individual which has entered into an agreement for the administration of criminal justice with a Criminal Justice Agency or a Noncriminal Justice Agency.

**2.00 Responsibilities of the Contracting Government Agency.**

**2.01** The CGA will ensure that each Contractor employee receives a copy of the Security Addendum and the CJIS Security Policy and executes an acknowledgment of such receipt and the contents of the Security Addendum. The signed acknowledgments shall remain in the possession of the CGA and available for audit purposes. The acknowledgement may be signed by hand or via digital signature (see glossary for definition of digital signature).

**3.00 Responsibilities of the Contractor.**

**3.01** The Contractor will maintain a security program consistent with federal and state laws, regulations, and standards (including the CJIS Security Policy in effect when the contract is executed and all subsequent versions), as well as with policies and standards established by the Criminal Justice Information Services (CJIS) Advisory Policy Board (APB).

**4.00 Security Violations.**

4.01 The CGA must report security violations to the CJIS Systems Officer (CSO) and the Director, FBI, along with indications of actions taken by the CGA and Contractor.

4.02 Security violations can justify termination of the appended agreement.

4.03 Upon notification, the FBI reserves the right to:

- a. Investigate or decline to investigate any report of unauthorized use;
- b. Suspend or terminate access and services, including telecommunications links. The FBI will provide the CSO with timely written notice of the suspension. Access and services will be reinstated only after satisfactory assurances have been provided to the FBI by the CGA and Contractor. Upon termination, the Contractor's records containing CHRI must be deleted or returned to the CGA.

#### 5.00 Audit

5.01 The FBI is authorized to perform a final audit of the Contractor's systems after termination of the Security Addendum.

#### 6.00 Scope and Authority

6.01 This Security Addendum does not confer, grant, or authorize any rights, privileges, or obligations on any persons other than the Contractor, CGA, CJA (where applicable), CSA, and FBI.

6.02 The following documents are incorporated by reference and made part of this agreement: (1) the Security Addendum; (2) the NCIC 2000 Operating Manual; (3) the CJIS Security Policy; and (4) Title 28, Code of Federal Regulations, Part 20. The parties are also subject to applicable federal and state laws and regulations.

6.03 The terms set forth in this document do not constitute the sole understanding by and between the parties hereto; rather they augment the provisions of the CJIS Security Policy to provide a minimum basis for the security of the system and contained information and it is understood that there may be terms and conditions of the appended Agreement which impose more stringent requirements upon the Contractor.

6.04 This Security Addendum may only be modified by the FBI, and may not be modified by the parties to the appended Agreement without the consent of the FBI.

6.05 All notices and correspondence shall be forwarded by First Class mail to:

Information Security Officer

Criminal Justice Information Services Division, FBI

1000 Custer Hollow Road

Clarksburg, West Virginia 26306

**FEDERAL BUREAU OF INVESTIGATION  
CRIMINAL JUSTICE INFORMATION SERVICES  
SECURITY ADDENDUM**

**CERTIFICATION**

I hereby certify that I am familiar with the contents of (1) the Security Addendum, including its legal authority and purpose; (2) the NCIC Operating Manual; (3) the CJIS Security Policy; and (4) Title 28, Code of Federal Regulations, Part 20, and agree to be bound by their provisions.

I recognize that criminal history record information and related data, by its very nature, is sensitive and has potential for great harm if misused. I acknowledge that access to criminal history record information and related data is therefore limited to the purpose(s) for which a government agency has entered into the contract incorporating this Security Addendum. I understand that misuse of the system by, among other things: accessing it without authorization; accessing it by exceeding authorization; accessing it for an improper purpose; using, disseminating or re-disseminating information received as a result of this contract for a purpose other than that envisioned by the contract, may subject me to administrative and criminal penalties. I understand that accessing the system for an appropriate purpose and then using, disseminating or re-disseminating the information received for another purpose other than execution of the contract also constitutes misuse. I further understand that the occurrence of misuse does not depend upon whether or not I receive additional compensation for such authorized activity. Such exposure for misuse includes, but is not limited to, suspension or loss of employment and prosecution for state and federal crimes.

\_\_\_\_\_  
Printed Name/Signature of Contractor Employee

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name/Signature of Contractor Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Organization and Title of Contractor Representative



## II. Schedule of Services

### A. Project Timeline:

| Task Name                                       | Duration    | Start           | Finish          |
|-------------------------------------------------|-------------|-----------------|-----------------|
| <b>Phase 1: Planning</b>                        | <b>66d</b>  | <b>06/17/19</b> | <b>09/16/19</b> |
| Project Kickoff                                 | 33d         | 06/17/19        | 07/31/19        |
| Contract Signing                                | 1d          | 06/17/19        | 06/17/19        |
| Schedule Project Kickoff Meeting                | 5d          | 06/18/19        | 06/24/19        |
| Hold Project Kickoff Meeting                    | 1d          | 07/04/19        | 07/04/19        |
| Send Pre-Department Assessment Questionnaires   | 1d          | 07/08/19        | 07/08/19        |
| Review Pre-Department Assessment Questionnaires | 10d         | 07/18/19        | 07/31/19        |
| RMS Implementation                              | 42d         | 07/19/19        | 09/16/19        |
| Project Management                              | 34d         | 07/19/19        | 09/04/19        |
| Submit Background Check Information             | 3d          | 07/19/19        | 07/23/19        |
| Confirm Priority Employees are Cleared          | 1d          | 09/04/19        | 09/04/19        |
| RMS - Requirements & Scoping                    | 39d         | 07/24/19        | 09/16/19        |
| Department Assessment                           | 37d         | 07/26/19        | 09/16/19        |
| Schedule Department Assessment                  | 3d          | 07/26/19        | 07/30/19        |
| Send Department Assessment Agenda               | 3d          | 08/05/19        | 08/07/19        |
| Conduct Department Assessment                   | 3d          | 08/15/19        | 08/19/19        |
| Confirm Assessment Findings                     | 10d         | 09/03/19        | 09/16/19        |
| Interfaces Kickoff                              | 11d         | 07/24/19        | 08/07/19        |
| Determine Interface List                        | 3d          | 07/24/19        | 07/26/19        |
| Assign Priority for Each Interface              | 2d          | 07/29/19        | 07/30/19        |
| Finalize Interface Priority List                | 1d          | 08/07/19        | 08/07/19        |
| Data Migration Kickoff                          | 3d          | 07/29/19        | 07/31/19        |
| Fill out Data Migration Assessment Form         | 3d          | 07/29/19        | 07/31/19        |
| <b>Phase 2: Develop &amp; Implement</b>         | <b>174d</b> | <b>09/12/19</b> | <b>05/12/20</b> |
| RMS Configuration                               | 85d         | 10/01/19        | 01/27/20        |
| Configure Users and Roles                       | 10d         | 10/08/19        | 10/21/19        |
| Report Types                                    | 20d         | 10/08/19        | 11/04/19        |
| Configure Offense / Incident Report             | 20d         | 10/08/19        | 11/04/19        |
| Configure Arrest Report                         | 20d         | 10/08/19        | 11/04/19        |
| Configure Citation Report                       | 20d         | 10/08/19        | 11/04/19        |
| Configure Field Contact Report                  | 20d         | 10/08/19        | 11/04/19        |

SR#\_

|                                                      |      |          |          |
|------------------------------------------------------|------|----------|----------|
| Configure Missing Persons Report                     | 20d  | 10/08/19 | 11/04/19 |
| Configure Supplement Report                          | 20d  | 10/08/19 | 11/04/19 |
| Configure Use of Force Report                        | 20d  | 10/08/19 | 11/04/19 |
| Configure Additional Information Report(s)           | 20d  | 10/08/19 | 11/04/19 |
| Configure Community Information Report               | 20d  | 10/08/19 | 11/04/19 |
| Configure Impound Report                             | 20d  | 10/08/19 | 11/04/19 |
| Configure Tow Vehicle Report                         | 20d  | 10/08/19 | 11/04/19 |
| Configure Traffic Crash Report                       | 20d  | 10/08/19 | 11/04/19 |
| Case Management                                      | 15d  | 11/19/19 | 12/09/19 |
| Configure Case Types                                 | 15d  | 11/19/19 | 12/09/19 |
| Evidence                                             | 30d  | 12/17/19 | 01/27/20 |
| Configure Evidence Label                             | 5d   | 12/17/19 | 12/23/19 |
| Configure Signature & Notification Settings          | 5d   | 12/17/19 | 12/23/19 |
| Begin Printer Setup                                  | 20d  | 12/17/19 | 01/13/20 |
| Determine if vehicles should be included in evidence | 3d   | 12/17/19 | 12/19/19 |
| Map Evidence Locations                               | 30d  | 12/17/19 | 01/27/20 |
| Configure Retention Policies                         | 20d  | 12/17/19 | 01/13/20 |
| Configure Disposition Setting Approvals              | 20d  | 12/17/19 | 01/13/20 |
| Configure Evidence Receipts                          | 20d  | 12/17/19 | 01/13/20 |
| Confirm Evidence Hardware setup is complete          | 20d  | 12/17/19 | 01/13/20 |
| Offense Codes                                        | 33d  | 10/01/19 | 11/14/19 |
| Obtain State Statutes                                | 5d   | 10/01/19 | 10/07/19 |
| Obtain Municipal Codes                               | 3d   | 10/08/19 | 10/10/19 |
| Configure Offense Codes                              | 10d  | 10/11/19 | 10/24/19 |
| Review & Validate Offense Codes                      | 10d  | 11/01/19 | 11/14/19 |
| IT Configuration                                     | 10d  | 11/29/19 | 12/12/19 |
| Upload Department Shapefiles                         | 7d   | 11/29/19 | 12/09/19 |
| Configure Department Profile                         | 2d   | 11/29/19 | 12/02/19 |
| Add Department Locations                             | 2d   | 11/29/19 | 12/02/19 |
| Whitelist IP Addresses                               | 5d   | 11/29/19 | 12/05/19 |
| Update Department login photo                        | 1d   | 11/29/19 | 11/29/19 |
| Configure Location Aliases                           | 10d  | 11/29/19 | 12/12/19 |
| Data Migration                                       | 120d | 09/12/19 | 02/26/20 |
| VPN Access                                           | 5d   | 09/12/19 | 09/18/19 |
| Database Access                                      | 30d  | 10/03/19 | 11/13/19 |
| Data Migration Tenant                                | 5d   | 11/19/19 | 11/25/19 |
| Attribute Mapping                                    | 15d  | 12/12/19 | 01/01/20 |

SR#\_

|                                             |             |                 |                 |
|---------------------------------------------|-------------|-----------------|-----------------|
| User Migration                              | 5d          | 01/16/20        | 01/22/20        |
| Reports Migration                           | 30d         | 01/16/20        | 02/26/20        |
| Locations Migration                         | 15d         | 01/16/20        | 02/05/20        |
| Person Migration                            | 20d         | 01/16/20        | 02/12/20        |
| Case Migration                              | 20d         | 01/16/20        | 02/12/20        |
| Evidence Migration                          | 20d         | 01/16/20        | 02/12/20        |
| Attachment Migration                        | 30d         | 01/16/20        | 02/26/20        |
| Interface Development                       | 88d         | 10/01/19        | 01/30/20        |
| Draft ICD                                   | 10d         | 10/01/19        | 10/14/19        |
| Approve ICD                                 | 5d          | 10/22/19        | 10/28/19        |
| Develop Interface                           | 30d         | 11/12/19        | 12/23/19        |
| Interface Testing and Validation            | 15d         | 12/31/19        | 01/20/20        |
| Interface Sign-off and Approval             | 3d          | 01/28/20        | 01/30/20        |
| User Acceptance Testing                     | 70d         | 11/19/19        | 02/24/20        |
| Test Patrol Workflows                       | 10d         | 11/19/19        | 12/02/19        |
| Test Records Workflows                      | 10d         | 11/19/19        | 12/02/19        |
| Test Evidence Workflows                     | 10d         | 02/11/20        | 02/24/20        |
| Test Detective Workflows                    | 10d         | 12/24/19        | 01/06/20        |
| Policy & Change Management                  | 46d         | 03/10/20        | 05/12/20        |
| Draft General Orders and Policy Changes     | 20d         | 03/10/20        | 04/06/20        |
| Review / Approve Policy Changes             | 10d         | 04/10/20        | 04/23/20        |
| Publish / Disseminate Policy Changes        | 10d         | 04/29/20        | 05/12/20        |
| <b>Phase 3: Deploy</b>                      | <b>149d</b> | <b>02/04/20</b> | <b>08/28/20</b> |
| Training                                    | 95d         | 02/04/20        | 06/15/20        |
| Schedule Train-the-Trainer                  | 5d          | 02/04/20        | 02/10/20        |
| Develop Training Materials                  | 30d         | 02/11/20        | 03/23/20        |
| Conduct Train-the-Trainer                   | 15d         | 03/31/20        | 04/20/20        |
| Post Train-the-Trainer Follow up            | 4d          | 04/28/20        | 05/01/20        |
| Schedule Department Training                | 10d         | 04/24/20        | 05/07/20        |
| Conduct Department Training                 | 30d         | 05/05/20        | 06/15/20        |
| Cutover                                     | 64d         | 03/10/20        | 06/05/20        |
| Draft Cutover Plan                          | 20d         | 03/10/20        | 04/06/20        |
| Review / Approve Cutover Plan               | 10d         | 04/14/20        | 04/27/20        |
| Draft Sustainment & Support Plan            | 10d         | 03/10/20        | 03/23/20        |
| Review / Approve Sustainment & Support Plan | 10d         | 04/07/20        | 04/20/20        |
| Schedule Onsite Support                     | 10d         | 03/17/20        | 03/30/20        |
| Review / Approve Onsite Support Plan        | 3d          | 04/03/20        | 04/07/20        |

SR#\_

|                                        |     |          |          |
|----------------------------------------|-----|----------|----------|
| Launch                                 | 5d  | 06/01/20 | 06/05/20 |
| Implementation Review & Closure        | 50d | 06/22/20 | 08/28/20 |
| Schedule Post-Launch Follow up meeting | 5d  | 06/22/20 | 06/26/20 |
| Hold Post-Launch Follow up Meeting     | 1d  | 07/20/20 | 07/20/20 |
| Customer Success Transition            | 30d | 07/20/20 | 08/28/20 |
| Schedule Recurring Meeting Cadence     | 3d  | 07/27/20 | 07/29/20 |

#### B. Contractor's Key Personnel

As identified in Contractor's Response to City RFP 18-17, the Contractor's project implementation team will consist of the following personnel, each of whom is hereby agreed to be Key Personnel:

- Matthew Neal, Implementation Manager
- Mark Natividad, Implementation Associate
- Kevin Fray, Senior Solutions Engineer

Contractor will notify the City's Agreement Representative of substitute team assignment(s) per the terms of this Agreement.

SR#\_

**EXHIBIT B**  
**COMPENSATION**  
To:  
**City of Vancouver Agreement # \_\_\_\_\_**  
**A Technology Agreement for Software as a Service**  
**By and Between City of Vancouver and Mark43, Inc.**  
**for a Police Records Management and**  
**Report Writing System**

CONTENTS:

**I. Payment Structure.....106**

    A. Payment Structure.....107

    B. Payment Schedule..... 108

**II. Service Level Agreement and Payment Offsets.....110**

    A. Maintenance Requests.....110

    B. Training.....111

    C. Payment Offsets.....111

    D. Improvements and Updates.....114

SR#\_

## I. A. Payment Structure

The following table reflects the pricing for the onetime Professional Services and the annual RMS subscription fee.

|                                                                              |                                                                                                         |
|------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------|
| Prosecution Interface(s)<br>Karpel and/or Journal<br>Technologies (one time) | \$25,000.00                                                                                             |
| RFP Interfaces (one time)                                                    | \$61,500.00                                                                                             |
| Data Migration (one time)                                                    | \$25,000.00                                                                                             |
| WACIC PM (one time)                                                          | \$3,360.00                                                                                              |
| RMS Subscription (annual)                                                    | \$217,651.20                                                                                            |
| 200 Read Only Licenses for<br>Clark County (annual)                          | \$15,000.00                                                                                             |
| CommSys Licenses                                                             | Included for no<br>additional<br>charge for<br>Initial Term.<br>Thereafter:<br>\$16,500.00<br>per year. |

### Notes on Pricing:

1. Mark43 will discount the RMS subscription fee (\$217,651.20) for the first Renewal Term Option Period by 10% (Adjusted annual total: \$195,886.08), should such Renewal Term Option Period be elected. Subscription fees for the Second Renewal Term Option Period, if elected, will be increased from \$195,886.08 by 4.5% on a year over year basis in years 11-14, with no increase in year 15. By way of example: Cost in year 11 (first year of the second Renewal Term Option Period: \$204,701.08 [ $\$195,886.08 + \$8815 (4.5\%) = 204,701.08$ ]).
2. Mark43 Data Lake will be offered at no cost to the City during the Initial Term; Mark43 Data Lake fee will be \$8,000.00 annually during the first Renewal Term Option Period and \$10,000 annually during the Second Renewal Term Option Period, should such a Renewal Term Option Period be elected.
3. Mark43 will include items listed on Section B of the Technical Specifications list at no additional cost to the City provided that for CommSys licenses additional charges are required for any periods beyond the Initial Term as set forth in the table above.

SR#\_

*Contractor will notify the City of any changes to the fees for a Renewal Term (other than a Renewal Term Option Period) at least forty-five (45) days prior to the start of the Renewal Term.*

**I. B. Payment Schedule:** Subscriber will pay the foregoing fees on the following schedule:

Initial Term: Fees will be paid on the following schedule:

|               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |              |
|---------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|
| <b>Year 1</b> | Effective Date                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | \$0          |
|               | Delivery of High-Level Project Plan and Department Assessment Complete<br>High-Level Project Plan <ul style="list-style-type: none"> <li>• Schedule and Hold Project Kickoff Meeting</li> <li>• Kickoff Meeting Notes Delivered</li> <li>• Pre-Department Assessment Questionnaires Sent and Reviewed</li> <li>• High-level Integrated Master Schedule of all project tasks created and adjusted to accommodate Department needs and available resources.</li> <li>• Project Schedule Review meeting scheduled and held</li> <li>• Mutually agreed upon Project Governance Plan &amp; Risk Mediation Approach Developed</li> </ul> Department Assessment <ul style="list-style-type: none"> <li>• Review and Validation of City Hardware and Software Requirements</li> <li>• List of Required Hardware and/or Software Delivered</li> <li>• Department Assessment Materials Developed</li> <li>• On Site Department Assessment Sessions Conducted</li> <li>• WACIC/NCIC Needs Assessment Completed</li> <li>• WACIC/NCIC Requirements and Scoping</li> <li>• Initial RegJIN/Versaterm Data Conversion Assessment and Scoping</li> <li>• Data Migration Kickoff</li> <li>• Interfaces Kickoff</li> <li>• Interface Priority List Finalized</li> <li>• Draft Implementation Plan Delivered and Reviewed</li> <li>• Agency Comments and Needs Incorporated into Implementation Plan</li> <li>• Final Implementation Plan Delivered</li> </ul> | \$113,549.28 |
|               | Tenant Provisioning (Test Environment) <ul style="list-style-type: none"> <li>• Baseline guide to share primary Mark43 workflow best practices</li> <li>• Agency configurable sandbox environment</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | \$141,936.60 |
|               | Interface Development Completed <ul style="list-style-type: none"> <li>• Interfaces developed per the approved Interface Control Documents, which will include the interfaces listed in the RFP:</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | \$141,936.60 |

SR#\_



|               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                       |
|---------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|
|               | <ul style="list-style-type: none"> <li>○ GIS/ESRI</li> <li>○ WACIC</li> <li>○ SECTOR</li> <li>○ NIBRS Reporting</li> <li>○ CAD</li> <li>○ County Attorney's Case Tracking System Prosecution by Karpel and/or Journal Technologies</li> <li>○ Crime Analysis – Lexis/Nexis Accurint and LInX Northwest</li> <li>○ Clark County Sheriff's Office EIS RMS/JMS</li> <li>○ City Attorney's Case Tracking System – Prosecution by Karpel Interface software deployed in the Production tenant for testing</li> </ul>                                      |                       |
|               | <b>Launch</b> <ul style="list-style-type: none"> <li>● Completion of all prior projects tasks</li> <li>● System Configuration Completed</li> <li>● Data Conversion Completed</li> <li>● Training Completed</li> <li>● Product Documentation Delivered</li> <li>● Functional Testing Completed</li> <li>● Completion and acceptance of the Mark43 Cutover Plan</li> <li>● Completion of Readiness Review meeting</li> <li>● Completion of changes to Policy, Administrative, Directives, General Orders, and Standard Operating Procedures</li> </ul> | \$185,323.92          |
| <b>Year 2</b> | 1st Anniversary of Launch                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | \$173,842.40          |
| <b>Year 3</b> | 2nd Anniversary of Launch                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | \$173,842.40          |
| <b>Year 4</b> | 3rd Anniversary of Launch                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | \$173,842.40          |
| <b>Year 5</b> | 4th Anniversary of Launch                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | \$173,842.40          |
|               | <b>Total</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <b>\$1,278,116.00</b> |

Renewal Terms: Fees for the Renewal Term Option Periods shall be paid annually commencing on the first day of such Renewal Term Option Period. Fees for any other Renewal Term will be paid in full in advance on the first day of the Renewal Term.

SR#\_

## II. Service Level Agreement and Payment Offsets

1. **Support Services.** As part of the SaaS Services, Contractor shall establish, sufficiently staff and maintain the organization and processes necessary to provide telephone and/or email based technical support, troubleshooting, error identification, isolation and remediation, and other assistance directly to City and its Authorized Users to support City's use, deployment and validation of the SaaS Services on a 24x7 basis, and after normal business hours and on holidays, as necessary to support Contractor's obligations under this Agreement. The contact information for Contractor's technical support organization is support@mark43.com and Contractor will notify City in writing of any changes no less than 5 days in advance. Contractor shall provide City with online access to its knowledge database and any other resource containing information that will aid in problem and error resolution and correction, as well as any other technical resources made electronically available to any of Contractor's other customers. **Service Levels.** Contractor shall provide the Applications in accordance with the following services levels.

- a. **Service Levels for the RMS.**

- i. **RMS Availability.** During any calendar month of a Regular Usage Period, the RMS shall be available to users no less than 99.9% of the time on a 24x7 basis, excluding scheduled maintenance of the RMS ("RMS

SR#\_

**Scheduled Downtime”**); provided, however, that Contractor is not responsible for any downtime of the RMS caused by Third Party Data services (*e.g.* Department of Motor Vehicles license plate database), or Third Party Components, and such Third Party downtime will not count against the service levels promised herein; provided, further, that Contractor shall be responsible for any downtime of RMS caused by Integrated Third Party Software (as defined below) solely to the extent specified in Section (c) below (“Service Levels for Integrated Third Party Software”). Contractor shall provide City with prompt notification as soon as it becomes aware of any actual or potential unscheduled downtime (defined below) of the RMS, as well as continual periodic updates during the unscheduled downtime regarding Contractor’s progress in remedying the unavailability and the estimated time at which the RMS shall be available.

- ii. **RMS Service Credits.** In the event that Contractor fails to make the RMS available at least 99.9% of the time in any given month during the Regular Usage Period due to RMS Unavailability (as defined below), Contractor will credit the City’s account for the unavailable RMS as follows:

| RMS Availability (Monthly) | Credit Percentage |
|----------------------------|-------------------|
| Above 99.9%                | 0%                |

SR#\_

|              |     |
|--------------|-----|
| 99.8 – 99.0% | 10% |
| 98.9 – 98.0% | 20% |
| Below 97.9%  | 30% |

“RMS Unavailability” is defined as the percentage of minutes per month in which the RMS is completely and generally unavailable for City’s use (but not the use of any one Authorized User), provided that RMS Unavailability does not include any unavailability attributable to: (a) RMS Scheduled Downtime for maintenance (whether by Contractor, by a vendor, or by City); (b) acts or omissions of City or any City user of the RMS; (c) server downtime related to connectivity issues resulting from Third Party-managed VPN access to hosted server or City internal network problems; (d) defects or bugs in the Applications or Software caused by City, any Authorized User, or any Affiliate, employee, agent or independent contractor of City; or (e) any other cause(s) beyond Contractor’s reasonable control, including but not limited to those caused by Third Party Data services (*e.g.* Department of Motor Vehicles license plate database), Third Party Components, overall internet congestion or a force majeure. City will be responsible for immediately notifying Contractor of all Third Party-managed VPN access and internal or external (*e.g.* internet service provider) network problems that arise.

SR#\_

“Credit Percentage” means the applicable percentage of the portion of the fees attributable to Services in the calendar month in which the RMS Unavailability occurs. For example, if City has paid Contractor \$1,000 for one year of a Regular Usage Period, and the RMS Availability falls to 99.5% during any calendar month in that year, then Contractor will owe City a 10% credit on that month’s portion of the Fee, or:  $\$1,000/12 = \$83.33$  per month, and 10% of  $\$83.33 = \$8.33$ . In this example, Contractor would owe City \$8.33 in credit for the month in which RMS Availability fell to 99.5%.

In order to receive this credit, City must notify Contractor in writing within fifteen (15) days following the end of the month the RMS Unavailability occurred. All claims are subject to review and verification by Contractor prior to any credits being granted. Contractor will acknowledge credit requests within fifteen (15) business days of receipt and will inform City whether such claim request is approved or denied. The issuance of RMS Service Credit by Contractor hereunder is City’s sole and exclusive remedy for any failure by Contractor to satisfy the service levels set forth in this Section C(1)(a).

- b. **Service Levels for Integrated Third Party Software.** Notwithstanding anything else to the contrary contained herein, Contractor shall be responsible for

SR#\_

any downtime of or related to the Applications or Integrated Third Party Software (as defined below) that is caused by Integrated Third Party Software solely to the extent specified in this Section (c). Credit Percentages Service Credits referenced elsewhere in this Contract shall not apply to downtime caused by Integrated Third Party Software or the integrations or connections to Integrated Third Party Software.

- i. **Availability of Third Party Applications.** This Agreement identifies specific Third Party Application integrations (the “**Integrated Third Party Software**”) to be performed by Contractor prior to Launch, and the City’s and Contractor’s respective rights regarding acceptance of those Services. During the Regular Usage Period, the Integrated Third Party Software shall be operational no less than 99.9% of the time on a 24x7 basis, excluding any scheduled maintenance of the Integrated Third Party Software (whether scheduled by Contractor or by the third party provider, the “**Integration Scheduled Downtime**”); provided, however, that Contractor shall not be responsible for downtime caused by upgrades or updates to Integrated Third Party Software of which Contractor does not receive the requisite advance notice, and such downtime will not count against the service levels promised herein. Contractor agrees that it shall schedule any Integration Scheduled Downtime on minimal traffic days whenever possible. The Parties further

SR#\_

agree that Contractor shall not schedule in excess of 90 minutes of Integration Scheduled Downtime during any 30-day period. Contractor shall provide City with immediate telephone notification to the point of contact set forth in Section 18.H. of the General Terms of the Agreement as soon as it becomes aware of any actual or potential unavailability of an Integration other than Integration Scheduled Downtime (“**Integration Unscheduled Downtime**”), as well as continual periodic updates during the Integration Unscheduled Downtime regarding Contractor’s progress in remedying the unavailability and the estimated time at which the Integration shall be available.

ii. **Responsibilities for Planned Updates.** City shall provide Contractor with prompt notice, and in no case fewer than forty-five (45) days’ advance notice, of any update by the Third Party provider of Integrated Third Party Software. Contractor shall undertake commercially reasonable efforts to patch, repair or update the Software in order to integrate it with the updated Integrated Third Party Software.

iii. **Responsibilities for Planned Upgrades.** City shall provide Contractor with prompt notice, and in no case fewer than ninety (90) days’ advance notice, of any planned upgrade by the Third Party provider of Integrated Third Party Software. Contractor shall evaluate the time and resources required to

SR#\_



patch, repair or update the Software in order to integrate it with the upgraded Integrated Third Party Software. The Parties shall engage in good faith negotiations to agree on the terms (including, without limitation, schedule and price) on which Contractor would develop a patch, repair, update or Upgrade to integrate the Software with the Integrated Third Party Software.

SR#\_

## SOFTWARE LICENSE AND SERVICES AGREEMENT

This Software License and Services Agreement (this “**Agreement**”) is effective as of the date of the City of Vancouver Agreement # \_\_\_\_\_ (the “**Effective Date**”) by and between Mark43, Inc. (“**Mark43**”), with a place of business at 28 E. 28<sup>th</sup> 12<sup>th</sup> Floor, New York, NY 10016, and the City of Vancouver, a municipal corporation under the laws of the State of Washington (“**Subscriber**”), into which this Agreement is incorporated (the “**Master Agreement**”).

For good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

### 1. DEFINITIONS.

- 1.1 **Defined Terms.** Defined terms have the meanings set forth in this Article 1 (Definitions) and elsewhere in this Agreement when capitalized, and may be read in singular, plural or an alternative tense as the context requires.
- 1.2 “**Affiliate**” means, with respect to any entity, any other entity who, directly or indirectly, through one or more intermediaries, controls, is controlled by, or is under common control with, such entity. The term “control” means the possession, directly or indirectly, of the power to direct or cause the direction of the management and policies of an entity, whether through the ownership of voting securities, by contract or otherwise.
- 1.3 “**Applicable Law**” means, with respect to any party, any federal, state or local statute, law, ordinance, rule, administrative interpretation, regulation, order, writ, injunction, directive, judgment, decree or other requirement of any international, federal, state or local court, administrative agency or commission or other governmental or regulatory authority or instrumentality, domestic or foreign, applicable to such party or any of its properties, assets or business operations.
- 1.4 “**Applications**” means the Records Management System and other applications as described in Schedule A.
- 1.5 “**Authorized User**” means an Affiliate, employee or independent contractor of Subscriber (solely to the extent such contractor is providing services to Subscriber), who has been authorized by Subscriber to use the SaaS Services.
- 1.6 “**Documentation**” means the user guides and user manuals for the SaaS Services that Mark43 provides to Subscriber.
- 1.7 “**Go Live**” means the date of cutover to each respective Mark43 Application.
- 1.8 “**Integration Control Document**” means the agreement, if applicable, governing any integrations with Third Party Applications.
- 1.9 “**Intellectual Property Rights**” means all intellectual and industrial property rights, whether now existing or existing in the future, including without limitation, (i) all patent rights, including any rights in pending patent applications and any related rights; (ii) all copyrights and other related rights throughout the world in works of authorship, including all registrations and applications therefor; (iii) all trademarks, service marks, trade dress or other proprietary trade designations, including all registrations and applications therefor (iv) all rights throughout the world to proprietary know-how, trade secrets and other confidential information, whether arising by law or pursuant to any contractual obligation of non-disclosure; and (v) all other rights covering industrial or intellectual property recognized in any jurisdiction.
- 1.10 “**Professional Services**” means the evaluation, consultation, implementation, customization, configuration and other services offered by Mark43 in connection with the SaaS Services.
- 1.11 “**Regular Usage Period**” for any Application commences upon the occurrence of Go Live for that Application.
- 1.12 “**SaaS Services**” means the Applications, Software, and related software-as-a-service, hosting, maintenance and/or support services made available by Mark43 for remote access and use by Subscriber, including any Documentation thereto.
- 1.13 “**Services**” means the services provided or required to be provided by or through Mark43, including without limitation, SaaS Services and Professional Services.
- 1.14 “**Software**” means the object code version of Mark43’s computer software and all Updates made available by Mark43 to Subscriber under this Agreement.

- 1.15 **"Statement of Work"** means a detailed plan of work to be agreed by the Parties in conjunction with this Agreement.
- 1.16 **"Subscriber Data"** means all data, information, content and other materials stored or transmitted by Subscriber and any Authorized User through the SaaS Services (i) in their user accounts; and (ii) on any Third Party Application, excluding any Third Party Data and any Mark43 Data.
- 1.17 **"Term"** means the Initial Term and any Renewal Term.
- 1.18 **"Third Party Application"** means a third-party service **approved by Mark43** to which Subscriber and any Authorized User facilitates Mark43's access to, and use, of the SaaS Services, via an application programming interface or other means.
- 1.19 **"Third Party Components"** means any components of the SaaS Service from time to time that are provided by third parties (e.g., Google Maps).
- 1.20 **"Third Party Data"** means any data owned by a third party that Mark43 provides to Subscriber via the SaaS Service.
- 1.21 **"Third Party Provider"** means third parties, including other vendors, state agencies and local agencies, that control products and/or databases with which Mark43 SaaS Services are to be interfaced.
- 1.22 **"Updates"** means any and all new releases, new versions, patches and other updates for the SaaS Services that Mark43 makes generally available without additional charge to its other subscribers of the SaaS Services.
- 1.23 **"Vendors"** means third parties with whom Mark43 contracts to provide components of the SaaS Services, and includes without limitation, Amazon Web Services (for platform hosting) and Google (for Google Maps).
- 1.24 **"Website"** means any Internet website through which Mark43 provides the SaaS Services under this Agreement.

## 2. SERVICES.

- 2.1 **SaaS Services.** Subject to the terms of this Agreement, and during the Term, Mark43 hereby grants a non-exclusive, non-transferable, non-sublicensable license to Subscriber and its Authorized Users to access and use the SaaS Services through the Website for Subscriber's internal purposes and in accordance with the terms and conditions of this Agreement. Mark43 will be responsible for hosting the Website, and Subscriber and its Authorized Users will be responsible for obtaining internet connections and other third party software, hardware and services necessary for it to access the Website through the Internet, including without limitation as set forth in Schedule C, "Technical Requirements." Subscriber will be responsible to Mark43 for compliance with the restrictions on use and other terms and conditions of this Agreement by any of its Authorized Users.
- 2.2 **Professional Services.** Mark43 offers Professional Services in connection with the SaaS Services as further described in Schedule A. To the extent any Professional Services involve the development of any customization or configuration to the SaaS Services, all Intellectual Property Rights to such customization or configuration will be solely owned by Mark43 and will be deemed to be included in the definition of SaaS Services and licensed to Subscriber on the terms set forth herein.
- 2.3 **Access to Documentation.** Mark43 will provide Subscriber via the Website or other means with access to the Documentation, as may be updated from time to time. Subscriber may print copies of, use, and permit its Authorized Users to use, the Documentation solely in connection with the use of the SaaS Services.
- 2.4 **Support Services.** Mark43 will provide a telephone-based help desk through which it will respond to inquiries about the SaaS Services from Subscriber via telephone from 7 AM to 7 PM (Eastern Time), Mondays through Fridays (excluding U.S. Federal holidays). Mark43 also provides a 24/7 email based help desk for the SaaS Services as set forth in Schedule A.
- 2.5 **Restrictions on Use.** Subscriber and its Authorized Users will not (and will not permit any third party to): (i) share Subscriber's or any Authorized User's login credentials; (ii) reverse engineer, decompile, disassemble, or otherwise attempt to discern the source code, underlying ideas, algorithms, file formats, or interface protocols of the SaaS Services or of any files contained in or

generated by the SaaS Services; (iii) copy, modify, adapt or translate the SaaS Services or the Third Party Data, or otherwise make any use, resell, distribute or sublicense the SaaS Services or the Third Party Data other than in connection with this Agreement; (iv) make the SaaS Services available on a "service bureau" basis or allow any third parties to use the SaaS Services; (v) disclose the SaaS Services or any of its components to third parties; (vi) remove or modify any proprietary marking or restrictive legends placed on the SaaS Services or the Third Party Data; (vii) use the SaaS Services or the Third Party Data in violation of any Applicable Law; (viii) create or augment any mapping-related dataset including a mapping or navigation dataset, business listings database, mailing list, or telemarketing list) for use in an implementation that is not connected to the Services; (ix) use the SaaS Services or the Third Party Data in violation of any Applicable Law; (x) introduce into the Services any viruses, worms, defects, Trojan horses, malware, or any items of a destructive nature; (xi) use the Services to post advertising or listings; (xii) use the Services to defame, abuse, harass, stalk, or threaten others; (xiii) permit access or use of the Services by any individual outside the United States; (xiv) hide or obscure any Authorized User's location; (xv) permit access or use of the Services, for any activities other than to enhance Subscriber's own services, where reliance solely on, or failure to use, the Services could lead to death, personal injury, or property damages. Subscriber and its Authorized Users will not access the SaaS Services if in direct competition with Mark 43, and will not allow access to the SaaS Services by any party who is in direct competition with Mark43, except with Mark43's prior written consent. Subscriber shall comply with additional restrictions on use of the Services in Additional Terms, as defined in Section 2.10 below.

- 2.6 Security Obligations.** Subscriber agrees it and its Authorized Users shall securely manage their respective password(s) for access to the SaaS Service. Subscriber agrees it shall notify Mark43 promptly in the event it becomes aware of any unauthorized access or use of the SaaS Service, or of any of its or its Authorized Users passwords or accounts. Unless expressly stated otherwise in this Agreement, a single username or password may not be used by more than one (1) Authorized User. [In addition, Authorized Users may log into the SaaS Service from only one location at any given time – concurrent usage (or sign in) under a single username is prohibited.] Subscriber is responsible for all activities conducted within User accounts in use of the SaaS Service. Subscriber shall comply with all applicable local, state, federal and regional or other laws and regulations applicable in connection with use of the SaaS Service, including all those related to data privacy and the transmission of technical or personal data. Subscriber agrees to (a) provide true, accurate, current and complete registration data for each account it creates via the SaaS Service, and (b) maintain and promptly update the registration data to keep it true, accurate, current and complete.
- 2.7 Title.** As between Mark43 and Subscriber, Mark43 retains title to and ownership of the SaaS Services, including all copyrights and other Intellectual Property Rights relating thereto. Mark43's licensors retain title to and ownership of the Third Party Data and the Third Party Components, including all copyrights and other intellectual property rights relating thereto. Subscriber will have no rights with respect to the SaaS Services, the Third Party Data or the Third Party Components other than those expressly granted under this Agreement. Any suggestions for changes or improvements to Services that Subscriber provides to Mark43, whether solicited by Mark43 or not, shall be owned by Mark43 and Subscriber hereby irrevocably assigns, and shall assign, to Mark43 all right, title, and interest in and to such suggestions. Mark43 shall have no obligation to incorporate such suggestion into its products or Services.
- 2.8 Subscriber Data.** As between Mark43 and Subscriber, Subscriber owns and shall retain all right, title, and interest, including, without limitation, all Intellectual Property Rights, in and to the Subscriber Data. Subscriber shall have the sole responsibility for the accuracy, quality, and legality of the Subscriber Data, including obtaining all rights and consents necessary to share the Subscriber Data with Mark43 as set forth in this Agreement. Notwithstanding anything to the contrary contained herein, Subscriber hereby grants to Mark43 an irrevocable, worldwide, royalty free, non-exclusive, transferable, sublicensable license to use the Subscriber Data to: provide the SaaS Services to Subscriber and other Mark43 subscribers; analyze the Subscriber Data in anonymized and/or aggregate form in order to operate, maintain, manage, and improve the SaaS Services, create new products and services, and share and/or license this aggregate data to Affiliates, agents, business partners, and other third parties; for Mark43's internal purposes to improve the Applications, Software, and related services, and any other uses disclosed in or related to performance under the Agreement or any statement of work.
- 2.9 Third Party Applications.** If Subscriber installs or enables a Third Party Application for use with the SaaS Services, Subscriber grants (and will cause the applicable third party to grant) Mark43 permission to access Subscriber Data stored on that Third Party Application as required for the

interoperation of that Third Party Application with the SaaS Services. In no event will Mark43 be responsible for any Third Party Application, or for any failure of a Third Party Application to properly interoperate with the SaaS Services. If Mark43 receives information that a Third Party Application may violate any Applicable Laws or Third Party rights, Subscriber will, promptly upon receiving notice of the foregoing from Mark43, disable any connection between such Third Party Application and the SaaS Services to resolve the potential violation (and if Subscriber fails to promptly disable such connection, Mark43 shall have the right to do so). In addition, in the event that Subscriber fails to properly obtain the grant of rights to Mark43 to access and use Third-Party Data as required for the interoperation of that Third-Party Application, Subscriber shall defend, indemnify, and hold harmless Mark43 from any and all claims based on Mark43's use of such Third-Party Application.

#### **2.10 Third Party Components.**

- (a) **Use of Third-Party Components.** Mark43 may use Vendors to subcontract the performance of its duties and obligations hereunder and to provide certain functions of the Services, including without limitation, hosting and data analysis. Certain Vendor policies and terms and conditions of service shall apply to the Services. Such terms, or URL locator addresses for such terms, will be provided on Schedule D or in writing from time to time, "Additional Terms." If any of the Vendors and/or licensors of the Third-Party Components require Mark43 to flow down any Additional Terms Subscriber, Subscriber's use of such Third-Party Components, as incorporated into the SaaS Service, shall be subject to such Additional Terms. In the event of any inconsistency or conflict between the Additional Terms and the terms of this Agreement, such Additional Terms shall govern with respect to Subscriber's use of the applicable Third Party Component.
- (b) **DISCLAIMER REGARDING THIRD PARTY COMPONENTS.** MARK43, NOT BEING THE PROVIDER OR MANUFACTURER OF THE THIRD PARTY COMPONENTS, NOR THE PROVIDERS' OR MANUFACTURERS' AGENT, MAKES NO EXPRESS OR IMPLIED WARRANTY OF ANY KIND WHATSOEVER WITH RESPECT TO THE THIRD PARTY COMPONENTS AND DISCLAIMS ANY SUCH WARRANTIES THAT MIGHT OTHERWISE EXIST.

**2.11 Third Party Data.** Subscriber shall access and use the Third Party Data in accordance with the terms and conditions of the agreement between the Subscriber and the provider of such Third Party Data. MARK43, NOT BEING THE PROVIDER OR MANUFACTURER OF THE THIRD PARTY DATA, NOR THE PROVIDERS' OR MANUFACTURERS' AGENT, MAKES NO EXPRESS OR IMPLIED WARRANTY OF ANY KIND WHATSOEVER WITH RESPECT TO THE THIRD PARTY DATA AND DISCLAIMS ANY SUCH WARRANTIES THAT MIGHT OTHERWISE EXIST.

**2.12 Agreements with Third Party Providers.** Subscriber, and not Mark43, is solely responsible for establishing any required agreement(s) and/or statement(s) of work with Third Party Providers in connection with the interfaces, and for paying all fees, costs and expenses of Third Party Providers.

**2.13 Changes to Services.** Mark43 may make changes and Updates to its Services, provided that it does not materially derogate the overall quality of the Services. Mark43 does not guarantee that the Services are or will remain compatible with any particular third party software or equipment, and may, upon written notice, terminate its support for, any software or equipment of Subscriber that Mark43 determines are incompatible with the operation of the Services.

### **3. FEES AND PAYMENT TERMS.**

**3.1 Fees for Mark43 Services.** Subscriber will pay Mark43 fees as stated on Schedule A (the "**Fees**") attached hereto in accordance with the payment schedule set forth on Schedule A. All payments of Fees are non-refundable. All amounts stated in this Agreement or on any invoice are in U.S. dollars, and all payments will be made in U.S. dollars. Unless prohibited by local law, overdue payments will accrue interest at the lesser of one and one-half percent (1.5%) per month or the maximum allowable interest under Applicable Law, from due date until paid. Subscriber will pay any sales, use or other tax related to the license and services provided hereunder, exclusive of income taxes and payroll taxes relating to Mark43's employees. Subscriber agrees that its use of and payment for Services constitutes its inspection and acceptance of such Service.

**3.2 Third-Party Data and Third-Party Components.** Additional fees may apply to the use of certain Third-Party Data and Third-Party Components, which if provided by Mark43, such fee may be included within the Fees. Mark43 may pass through any increase in such fees for Third Party Components or Third Party Data, relating to any existing Services, by giving Subscriber thirty (30) days' advance notice.

- 3.3 Taxes.** Subscriber will pay all taxes, including sales, use, excise, and other governmental fees, duties, and charges (and any penalties, interest, and other additions thereto) that are imposed on Subscriber or Mark43 with respect to the transactions and payments under this Agreement (excluding taxes based on Mark43's income or employment) ("**Indirect Taxes**"). All Fees are exclusive of Indirect Taxes. If any such taxes are required to be withheld on any payment, Subscriber will pay such additional amounts as are necessary so that the net amount received by Mark43 is equal to the amount then due and payable under this Agreement.

#### **4. TERM AND TERMINATION.**

##### **4.1 Term.**

- (a) **Initial Term.** The initial term of this Agreement begins on the Effective Date and will continue for the period set forth on Schedule A, unless and until terminated in accordance with Section 4.2 (the "**Initial Term**").
- (b) **Renewal Terms.** Upon expiration of the Initial Term or any Renewal Term, this Agreement will automatically renew for successive periods as set forth on Schedule A (each, a "**Renewal Term**") at the rates set forth on Schedule A, unless either party provides the other with written notice of non-renewal at least thirty (30) days prior to the expiration of the then-current term.

##### **4.2 Temporary Suspension and Termination.**

- (a) Either party may terminate this Agreement upon written notice to the other party, if the other party breaches a material term of this Agreement and such breach remains uncured for thirty (30) days after the other party's receipt of such notice.
- (b) If Mark43 reasonably determines that Subscriber's use of the Services either: (i) fails to comply with the Restrictions on Use in Section 2.5; (ii) poses a security risk to the Services or any third party, (iii) creates or is likely to create an adverse impact on Mark43's systems, the Services, or the systems or content of any other subscriber; or (iv) subjects Mark43 or its Affiliates to possible liability, then Mark43 may immediately upon notice temporarily suspend Subscriber's and any Authorized User's right to access any portion or all of the Services, pending remedial action by Subscriber, or after a period of 30 days, terminate the Services.

##### **4.3 Effect of Termination.** In the event of any termination or expiration of this Agreement,

- (a) Subscriber will pay Mark43 all amounts payable hereunder as of the termination or expiration date;
- (b) all rights and licenses granted hereunder to Subscriber (as well as all rights granted to any Authorized Users of Subscriber) will immediately cease, including but not limited to all use of the SaaS Services; and
- (c) Mark43 will provide records to Subscriber in accordance with its transition assistance services ("**Transition Assistance**") as set forth in Schedule B.
- (d) Subscriber will, upon written request of Mark43, either return to Mark43 or provide Mark43 with written certification of the destruction of, all documents, computer files and other materials containing any Confidential Information of Mark43 that are in Subscriber's possession or control.

##### **4.4 Survival.** The following provisions will survive any termination or expiration of this Agreement: Section 2.7 ("Subscriber Data"), Section 2.9 ("Third Party Components"), Section 2.10 ("Third Party Data"), Section 4.3 ("Effect of Termination"), Section 5 ("Confidentiality"), Section 6.2 ("Disclaimer"), Section 7 ("Limitation of Liability"), Section 8 ("Indemnification"), Section 9 ("Miscellaneous Provisions"), Schedule B ("Transition Assistance") and this Section 4.4 ("Survival").

#### **5. CONFIDENTIALITY.**

- 5.1 Definition of Confidential Information.** For the purposes of this Agreement, "**Confidential Information**" means: (a) with respect to Mark43, the SaaS Services, and any and all source code relating thereto, as well as Documentation and non-public information or material regarding Mark43's legal or business affairs, financing, customers, properties or data, and (b) with respect to Subscriber, any non-public information or material regarding Subscriber's legal or business affairs, financing, customers, properties or data. Notwithstanding any of the foregoing, Confidential Information does not include information which: (i) is or becomes public knowledge without any action by, or involvement of, the party to which the Confidential Information is disclosed (the



“Receiving Party”); (ii) is documented as being known to the Receiving Party prior to its disclosure by the other party (the “Disclosing Party”); (iii) is independently developed by the Receiving Party without reference or access to the Confidential Information of the Disclosing Party and is so documented; or (iv) is obtained by the Receiving Party without restrictions on use or disclosure from a third person who did not receive it, directly or indirectly, from the disclosing party.

- 5.2 Use and Disclosure of Confidential Information.** The Receiving Party will, with respect to any Confidential Information disclosed by the Disclosing Party before or after the Effective Date: (i) use such Confidential Information only in connection with the Receiving Party's performance of this Agreement; (ii) subject to Section 5.4 below, restrict disclosure of such Confidential Information within the Receiving Party's organization to only those of the Receiving Party's employees and independent contractors who have a need to know such Confidential Information in connection with the Receiving Party's performance of this Agreement and (iii) except as provided herein, not disclose such Confidential Information to any third party unless authorized in writing by the Disclosing Party to do so.
- 5.3 Protection of Confidential Information.** The Receiving Party will protect the confidentiality of any Confidential Information disclosed by the Disclosing Party using at least the degree of care that it uses to protect its own confidential information (but no less than a reasonable degree of care).
- 5.4 Employee and Independent Contractor Compliance.** The Receiving Party will, prior to providing any employee or independent contractor access to any Confidential Information of the Disclosing Party, inform such employee or independent contractor of the confidential nature of such Confidential Information and require such employee or independent contractor to comply with the Receiving Party's obligations hereunder with respect to such Confidential Information.
- 5.5 Required Disclosures.** If a party is requested to disclose any of the other party's Confidential Information pursuant to any judicial or governmental order, that party will not disclose the Confidential Information without first giving the other party written notice of the request and sufficient opportunity to contest the order, to the extent such notice and opportunity to contest may be lawfully given. If one party is nonetheless legally compelled to disclose Confidential Information, such party may, without liability hereunder, disclose to such tribunal only that portion of the Confidential Information which such counsel advises it is legally required to be disclosed, provided that such party shall use its best efforts to preserve the confidentiality of the Confidential Information, including, without limitation, by cooperating with the other party to obtain an appropriate protective order or other reliable assurance that confidential treatment will be afforded the Confidential Information by such tribunal. Without limiting the foregoing, Subscriber shall notify Mark43 of any requests for records relating to Mark43 (including, without limitation, user guides or Documentation, or documents submitted by Mark43 in response to the RFP) within 24 hours of receipt of the request and provide Mark43 with at least twenty-one (21) days' notice before disclosing any such records. Without limiting the foregoing, and unless prohibited by law, Subscriber further agrees to indemnify and hold harmless Mark43, its Affiliates, and each of their officers, directors, managers, shareholders, members and employees from all claims, liabilities, costs and expenses (including without limitation, reasonable attorneys' fees and expert and consulting fees), incurred or expended by Mark43 in connection with a request for the disclosure of Confidential Information of Mark43 or Subscriber Data.
- 5.6 Information Collected Through SaaS Services.** Subscriber is solely responsible for compliance with applicable laws related to the manner in which Subscriber chooses to use the Services, including Subscriber's transfer and processing of Subscriber Data. Subscriber understands and agrees that when it uses certain features of the SaaS Services, certain information and data may be collected from Authorized Users, including monitoring and recording activity, and tracking physical location, which may include personal identifying information. Subscriber agrees that Mark43 may use such information to (i) provide more effective Services, (ii) to develop and test its Services, (iii) to aggregate such information and combine it with that of other Users, and (iv) to use anonymous aggregate data to improve the Services or for marketing, research or other business purposes. Provision of Services may involve the disclosure of such information to Vendors or Affiliates on the condition that they agree to treat such information in a manner substantially in accordance with this Agreement. Subscriber may revoke its consent to Mark43's collecting and using such data at any time by written notice to Mark43; provided, however, that Subscriber agrees that such revocation of consent may impair or render impossible the Subscriber's use of the SaaS Services.
- 5.7 CJIS Standards; Employee Background Checks.**



- (a) Subscriber understands and agrees that Mark43 utilizes third party vendors ("Hosting Providers") to host the SaaS Services. As of the Effective Date of this Agreement, Mark43 utilizes Amazon Web Services (AWS) as its Hosting Provider for the SaaS Services. Subscriber may request reasonable records from Mark43 from time to time to assess Mark43's adherence to requirements of the applicable CJIS Security Policy promulgated by the FBI. For the avoidance of doubt, Subscriber may need the consent of Hosting Provider to obtain any records or information from Hosting Provider.
- (b) Subscriber will have the opportunity to run background checks on Mark43 employees that will have direct access to Subscriber Data in the production environment (such employees, the "Covered Employees"), provided that Mark43 may assume that a Covered Employee has been cleared by Subscriber if Mark43 does not receive an adverse response from Subscriber within two (2) weeks of a submission of a background check request.

## 6. REPRESENTATIONS AND WARRANTIES.

- 6.1 **Power and Authority.** Each party represents and warrants that it has the full right, power and authority to enter into this Agreement and to discharge its obligations hereunder and that the person signing this Agreement on behalf of the party has the authority to bind that party. Subscriber represents and warrants that it has obtained, and shall have, all necessary approvals, consents, and authorizations necessary for procurement under this Agreement and that its obligations under this Agreement do not, and shall not, exceed any budget authority limitations, during the Term of this Agreement. Subscriber further represents that it has not received federal funding in connection with procurement under this Agreement.
- 6.2 **No Other Warranties.** Use of the SaaS Services is not intended to be a substitute for the professional judgment of dispatchers, law enforcement officers, or first responders. The SaaS Services do not provide legal advice. Subscriber shall be responsible for all its own actions or failure to act in connection with the SaaS Services. Mark43 cannot guarantee that every error in the SaaS Services or problem raised by Subscriber will be resolved. THE SERVICES, THE THIRD PARTY COMPONENTS, AND THE THIRD PARTY DATA ARE PROVIDED "AS IS." MARK43 ASSUMES NO RESPONSIBILITY OR RISK FOR SUBSCRIBER'S USE OR MISUSE OF, OR FAILURE TO USE, THE INFORMATION PROVIDED THROUGH THE SAAS SERVICES. MARK43 MAKES NO WARRANTY THAT THE SERVICES WILL BE COMPLIANT WITH ANY REQUIREMENTS OF CJIS (CRIMINAL JUSTICE INFORMATION SERVICES) OR CLETS (CALIFORNIA LAW ENFORCEMENT TELECOMMUNICATIONS SYSTEM) OR ANY EQUIVALENT. DUE TO THE NATURE OF SOFTWARE AND THE INTERNET, MARK43 CANNOT GUARANTEE THAT EVERY ERROR IN THE SAAS SERVICES OR PROBLEM RAISED BY SUBSCRIBER WILL BE RESOLVED. EXCEPT AS EXPRESSLY SET FORTH IN THIS SECTION 6 NEITHER PARTY MAKES ANY WARRANTY IN CONNECTION WITH THE SERVICES, THE THIRD PARTY COMPONENTS, THE THIRD PARTY DATA OR THIS AGREEMENT AND HEREBY DISCLAIMS ANY AND ALL IMPLIED OR STATUTORY WARRANTIES, INCLUDING ALL IMPLIED WARRANTIES OF TITLE, MERCHANTABILITY, NONINFRINGEMENT, FITNESS FOR A PARTICULAR PURPOSE, ERROR-FREE OR UNINTERRUPTED OPERATION OR THAT THE SERVICES, THIRD-PARTY COMPONENTS AND THIRD-PARTY DATA ARE UP TO DATE, ACCURATE OR COMPLETE, SECURE FROM LOSS OR DAMAGE, OR FREE OF HARMFUL COMPONENTS, AND ANY WARRANTIES ARISING FROM A COURSE OF DEALING OR USAGE OF TRADE. To the extent that a party may not as a matter of Applicable Law disclaim any implied warranty, the scope and duration of such warranty will be the minimum permitted under such law.

## 7. LIMITATION OF LIABILITY.

- 7.1 **Liability Exclusion.** IN NO EVENT SHALL EITHER PARTY BE LIABLE TO THE OTHER FOR ANY INDIRECT, SPECIAL, PUNITIVE, EXEMPLARY OR CONSEQUENTIAL DAMAGES OR FOR ANY OTHER DAMAGES ARISING OUT OF OR IN CONNECTION WITH THE FURNISHING, PERFORMANCE, OR USE, OR FAILURE OF, OF THE SERVICES, THE THIRD PARTY COMPONENTS OR THE THIRD PARTY DATA PROVIDED UNDER THIS AGREEMENT, INCLUDING WITHOUT LIMITATION, PERSONAL INJURY, DEATH, DAMAGE TO PROPERTY, ENVIRONMENTAL DAMAGE, LOSS OF PROFITS, REVENUES, ANTICIPATED SAVINGS, CUSTOMERS, OPPORTUNITIES, DAMAGE TO PRIVACY, REPUTATION OR GOODWILL OR UNAVAILABILITY OF THE SERVICES, REGARDLESS OF WHETHER THE PARTY LIABLE OR ALLEGEDLY LIABLE WAS ADVISED, HAD OTHER REASON TO KNOW, OR IN FACT KNEW OF THE POSSIBILITY THEREOF.

- 7.2 Limitation of Damages.** MARK43'S MAXIMUM LIABILITY ARISING OUT OF OR RELATING TO THIS AGREEMENT OR THE SERVICES PROVIDED HEREUNDER, REGARDLESS OF THE CAUSE OF ACTION (WHETHER IN CONTRACT, TORT, BREACH OF WARRANTY OR OTHERWISE), WILL NOT EXCEED THE AGGREGATE AMOUNT OF THE FEES PAID AND PAYABLE TO MARK43 BY SUBSCRIBER DURING THE SIX (6) MONTH PERIOD PRECEDING THE DATE ON WHICH THE CLAIM ARISES. MARK43 SHALL HAVE NO LIABILITY ARISING OUT OF OR RELATING TO THE THIRD-PARTY COMPONENTS OR THE THIRD-PARTY DATA.
- 7.3 Exceptions.** NOTWITHSTANDING THE FOREGOING, THE EXCLUSIONS AND LIMITATIONS OF LIABILITY SET FORTH IN SECTION 7.1 AND SECTION 7.2 SHALL NOT APPLY TO DAMAGES ARISING FROM EITHER PARTY'S INDEMNITY OBLIGATIONS UNDER THIS AGREEMENT OR EITHER PARTY'S GROSS NEGLIGENCE OR WILLFUL MISCONDUCT.

## **8. INDEMNIFICATION.**

- 8.1 Indemnification by Mark43.** Mark43 will defend, indemnify and hold harmless Subscriber and its Authorized Users, and each of their officers, directors, managers, shareholders, members and employees from any and all claims, liabilities, costs and expenses (including reasonable attorney's fees and expert and consulting fees) in connection with any third party claim arising after the Effective Date that the use of the SaaS Services (excluding any open source software) in accordance with this Agreement infringes or misappropriates the United States intellectual property rights of third party; provided, however, that the foregoing obligations shall be subject to Subscriber (a) promptly notifying Mark43 of the claim, (b) providing Mark43 with reasonable cooperation in the defense of the claim when Subscriber becomes aware and (c) providing Mark43 with sole control over the defense and negotiations for a settlement or compromise; provided, however, that Mark43 shall not enter into any such settlement without Subscriber's prior written consent, which consent will not be unreasonably withheld, and that Subscriber shall be permitted to participate in the defense of any such claim, at its own expense, with counsel of its choosing. Notwithstanding the foregoing, Mark43 shall have no obligation with respect to a third party claim to the extent the third party claim arises from: (s) claims arising out of acts or omissions of Subscriber or its users, employees or contractors; (t) claims brought by Subscriber or its Affiliates or Authorized Users; (u) claims arising from the use of old versions software after receipt of modified or updated versions of software; (v) claims arising from the use of Third Party Applications, Third Party Components or Third Party Data; (w) claims arising from any data, product specifications, information or materials provided by Subscriber hereunder, when used in connection with the SaaS Services or any customization or configuration made to the SaaS Service proposed by or provided by Subscriber under a Statement of Work; (x) use of the SaaS Services in combination with modules, apparatus, hardware, software, or services not authorized by Mark43 or specified in the Documentation for use with the SaaS Services; (y) use of the SaaS Services in a manner that is not in accordance with this Agreement or the Documentation; (z) the alteration or modification of the SaaS Services by a party other than Mark43, unless such alterations and modifications were authorized by Mark43 or specified in the Documentation for use with the SaaS Services.
- 8.2 Indemnification by Subscriber.** Except where prohibited by law, Subscriber will defend, indemnify and hold harmless Mark43 and its Affiliates, and each of their officers, directors, managers, shareholders, members and employees from any and all claims, liabilities, costs and expenses (including reasonable attorney's fees and expert and consulting fees) in connection with (I) any third party claim arising from or relating to (i) any allegation that any data, product specifications, information or materials provided by Subscriber hereunder, including, without limitation, the Subscriber Data and Third Party Applications, when used in connection with the SaaS Services or any customization or configuration made to the SaaS Service proposed by or provided by Subscriber under a Statement of Work: (a) infringes or misappropriates any Intellectual Property Rights of a third party, or (b) violates any Applicable Laws; (ii) the actual or alleged violation of Applicable Law by Subscriber, any Authorized User, or any Affiliate, employee, agent or independent contractor of Subscriber; or (iii) Subscriber's breach of this Agreement; provided, however, that the foregoing obligations shall be subject to Mark43 (x) promptly notifying Subscriber of the claim, (y) providing Subscriber with reasonable cooperation in the defense of the claim and (z) providing Subscriber with sole control over the defense and negotiations for a settlement or compromise; provided, however, that Subscriber shall not enter into any such settlement without Mark43's prior written consent, which consent will not be unreasonably withheld, and that Mark43 shall be permitted to participate in the defense of any such claim, at its own expense, with counsel of its choosing; (II) disabling a connection to a Third Party Application at Subscriber's request; (III) Subscriber's actions or failure to act, resulting in any third-party claim for personal injury or death, damage to personal property or reputation, environmental damage, interference with contract or

employment, or violation of privacy; (IV) any request pursuant to a judicial or governmental order or other similar process, including but not limited to a subpoena or FOIA request or discovery request, seeking the disclosure of any Subscriber Data or other information collected or maintained by Mark43 in connection with the SaaS Services. For the avoidance of doubt, and without limiting the foregoing, Subscriber hereby acknowledges that Mark43 shall have no implicit or explicit obligation to challenge, oppose or defend against any request described in Clause (IV) of this subsection unless and until Subscriber reaffirms that it will honor its indemnification obligations as provided herein.

## 9. MISCELLANEOUS.

- 9.1 Notices.** Unless otherwise specified herein, all notices and other communications between the parties required or permitted by this Agreement or by Applicable Law, will be deemed properly given, if given by (i) personal service, (ii) registered or certified mail, postage prepaid, return receipt requested, or (iii) nationally recognized private courier service, to the respective addresses of the parties set forth below or such other addresses as the respective parties may designate by like notice from time to time. Notices so given will be effective upon (a) receipt by the party to which notice is given; or (b) on the fifth (5th) business day following mailing, whichever occurs first:

If to Mark43:

Mark43, Inc.  
28 E. 28<sup>th</sup> Street  
12<sup>th</sup> Floor  
New York, NY 10016  
Attn: David Jochim  
Email: dave@mark43.com

If to Subscriber:

See the Master Agreement.

Copy to:

Copy to:  
Mark43, Inc.  
28 E. 28<sup>th</sup> Street  
12<sup>th</sup> Floor  
New York, NY 10016  
Attn: General Counsel  
Email: contractnotices@mark43.com

See the Master Agreement.

- 9.2 Assignment.** Neither party may assign or otherwise transfer any of its rights or obligations under this Agreement without the prior, written consent of the other party; provided, however, that a party may, without the consent of the other party, assign or otherwise transfer this Agreement to any of its Affiliates or to an entity with or into which it is merged or consolidated or to which it sells its stock or other equity interests or all or substantially all of its assets. Any assignment or other transfer in violation of this section will be null and void. Subject to the foregoing, this Agreement will be binding upon and inure to the benefit of the parties hereto and their permitted successors and assigns.
- 9.3 Dispute Resolution.** In the event of a dispute arising under or relating to this Agreement, the parties agree to finally and exclusively resolve the dispute by binding arbitration governed by the Federal Arbitration Act ("FAA"). All disputes will be resolved before a neutral arbitrator, whose decision will be final except for a limited right of appeal under the FAA. Any court with jurisdiction over the parties may enforce the arbitrator's award. The arbitration shall be commenced and conducted under the Commercial Arbitration Rules of the American Arbitration Association (AAA) then in effect, which is available at the AAA website [www.adr.org](http://www.adr.org). If those rules conflict with this provision, this provision shall control. The arbitration shall be conducted before a panel of one or more arbitrators. The arbitrator(s) shall be selected from the AAA's National Roster of Arbitrators pursuant to agreement between the parties or through selection procedures administered by the AAA. The arbitration may be conducted in person, through the submission of documents, by phone or online. If conducted in person, the arbitration shall take place in New York, New York. The arbitrator(s) shall determine the matters in dispute strictly in accordance with the terms of this Agreement and the substantive law of the State of New York, excluding its principles of conflicts of laws, except that the interpretation and enforcement of this arbitration provision shall be governed by the FAA. The parties agree that New York, New York, USA is the proper forum for any appeals of an arbitration award or for trial court proceedings in the event that the arbitration provision herein is found to be unenforceable.

The award of the arbitrator(s) shall be the sole and exclusive remedy between the parties regarding any claims, counterclaims, issues or accountings presented or pled to the arbitrators, provided that THE ARBITRATOR(S) SHALL HAVE NO AUTHORITY TO AWARD EITHER PARTY ANY SPECIAL, PUNITIVE, INDIRECT, INCIDENTAL, OR CONSEQUENTIAL DAMAGES (INCLUDING DAMAGES FOR LOST PROFITS), OR ATTORNEYS' FEES OR COSTS. The parties may litigate in court and shall submit to the personal jurisdiction of the federal and state courts located in New York, New York, USA, for any action to do the following: (i) to compel arbitration; (ii) to stay proceeding pending arbitration; (iii) seek injunctive or other equitable relief to prevent the actual or threatened infringement, misappropriation or violation of a its copyrights, trademarks, trade secrets, patents, or other intellectual property or proprietary rights, including any provisional relief required to prevent irreparable harm; (iv) to protect or defend the ownership, validity or enforcement of any intellectual property rights; (v) or to confirm, modify, vacate or enter judgment on the award entered by the arbitrator. The parties agree that New York, NY USA is the proper forum for any appeals of an arbitration award or for trial court proceedings in the event that the arbitration provision herein is found to be unenforceable.

The arbitration award and record, and any Confidential Information that is used at or in connection with the arbitration shall not be disclosed to third parties by the arbitrator(s) or the parties without the prior written consent of both parties. Neither the fact that the arbitration occurred nor the result of the arbitration shall be admissible in evidence in a subsequent proceeding brought on the same claims that were presented at the arbitration.

- 9.4 Force Majeure.** Except with respect to failure to pay any amount due under this Agreement, nonperformance of either party will be excused to the extent that performance is rendered impossible by strike, fire, flood, governmental acts that are not caused by or within the control of the nonperforming party, orders or restrictions, failure of suppliers, or any other reason where failure to perform is beyond the control and not caused by the negligence of the non-performing party.
- 9.5 No Waiver.** The failure of either party to enforce at any time for any period any provision hereof will not be construed to be a waiver of such provision or of the right of such party thereafter to enforce each such provision, nor shall any single or partial exercise of any right or remedy hereunder preclude any other or further exercise thereof or the exercise of any other right or remedy. No waiver of any rights is to be charged against any party unless such waiver is in writing signed by an authorized representative of the party so charged.
- 9.6 Amendment.** No modification, change or amendment to this Agreement shall be effective unless in writing signed by Subscriber and Mark43. No term included in any invoice, estimate, confirmation, acceptance, purchase order or any other similar document in connection with this Agreement will be effective unless expressly stated otherwise in a separate writing signed by Subscriber and Mark43.
- 9.7 Relationship of the Parties.** The relationship of the parties established by this Agreement is that of independent contractors and nothing contained herein will be construed to (a) give any party any right or authority to create or assume any obligation of any kind on behalf of any other party or (b) constitute the parties as partners, joint ventures, co-owners or otherwise as participants in a joint or common undertaking.
- 9.8 Severability.** Any term or provision of this Agreement that is invalid or unenforceable in any jurisdiction will, to the extent the economic benefits conferred thereby to the parties remain substantially unimpaired, be ineffective to the extent of such invalidity or unenforceability without rendering invalid or unenforceable the remaining terms and provisions or affecting the validity or enforceability of any of such terms or provisions in any other jurisdiction.
- 9.9 Headings.** The titles and headings contained in this Agreement are for reference purposes only and shall not in any manner limit the construction or interpretation of this Agreement.
- 9.10 Counterparts.** This Agreement may be executed, including by electronic signature, in two or more counterparts, each of which shall be an original and all such counterparts together shall constitute one and the same instrument. Electronically executed or electronically transmitted (including via facsimile transmission) signatures have the full force and effect of original signatures.
- 9.11 Cumulative Remedies.** All remedies for breach of this Agreement are cumulative, and may be exercised concurrently or separately, and the exercise of any one remedy shall not be deemed an election of such remedy to the exclusion of other remedies.

- 9.12 Export Compliance.** In connection with this Agreement, each party will comply with all applicable import, re-import, export, and re-export control laws and regulations, including the Export Administration Regulations, the International Traffic in Arms Regulations, and country-specific economic sanctions programs implemented by the Office of Foreign Assets Control.
- 9.13 Compliance with Laws.** Each party shall comply with all Applicable Laws relating to or pertaining to the use of the Services. Subscriber shall ensure that its use of all Subscriber Data complies with all Applicable Laws relating to the privacy of third parties or the protection of their personal data promulgated by any governmental, municipal, or legal authority having jurisdiction over Subscriber or the End User Data covered by this Agreement. “**Applicable Laws**” means all applicable provisions of all (x) constitutions, treaties, statutes, laws (including the common law), rules, directives, regulations, ordinances, codes or orders of any governmental authority and (y) orders, decisions, injunctions, judgments, awards and decrees and consents of or agreements with any such entity. Each party shall comply with local anti-bribery laws as well as the U.S. Foreign Corrupt Practices Act, as well as any other applicable laws and regulations. In connection with its performance under the Agreement, neither party shall directly or indirectly: (A) offer, pay, promise to pay, or authorize the payment of any money, gift or other thing of value to any person who is an official, agent, employee, or representative of any government or instrumentality thereof or to any candidate for political or political party office, or to any other person while knowing or having reason to believe that all or any portion of such money, gift or thing of value will be offered, given, or promised, directly or indirectly, to any such official, agent, employee, or representative of any government or political party, political party official or candidate; (B) offer, promise or give any person working for, or engaged by, the other party a financial or other advantage to (i) induce that person to perform improperly a relevant function or activity; or (ii) reward that person for improper performance of a relevant function or activity; or (C) request, agree to receive or accept any financial or other advantage as an inducement or a reward for improper performance of a relevant function or activity in connection with this Agreement. Each party represents and warrants that it shall be responsible for compliance with this provision by all third parties engaged by it to perform services related to this Agreement and shall require that such third parties agree to comply with all legal requirements required of such party under this Agreement.
- 9.14 Certain Waivers Unenforceable.** Subscriber agrees that it will not ask Mark43, or any Mark43 employee or contractor, to sign a document that waives liability for property damage, injury, or death that occurs on Subscriber's real property or property (such as vehicles) that is owned or controlled by Subscriber, or in the course of performing a ride-along or comparable activity with Subscriber's personnel. Subscriber further agrees that any waiver signed by a Mark43 employee or contractor is null, void, and unenforceable against Mark43 and its employees and contractors.
- 9.15 Entire Agreement.** This Agreement supersedes all previous understandings, agreements and representations between the parties, written or oral and constitutes the entire agreement and understanding between the parties with respect to the subject matter thereof and incorporates all representations, warranties, covenants, commitments and understandings on which they have relied in entering into this Agreement, and, except as provided for herein, neither party makes any covenant or other commitment concerning its future action nor does either party make any promises, representations, conditions, provisions or terms related thereto.
- 9.16 Supporting Documents.**
- The following documents are, by this reference, expressly incorporated into this Agreement and are collectively referred to herein as the “Supporting Documents:”
- Schedule A: Services Schedule
  - Schedule B: Transition Assistance
  - Schedule C: Technical Requirements
  - Schedule D: Additional License Terms
  - Schedule E: Data Processing Addendum

This Agreement and the Supporting Documents shall be construed to be mutually complimentary and supplementary whenever possible. In the event of a conflict that cannot be resolved, the provisions of this Agreement itself shall control over any conflicting provisions in any of the Supporting Documents.

**IN WITNESS WHEREOF**, the parties have caused this Agreement to be executed by their duly authorized representatives.

**MARK43, INC.**

**CITY OF VANCOUVER**

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

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

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

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

Title:\_\_\_\_\_

Title:\_\_\_\_\_

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

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

**SCHEDULE A**

**Services Schedule**

Intentionally Omitted. See the Master Agreement.



**SCHEDULE B**  
**Transition Assistance**

Intentionally Omitted. See the Master Agreement.

## **SCHEDULE C**

### **Technical Requirements**

This Schedule lists the minimum technical requirements required for Mark43's RMS, CAD, Evidence Management and Data Exchange applications. This also describes the requirements for Mark43 interface servers. Third Party Providers and subcontractors may have additional requirements that are not listed here.

#### **1. MARK43 RMS**

##### **1.1 RMS Workstation Requirements**

| <b>Item</b>      | <b>Minimum</b>              | <b>Recommended</b>                |
|------------------|-----------------------------|-----------------------------------|
| Operating System | Windows 7+, Apple OS X 10.X | Windows 10, Mac OS 10.X           |
| Processor        | 1x dual-core processor      | 1x dual-core processor or greater |
| Architecture     | x64 / x86                   | x64                               |
| Memory           | 4 GB                        | 6 GB+                             |
| Network Card     | 1x 2Mbps+ NIC               | 1x 10Mbps+ NIC                    |
| Display(s)       | 1x 1024x768                 | 1 x 1920x1080                     |
| Hard Drive       | 1 GB available space        | 5 GB available space              |
| Graphics Card    | N/A                         | N/A                               |
| Bandwidth        | 2 Mbps                      | 5+ Mbps                           |

##### **1.2 RMS Workstation Site Internet Requirements**

The Mark43 platform operates as a single-page application where most of the heavy download load is needed only on initial page load for each user. Mark43 recommends for the RMS application an overall internet bandwidth connection of 1+ Mbps per concurrent user using that connection. Actual performance and usage may vary greatly depending on user usage of other internet-connected applications and your ISP.

##### **1.3 RMS Browser Requirements**

Mark43 RMS is web-based and requires a modern web browser to access the system. Mark43 RMS supports all versions of Microsoft Internet Explorer and Google Chrome that receive technical support and security updates from the browser vendor.

- Google Chrome (latest)
- Microsoft Internet Explorer: All versions of Microsoft Internet Explorer that receive technical support and browser updates. (As of 1/1/2019 this is IE 11+, Microsoft Edge)

##### **1.4 RMS Mobile Data Terminal Requirements**

| <b>Item</b>      | <b>Minimum</b>            | <b>Recommended</b>                |
|------------------|---------------------------|-----------------------------------|
| Operating System | Windows 7+, Mac OS X 10.X | Windows 10, Mac OS 10.X           |
| Processor        | 1x dual-core processor    | 1x dual-core processor or greater |
| Architecture     | x64 / x86                 | x64                               |
| Memory           | 2 GB                      | 4 GB+                             |
| Network Card     | 2 Mbps (4G LTE)           | 5+ Mbps (4G LTE)                  |
| Display(s)       | 1x 1024x768               | 1x 1024x768+                      |
| Hard Drive       | 1 GB available space      | 5 GB available space              |
| Graphics Card    | N/A                       | N/A                               |

## 2. MARK43 CAD

### 2.1 CAD Call Taker / Dispatcher Workstations

Mark43 recommends solely using the Mark43 CAD installed windows application for CAD call takers and dispatchers. The installed application allows for multi-window functionality and a more seamless user experience for power-users of the CAD application.

| Item             | Minimum                   | Recommended                           |
|------------------|---------------------------|---------------------------------------|
| Operating System | Windows 7+, Mac OS X 10.X | Windows 10, Mac OS 10.X               |
| Processor        | 1x dual-core processor    | 1x quad-core processor or greater     |
| Architecture     | x64                       | x64                                   |
| Memory           | 4 GB                      | 8 GB+                                 |
| Network Card     | 1x 2Mbps+ NIC             | 1x 10 Mbps+ NIC                       |
| Display(s)       | 1 x 1024x768 monitor      | 2x+ 1920x1080 monitors                |
| Hard Drive       | 1 GB available space      | 5 GB available space                  |
| Graphics Card    | 128 MB of video memory    | 2x 512MB NVIDIA Quadro NVS 310, 4 MON |
| Bandwidth        | 2 Mbps                    | 10+ Mbps                              |

### 2.2 CAD Call Taker / Dispatcher Workstation Site Internet Requirements

The Mark43 platform operates as a single-page application where most of the heavy download load is needed only on initial page load for each user. Mark43 highly recommends for the CAD application an overall internet bandwidth connection of 2+ Mbps per concurrent user using that connection and a backup ISP connection with automatic failover. Actual performance and usage may vary greatly depending on user usage of other internet-connected applications and your ISP.

### 2.3 CAD First Responder Mobile Data Terminal Requirements

| Item             | Minimum                   | Recommended                       |
|------------------|---------------------------|-----------------------------------|
| Operating System | Windows 7+, Mac OS X 10.X | Windows 10, Mac OS 10.X           |
| Processor        | 1x dual-core Processor    | 1x dual-core processor or greater |
| Architecture     | x64                       | x64                               |
| Memory           | 2 GB                      | 4 GB+                             |
| Network Card     | 2 Mbps+ (4G LTE)          | 5 Mbps+ (4G LTE)                  |
| Display(s)       | 1 x 1024x768              | 1 x 1024 x 768                    |
| Hard Drive       | 1 GB available space      | 5 GB available space              |
| Graphics Card    | 128 MB of video memory    | N/A                               |
| Bandwidth        | 2 Mbps+ (4G LTE)          | 5 Mbps+ (4G LTE)                  |

### 2.4 Mark43 CAD Web Application (First Responder & Dispatch)

Mark43 CAD is also web-based and requires a modern web browser to access the system. Mark43 CAD is only supported for the latest version of Google Chrome. All other users are recommended to use the installed version of the application.

### 2.5 GPS Pinger

| Item             | Minimum          | Recommended      |
|------------------|------------------|------------------|
| Operating System | Windows 7+       | Windows 10       |
| Architecture     | x32              | x64              |
| Network Card     | 2 Mbps+ (4G LTE) | 5 Mbps+ (4G LTE) |

Other requirements:

- Powershell that is installed with Windows 7+
- .Net Framework v.2.0.50727 or v.4.0
- Java jre 8u162
- To support legacy passthrough, com0com driver required and dedicated COM ports set up
- Admin access is required for installation
- Service account set up with "Log in as service" permissions
- Verified Hardware:
  - \* Getac machines with internal GPS (BAUD rate of 96k)
  - \* BU-353S4 receivers that plug in
- Supported:
  - \* GPS Receiver using NMEA standard (that is to say \$GPxxx messages) with a dedicated COM port
- External Antenna strongly recommended

### 3. MARK43 EVIDENCE MANAGEMENT

#### 3.1 Evidence Workstation Requirements

Evidence workstation requirements mirror the RMS workstation requirements, as evidence is loaded as a module of the RMS.

#### 3.2 Evidence Smartphone Mobile Application

- **Platforms:**
  - Android version 5+
- **Recommended Device:**
  - Samsung Galaxy S7+

#### 3.3 Evidence Barcode Printer Requirements

Mark43 Evidence product requires a barcode printer to optimize the evidence management process. Mark43 integrates seamlessly with Zebra barcode printing hardware and requires the following printer:

- ZD420 model number ZD42043-C01E00EZ
- 2000T label
- 5095 Premium Resin ribbon (05095CT11007)
  - Ribbon roll-only (05095GS11007)

#### 3.4 Evidence Printer Server Requirements

The complexity with barcode printing stems from making our website communicate with physical hardware on premises with our clients. We cannot rely on Chrome/Internet Explorer's built in printing functionality because they do not support the Zebra printing language we use for labels. In order to communicate with the barcode printers we will need an intermediate server to route printing requests. This machine can be the same machine as the Interface Servers specified below or standalone in which case it will need the following specifications:

- 2 GB RAM
- 32 GB HDD Storage
- 2 x 2.0+ GHz Processors

### 4. MARK43 DATA EXCHANGE

The Mark43 Data exchange functionality is enabled through either the RMS or CAD applications. Additional interface servers may be required to support Mark43 Data Exchange data flows, depending on the department's size and complexity.

### 5. MARK43 INTERFACE SERVERS

If 3<sup>rd</sup> party integrations are required, interface server(s) may be installed on site. The requirements of an interface server are as follows. The recommended number of interface servers needed depends on the interface requirements of the agency as well as the number of users supported by the data exchange product.

| Item                       | Minimum         | Recommended   |
|----------------------------|-----------------|---------------|
| Operating System           | CentOS 7        | CentOS 7      |
| Processor speed & quantity | 4x CPUs         | 8x+ CPUs      |
| Architecture               | x64 / x86       | x64 / x86     |
| Memory                     | 8 GB            | 16+ GB        |
| Network Card               | 1x 100 Mbps NIC | 2x 1Gbps NICs |
| Display(s)                 | N/A             | N/A           |
| Hard Drive                 | 250 GB          | 500 GB        |
| Graphics Card              | N/A             | N/A           |

**SCHEDULE D**

**Additional Terms**

Intentionally Omitted. See the Master Agreement.

**SCHEDULE E**

**Mark43 Data Processing Addendum**

Intentionally Omitted. See the Master Agreement.



# **Police Department**

## **STATEMENT OF WORK**

***mark43***

## Table of Contents

|                                        |           |
|----------------------------------------|-----------|
| <b>INTRODUCTION</b>                    | <b>3</b>  |
| <b>PROJECT TEAM STRUCTURE</b>          | <b>3</b>  |
| <b>PROJECT MANAGEMENT GUIDELINES</b>   | <b>7</b>  |
| <b>STATEMENT OF WORK TASK FORMAT</b>   | <b>8</b>  |
| <b>INITIAL PROJECT TASKS</b>           | <b>10</b> |
| <b>PROJECT KICK-OFF MEETING</b>        | <b>10</b> |
| <b>PROJECT SCHEDULE REVIEW</b>         | <b>11</b> |
| <b>SYSTEM HARDWARE REVIEW</b>          | <b>13</b> |
| <b>RMS IMPLEMENTATION TASKS</b>        | <b>14</b> |
| <b>DEPARTMENT ASSESSMENT</b>           | <b>14</b> |
| <b>INTERFACE CONTROL DOCUMENTATION</b> | <b>15</b> |
| <b>DATA CONVERSION STUDY</b>           | <b>18</b> |
| <b>SYSTEM CONFIGURATION</b>            | <b>20</b> |
| <b>INTERFACE DEVELOPMENT</b>           | <b>21</b> |
| <b>INTEGRATION TESTING</b>             | <b>23</b> |
| <b>FUNCTIONAL TESTING</b>              | <b>24</b> |
| <b>POLICY/GENERAL ORDERS REVIEW</b>    | <b>25</b> |
| <b>PRODUCT DOCUMENTATION</b>           | <b>27</b> |
| <b>TRAINING</b>                        | <b>28</b> |
| <b>CUTOVER PLAN</b>                    | <b>29</b> |
| <b>CUTOVER READINESS REVIEW</b>        | <b>31</b> |
| <b>CUTOVER</b>                         | <b>33</b> |

## Introduction

This statement of work (hereinafter “SOW”) which is attached to the Agreement as Exhibit A, details the effort necessary by Mark43 (hereinafter “Contractor”) to implement for its Records Management System (RMS) and Evidence applications, along with interfaces to third party software as specified herein (hereinafter “System”) for the City (or “Agency”).

The Parties understand and agree that the System is intended to serve the City. Contractor agrees to work cooperatively with the City through each project task to ensure the System meets requirements. The Contractor will be responsible for all project tasks specified in the SOW, including building interfaces, data conversion/migration, testing, implementing, document provision, training, go-live and maintenance support. Notwithstanding the foregoing, or anything to the contrary in the Agreement, this SOW, or any other agreement, the Agency agrees and understands that it, and not the Contractor, is solely responsible for establishing any required agreement(s) and/or statement(s) of work with Third Party Providers in connection with the interfaces, and for paying all fees, costs and expenses of Third Party Providers.

The SOW guides the primary activities and responsibilities for implementation of the System. It documents project implementation requirements, identifies each major task within the implementation process, sets expectations for each party and identifies the criteria by which a task will be considered complete.

The SOW includes the following Attachments:

- **Attachment A – Initial Project Schedule** (to be finalized after Project Kickoff Meeting)
- **Attachment B – Training Methodology** (to be finalized by Contractor and the Agency during implementation)

## Project Team Structure

The Contractor’s project implementation team will consist of the following personnel:

| ROLE                             | RESPONSIBILITIES                                                                                                                           | POC(s)                                                                                                |
|----------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------|
| <b>Project Executive Sponsor</b> | Escalation point for issues that arise beyond the project level                                                                            | Dave Jochim<br><i>Chief Customer Officer</i><br>Allan Machiewicz<br><i>Director of Implementation</i> |
| <b>Project Team</b>              | The Mark43 Project Team will work closely with Agency Project Manager, Workflow Decision Makers, and Superusers through the implementation | Matt Neal<br><i>Implementation Manager</i>                                                            |

|                                 |                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                       |
|---------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------|
|                                 | process. The Implementation Manager will be the Agency's primary point of contact. This team will assist Agency Personnel in creating analytics which require Contractor systems. During the Department Assessment Mark43 will work with the Agency to identify core workflows and processes. Following the Department Assessment, the Mark43 Project Team will propose workflows as part of the Future State Analysis. | Joni Fleischer<br><i>Implementation Lead</i>          |
| <b>Technical Services Team</b>  | The Contractor's Technical Services Team is responsible for determine the scope of data migrations and any technical integrations between Contractor systems and other Third Party Vendor systems. This team will work closely with Agency IT personnel to ensure integration and data migration timelines are met.                                                                                                     | Karen Xiao<br><i>Technical Services Engineer</i>      |
| <b>Operational Support Team</b> | The Contractor Operational Support Team is responsible for training Agency personnel and developing Agency training documentation in accordance with Contractor's training methodology. The Contractor Operational Support Team representatives will also be responsible for providing user support during and after cutover to Contractor systems.                                                                     | Greer Davis<br><i>Director of Operational Support</i> |

The Agency's Project Team should consist of designated personnel agency with the various skill sets, knowledge and backgrounds required to implement the new systems. The following list identifies the recommended Project Team roles and corresponding responsibilities

| <b>ROLE</b>              | <b>RESPONSIBILITIES</b>                                                                                                                                                                                | <b>POC(s)</b> |
|--------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| <b>Executive Sponsor</b> | Executive sponsors and escalation point in the Agency for issues that arise beyond the project level. Responsible for making decisions on recommended business process changes and other related items |               |

|                              |                                                                                                                                                                                                                                                                                                        |  |
|------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| <b>Project Manager</b>       | Contractor's primary point of contact in the Agency during the implementation process. Responsible for the day-to-day coordination of project activities with the Agency Project Team and with the Contractor Implementation Manager                                                                   |  |
| <b>Working Group Leaders</b> | Leaders from various functional groups within the Agency who have the expertise to opine on workflows and the authority to make decisions on changes to workflows at launch. These Working Group Leaders will serve as the lead Agency representative for their respective working groups (see below). |  |

Throughout the implementation, Working Groups that include representatives from the Contractor and the Agency will be responsible for supporting, informing, and making decisions on the various tasks required for launch. The Working Group Leaders will be empowered with the authority to act as the final decision-maker for changes in System-related workflows, as needed.

Working Groups should include individuals who are able to answer specific questions about their area of responsibility. Additional Working Groups may be required based on the unique needs of the Agency.

| <b>WORKING GROUP</b>                                 | <b>RESPONSIBILITIES</b>                                                                                                                                                                                                 | <b>POC</b> |
|------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|
| <b>Patrol (Officers and Supervisors)</b>             | Review and sign off on business processes related to first responder, patrol, and patrol supervisor workflows in Contractor systems based on expert knowledge of department policies                                    |            |
| <b>Investigations (Detectives &amp; Supervisors)</b> | Review and sign off on business processes related to investigations and case management, to include detective and detective supervisor workflows in Contractor systems based on expert knowledge of department policies |            |
| <b>Records</b>                                       | Review and sign off on business processes related to records workflows, to include answering public information requests and expungements.                                                                              |            |
| <b>Property &amp; Evidence</b>                       | Review and sign off on business processes related to property room                                                                                                                                                      |            |

5

Mark43 SOW

**PROPRIETARY AND HIGHLY CONFIDENTIAL INFORMATION OF MARK43, INC**

|                                            |                                                                                                                                                                                                                                                                                                                                                                                                                               |  |
|--------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
|                                            | workflows, to include logging and tracking evidence in Contractor systems based on expert knowledge of department policies                                                                                                                                                                                                                                                                                                    |  |
| <b>Booking</b>                             | Review and sign off on business processes related to the booking and processing of arrestees in Contractor systems based on expert knowledge of department policies                                                                                                                                                                                                                                                           |  |
| <b>UCR/NIBRS</b>                           | Review and sign off on business processes related to monthly UCR or NIBRS reporting based on expert knowledge of department policies                                                                                                                                                                                                                                                                                          |  |
| <b>Crime Analysis</b>                      | Review and sign off on business processes related to statistical analysis of data in Contractor systems based on expert knowledge of department policies and needs.                                                                                                                                                                                                                                                           |  |
| <b>GIS</b>                                 | Responsible for providing the Contractor Implementation Manager with shapefiles prior to cutover (Mark43 will provide shapefile format and example). Post-cutover, agency IT is responsible for maintaining shapefiles                                                                                                                                                                                                        |  |
| <b>NTECC Communications &amp; Dispatch</b> | Review and approve on business processes relation to Communications, call-taker, and dispatcher workflows in Contractor systems based on expert knowledge of Agency policies                                                                                                                                                                                                                                                  |  |
| <b>Technology</b>                          | <ul style="list-style-type: none"> <li>• Identify scope and provide documentation for any data migration</li> <li>• Identify scope and provide documentation for any interfaces</li> <li>• Identify technical gaps between existing systems and Contractor systems</li> <li>• Define technical standards</li> <li>• Introduce Third Party Vendors or other technical experts as needed to facilitate project goals</li> </ul> |  |

|                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |  |
|---------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
|                                       | <ul style="list-style-type: none"> <li>• Perform data conversion and migration</li> <li>• Develop interfaces to and from RMS</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                      |  |
| <b>Policy &amp; Change Management</b> | <ul style="list-style-type: none"> <li>• Review business processes with the Agency and external agencies</li> <li>• Identify areas of improvement in conjunction with the cutover to the Mark43 RMS</li> <li>• Draft policy, Administrative Directive, General Order, or Standard Operating Procedure changes for approval by Agency Sponsor(s)</li> <li>• Define report approval processes</li> <li>• Implement new policy, Administrative Directives, General Orders or Standard Operating Procedures at launch</li> </ul> |  |
| <b>Communication</b>                  | <ul style="list-style-type: none"> <li>• Establish communication matrix</li> <li>• Work with Contractor utilizing multiple vehicles to market new tools and processes, including, but not limited to: <ul style="list-style-type: none"> <li>○ Newsletters</li> <li>○ Formal presentations</li> <li>○ Surveys</li> <li>○ Web page updates</li> <li>○ Informal small group meetings</li> <li>○ Brown bag lunch workshops</li> </ul> </li> </ul>                                                                               |  |
| <b>Training</b>                       | <ul style="list-style-type: none"> <li>• Develop training plan and training material for end users, Trainers, and system administrators</li> <li>• Schedule training sessions for all user groups</li> <li>• Track and report training progress to the Contractor Project Team and Agency Project Manager</li> </ul>                                                                                                                                                                                                         |  |



|                |                                                                                                                                                                                 |  |
|----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| <b>Support</b> | <ul style="list-style-type: none"> <li>• Define support model for Contractor systems</li> <li>• Establish connections to existing Agency IT support (e.g. Help Desk)</li> </ul> |  |
|----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|

## Project Management Guidelines

Project management occurs throughout the project and is a component of every task. Overall project management activities for both Contractor and the Agency are listed here for reference.

The Contractor's project management responsibilities include the following:

- Maintaining project communications with the Agency Project Manager
- Managing the efforts of the Contractor Project Team and coordinating Contractor's activities with the Agency Project Manager
- Managing the efforts of subcontractors (if any) used by Contractor in the performance of the project
- Conducting monthly on-site status meeting with the Agency Project Manager
- Conducting weekly project review meetings with the Agency Project Manager via web conference.
- Responding to project management etiquette issues raised by the Agency Project Manager within five (5) calendar days
- Explore hosting a communications application that facilitates asynchronous communication and project tasking
- Maintaining a list of project risks
- Preparing and submitting monthly status reports which include: the accomplishments of the previous month; planned activities; and any updates to the project schedule
- Ensuring Contractor personnel have ample time, resources, and expertise to carry out their respective tasks and responsibilities

Agency project management responsibilities include the following:

- Maintaining project communications with the Contractor Implementation Manager
- Managing the efforts of Agency personnel and coordinating Agency activities with the Contractor Implementation Manager

- Ensuring that Agency personnel have ample time, resources and expertise to carry out their respective tasks and responsibilities
- Participating in status meeting with the Contractor Implementation Manager on a monthly basis, or as may otherwise be reasonably required, to discuss project status
- Participating in weekly project review meeting with the Contractor Implementation Manager via web conference calls
- Providing responses to issues raised by the Contractor Implementation Manager via web conference calls
- Providing workspace for Contractor personnel, as reasonably requested

## Statement of Work Task Format

Each task identified in the SOW includes the following:

- Task Description
- Contractor/Agency Participants
- Prerequisites
- Deliverables
- Contractor/Agency Responsibilities
- Completion Criteria

The tasks defined in the SOW may not be listed chronologically, and the actual project implementation tasks and timelines will follow the mutually agreed to Project Schedule, unless otherwise noted.

## Initial Project Tasks

The following tasks must occur prior to the start of the project and include the Contractor and Agency Project Teams.

## Project Kick-Off Meeting

The objective of this task is to ensure that all project assumptions are valid and all requirements understood prior to beginning any significant work. A meeting for project kick-off will be held onsite after the Contract has been executed. During this meeting, the following topics will be covered:

- Logistics
  - Facilities tour, conducted by the Agency Project Manager
  - CJIS Compliance Training and Documentation which will include signing a Vendor Agreement Addendum and reviewing a training slide deck.
  - Facilities access and security requirements (during and after normal business hours)
  - Work space requirements for Contractor personnel while onsite will be provided to Agency two weeks in advance.
- Project Organization, Roles, and Responsibilities
  - Project team members and contact information
  - Communication Plan
  - Project overview (high level review of the SOW and its Attachments, and the Master Services Agreement and its Exhibits)
  - High level review of product and project deliverables
- Known project risks

## Contractor Team Participation

- Project Executive Sponsor
- Project Team Representative(s)
- Technical Services Team Representative(s)

## Agency Team Participation

- Executive Sponsor
- Agency Project Manager

Mark43 SOW

10

**PROPRIETARY AND HIGHLY CONFIDENTIAL INFORMATION OF MARK43, INC**

- All Working Group Leaders

## **Prerequisites**

- Contract signed
- SOW distributed to relevant Project Team members

## **Deliverables**

- Project kick-off meeting notes

## **Contractor Responsibilities**

- Review the project organization, roles, and responsibilities with the Agency
- Conduct a project overview including a review of the SOW to answer any outstanding questions and verify all aspects of the Project approach, per the topics listed above
- Work with the Agency to identify and document any potential project risks
- Provide communication plan proposal and manage any resources required
- Provide meeting minutes, documented risks, and action items outlining anything that may affect project schedule, resources, and/or SOW
- Inform Agency of VPN requirements for project implementation and continued system maintenance

## **Agency Responsibilities**

- Review the SOW and work with the Contractor to verify the project approach
- Provide location and logistical support for project planning meeting
- Provide a complete list of stakeholders, to include Working Group Leaders and Working Group POCs, and any other resources as recommended by the Agency and the Contractor Implementation Team

## **Completion Criteria**

This task is considered complete after the on-site Project Kick-off Meeting with Contractor representatives in attendance; and upon delivery of the meeting minutes to the Agency and a mutually agreeable draft schedule has been prepared for the completion of the Project Schedule Review.

## **Project Schedule Review**

The initial Project Schedule is Attachment A to this SOW. The Project Schedule identifies all tasks to be completed by the Contractor and the Agency during the lifecycle of the project, the responsible party for each task and the project milestones.

During this task, the Contractor and Agency Project Manager, as well as the Agency Executive Sponsors, and other Agency and/or Contractor personnel who can assist in scheduling decisions, will meet to review the schedule. The Contractor and Agency will verify the availability of resources to complete scheduled tasks and adjust the schedule by mutual agreement to accommodate any known variations in availability. The Contractor Implementation Manager will update the project schedule. The Contractor will deliver a final project schedule for Agency review within seven (7) calendar days of completing the Project Schedule Review meeting.

The Project Schedule will be updated weekly by the Contractor, throughout the course of the Project. All changes to the schedule will be mutually agreeable. Any schedule changes that occur will be a part of the weekly Project Status Report provided by the Contractor Implementation Manager.

## **Contractor Team Participation**

- Project Team Representative(s)

## **Agency Team Participation**

- Executive Sponsor
- Agency Project Manager

## **Prerequisites**

- Project Kick-off meeting

## **Deliverables**

- Completed Project Schedule

## **Contractor Responsibilities**

12

Mark43 SOW

**PROPRIETARY AND HIGHLY CONFIDENTIAL INFORMATION OF MARK43, INC**

- Present and discuss Project Schedule
- Update Project Schedule with Agency and make changes and/or corrections that are mutually agreed
- Administrative Tasks (agenda, meeting minutes, schedules, etc)

## **Agency Responsibilities**

- Provide input to the Project Schedule
- Commit resources to be available when required per the Project Schedule
- Review and approve the final Project Schedule within fourteen (14) calendar days of submittal by the Contractor

## **Completion Criteria**

This task is considered complete upon Agency approval of the Project Schedule resulting from the Project Schedule Review.

## **System Hardware Review**

The objective of this task is to ensure the Agency's hardware and operating system server software can support the System.

As part of this task, the Contractor will facilitate a discussion with the Agency regarding the Agency's hardware and network environment. The Agency will also need to order any hardware and system software for which it is responsible, and which is needed to establish the System's functionality (e.g. Zebra label printers, smartphone for mobile evidence scanner, integration servers). Contractor will identify the quantity of hardware and system software at least 30 days in advance of requirement.

## **Contractor Team Participation**

- Project Team Representative(s)
- Technical Services Team Representative(s)

## **Agency Team Participation**

- Agency Project Manager

- Technology Working Group Leader
- Technology Working Group Representative(s)

## **Prerequisites**

- Project Kick-off Meeting

## **Deliverables**

- Final list of hardware and/or software required for the Agency to establish the System's functionality

## **Contractor Responsibilities**

- Review and validate the specific hardware and software requirements with the Agency
- Administrative Tasks (agenda, meeting minutes, schedules, etc)

## **Agency Responsibilities**

- Order hardware and operating software required to establish the System's functionality

## **Completion Criteria**

This task is considered complete after the Contractor has reviewed and validated the hardware and software requirements, and the Agency has ordered any required System hardware and/or software.

## **Implementation Tasks**

### **Department Assessment**

The Contractor will conduct an onsite Department Assessment early in the project lifecycle with stakeholders from various Agency working groups. The purpose of the Department Assessment is to enable the Contractor to gain an understanding of the current report-writing and records management workflows in place. Additionally, these sessions are designed to help the Contractor and Agency begin to determine the most effective and efficient use of the proposed solution before it is implemented.

Following the conclusion of the Department Assessment, the Contractor will develop an Implementation Plan document. This document will provide a summary of the Agency's RMS business processes, as discussed during the Department Assessment meetings, and provide a plan for the implementation of the

14

Mark43 SOW

**PROPRIETARY AND HIGHLY CONFIDENTIAL INFORMATION OF MARK43, INC**



System. The document will also list any decisions and issues identified during the session. The Contractor will provide the Implementation Plan to the Agency for review and incorporate any Agency feedback and comments into the final version.

## **Contractor Team Participation**

- Project Team Representative(s)
- Technical Services Team Representative(s)

## **Agency Team Participation**

- Agency Project Manager
- All Working Group Leaders
- All Working Group Representatives

## **Prerequisites**

- Project Kick-off Meeting
- Project Planning Meeting
- CJIS compliance documented

## **Deliverables**

- On-site visit agenda
- Draft Implementation Plan
- Final Implementation Plan

## **Contractor Responsibilities**

- Develop Department Assessment materials, including an agenda
- Conduct Department Assessments sessions
- Document Department Assessment findings
- Develop draft Implementation Plan
- Incorporate Agency comments and deliver final Implementation Plan document

## **Agency Responsibilities**

- Coordinate Department Assessment sessions with Contractor

- Identify Department Assessment attendees and ensure they attend the session
- Provide meeting room(s) for Department Assessment sessions
- Review and approve the Implementation Plan for completeness and accuracy

## **Completion Criteria**

This task is considered complete when the Agency accepts the final Mark43 Implementation Plan incorporating Agency feedback and comments.

## **Interface Control Documentation**

The goal of this task is to identify products and/or databases with which the Mark43 RMS is to be interfaced, and obtain the specific information needed to configure the interfaces and develop an Interface Control Document (ICD) for each RMS interface. The Agency will introduce the Contractor to third parties – including other vendors, state agencies, and local agencies – that control products and/or databases with which Mark43 products are to be interfaced. The Contractor is responsible for ensuring that the third party points of contact are the appropriate source of information needed to develop the ICDs and for mutually agreeing with Third Party Providers on the operational and technical interface requirements.

The Contractor will speak with the provided points of contact, research interface requirements and gather any available documentation that can clarify data schema, protocols, and query specifications the Contractor needs to develop and test the interfaces. The Contractor will finalize the ICDs and deliver the final documents to the Agency for approval of the functional content of the ICDs. The Contractor is responsible for ensuring the technical accuracy of the ICDs.

## **Contractor Team Participation**

- Project Team Representative(s)
- Technical Services Team Representative(s)

## **Agency Team Participation**

- Agency Project Manager
- Technology Working Group Leader
- Technology Working Group Representative(s)
- Third Party Provider Integration Stakeholder(s)

## **Prerequisites**

- Project Kick-off Meeting
- Project Planning Meeting
- CJIS Compliance obtained

## **Deliverables**

- Interface Control Documentation for the following integrations:
  - See Schedule A in Software License and Services Agreement

## **Contractor Responsibilities**

- Lead the interface requirements gathering process, tracking outstanding items requiring resolution
- Convene with Agency and third party points of contact to gather information required to develop ICDs
- Ensure that third party points of contacts are appropriate sources of information necessary to develop ICDs
- Mutually agree with the Third Party Providers on the functional and technical interface requirements
- Gather all commercially available interface data detailed schema, protocols, and query specifications, as needed
- Review ICDs with Agency and incorporate feedback
- Finalize ICDs for Agency review and approval of functional content
- Develop, test, and implement interfaces specified in the Phase I interface list in Schedule A.

## **Agency Responsibilities**

- Provide points of contact who are knowledgeable of the workflow and data requirements for each Agency hardware and software component with which the System will interface
- Provide or coordinate with persons who can provide Contractor with schema, protocols, and query specifications for Agency hardware and software components with which the System will interface
- Introduce Contractor to a primary point of contact for third parties, including other vendors, state agencies, and local agencies that control products and/or databases with which the System is to be interfaced

- Respond to Contractor questions and requests for information in a timely manner
- Enter into agreement(s) and/or statement(s) or work with Third Party Providers outlining any responsibilities of each Third Party Provider in connection with the interfaces and agreeing to pay related costs, expenses and fees of Third Party Providers
- Review and approve the content of the final ICDs

## **Completion Criteria**

This task is considered complete when the Agency has reviewed and approved the content of the finalized ICDs.

## **Data Conversion Study, Data Conversion and Converted Data Validation**

The Contractor will analyze legacy RMS databases that are candidates for conversion into the Mark43 RMS and produce an initial mapping of legacy RMS data fields to the corresponding fields in the Mark43 RMS database tables. The Agency will extract and send the data to be converted. The Agency and the Contractor will jointly validate the converted data. The scope of the data conversion is limited to data within the legacy RMS, legacy Evidence and Microsoft Access platforms and databases.

The Contractor will conduct weekly phone calls (total number of sessions to be determined) to gather information about legacy RMS and application database(s) that are candidates for conversion into the Mark43 RMS. During this period, the Contractor will:

- Interview Agency subject matter experts
- View legacy data in the current system(s) to see where it might fit in the Mark43 RMS database
- Examine documentation and sample data from the legacy system(s)

At the conclusion of the analysis, the Contractor will produce a Data Conversion Study document that contains:

- A high-level discussion outlining the conversion of legacy RMS and application data into the Mark43 RMS (i.e. General conversion strategy overview, outline of proposed rounds/phases of RMS conversion to Mark43 RMS, outline of an initial timeline for conversion of legacy RMS and application data to Mark43 RMS)

- Identification of functional areas of the legacy system(s) that are considered good candidates for conversion and those areas that are not considered good candidates, along with reasons why the functional areas are classified as “good” or “not good” candidates for conversion
- The historical timeframe of the data to be converted

## **Contractor Team Participation**

- Project Team Representative(s)
- Technical Services Team Representative(s)

## **Agency Team Participation**

- Project Manager
- Technology Working Group Leader
- Technology Working Group Representative(s)
- Records Working Group Leader
- Records Working Group Representative(s)

## **Prerequisites**

- Project Planning Meeting
- CJIS compliance obtained

## **Deliverables**

- Mark43 RMS Data Conversion Study
- Agency data to be converted extract
- Validate converted data in the Mark43 database

## **Contractor Responsibilities**

- Remotely gather information necessary to analyze legacy RMS data conversion options.
- Produce the Mark43 RMS Data Conversion Study.
- Convert data provided by Agency and insert into Mark43 database.

## **Agency Responsibilities**

- Supply a subset of data to the Contractor Technical Services Team for use in the analysis and data mapping for data conversion.
- Ensure Working Group Representatives who understand the structure and the use of legacy RMS. data are available to work with the Contractor Technical Services Team for the duration of this task
- Provide additional data or scrubbed data based on feedback from the Contractor Technical Services Team, if requested.
- Extract and send to Mark43 data to be converted and stored in the Mark43 database.

## **Completion Criteria**

This task is considered complete upon the Agency's acceptance of the Mark43 RMS Data Conversion Study and Agency data is converted and stored in the Mark43 database.

- Mark43's process for validating migrations is separated into the following components: 1) Entity Count Validation 2) Field Level Validation 3) Application Functionality Validation 4) NIBRS Validation

## **System Configuration**

The Contractor will setup and configure:

- Users
- Roles (user groups and associated permissions)
- Offense codes and charge codes
- Incident Report Types
- Report Forms
- Analytics
- Shapefiles

The Agency will then have access to the application and can begin informal parallel processing (user acceptance testing). After creation of the Agency tenant, the Contractor will access the application remotely for subsequent implementation tasks, including configuring components, setting up interfaces, conducting testing, and troubleshooting problems.

## **Contractor Team Participation**

- Project Team Representative(s)

- Technical Services Team Representative(s)
- Operational Support Team Representative(s)

## **Agency Team Participation**

- Agency Project Manager
- Technology Working Group Leader
- Technology Working Group Representative(s)
- Records Working Group Leader
- Records Working Group Representative(s)

## **Prerequisites**

- VPN access is available
- Completion of RMS hardware delivery and installation (if applicable)

## **Deliverables**

- Mark43 RMS tenant for Agency

## **Contractor Responsibilities**

- Create a tenant on the Mark43 platform for Agency with configuration of users, roles, offense codes, shapefiles
- Administrative Tasks (meeting minutes, agenda's, schedules, etc)

## **Agency Responsibilities**

- Provide IT support and personnel, as required
- Provide list of all offense codes, charge codes, report forms and incident type codes to be used in Mark43 RMS in format specified by Contractor (e.g. Excel spreadsheet)
- Provide list of all users and corresponding roles/user groups in format specified by Contractor
- Provide shapefiles for the Agency's geographical jurisdiction



## Completion Criteria

This task is considered complete when the Agency verifies that the tenant has been created and is accessible for parallel processing (user acceptance testing).

## Interface Development

During this task, the Contractor will develop the Mark43 RMS interfaces outlined in the “Interface Control Documentation” section above. Once the interfaces have passed the Contractor’s internal testing, the interface software will be ready for implementation and testing.

### Contractor Team Participation

- Project Team Representative(s)
- Technical Services Team Representative(s)

### Agency Team Participation

- Agency Project Manager
- Technology Working Group Leader
- Technology Working Group Representative(s)
- Third Party Provider Interface Stakeholder(s)

### Prerequisites

- Agency review and approval of the ICDs
- Operation or availability of the external system or Third Party Provider software

### Deliverables

- Interfaces developed per the approved ICDs
- Interface software deployed in the Production tenant for testing

### Contractor Responsibilities

- Work with the required stakeholders to review interface requirements and design interfaces
- Develop interface software
- Conduct internal interface testing, prior to deployment

- Implement interface software and conduct integration testing
- Identify to the Agency any necessary certifications, and other related issues requiring Agency provided information - at least thirty (30) calendar days prior to scheduled interface installation

## **Agency Responsibilities**

- Provide subject matter expertise to Contractor, as needed
- Provide Contractor with any available technical documentation on third party systems and how data can be accessed (Data dictionaries, entity relationship documents or ICDs for existing interfaces)
- Provide introductions to appropriate points of contacts with Third Party Providers
- Provide VPN accounts to the Contractor Technical Services Team to access the network for interface development, testing and maintenance
- Provide the following values to Contractor:
  - o IP addresses for remote databases
  - o Socket value for remote systems
  - o Operator IDs (ORIs, terminal mnemonics, as needed by remote systems)
- Provide System Administrator support to the Contractor, as needed
- Enter into agreement(s) and/or statement(s) or work with Third Party Providers outlining any responsibilities of each Third Party Provider in connection with the interfaces and agreeing to pay related costs, expenses and fees of Third Party Providers

## **Completion Criteria**

This task is considered complete when each interface (as defined in the ICD) is developed and tested in accordance with the ICDs.

## **Integration Testing**

Once the RMS features and interfaces have been tested internally by the Contractor, the Contractor will make them available for integration and testing by the Agency. This level of testing is performed by the

Contractor, Agency and Third Party Provider interface stakeholders (and assumes that the Third Party Provider will make available any testing environment). The Contractor will perform this task remotely.

## **Contractor Team Participation**

- Project Team Representative(s)
- Technical Services Team Representative(s)

## **Agency Team Participation**

- Agency Project Manager
- Technology Working Group Leader
- Technology Working Group Representative(s)
- Third Party Vendor Interface Stakeholder(s)

## **Prerequisites**

- Completion of Interface Development

## **Deliverables**

- Test plans for each integration, as mutually agreed on by the Contractor and respective Third Party Provider

## **Contractor Responsibilities**

- Deploy interfaces to the Production tenant
- Conduct integration and testing activities

## **Agency Responsibilities**

- Provide IT support and personnel, as required
- Facilitate introductions between Contractor and Third Party Providers, and assist in obtaining technical documentation and interface points required for the respective integration
- Enter into agreement(s) and/or statement(s) or work with Third Party Providers outlining any responsibilities of each Third Party Provider in connection with the interfaces and agreeing to pay related costs, expenses and fees of Third Party Providers

## **Completion Criteria**

This task is considered complete when the Agency verifies that the Contractor has completed its integration and testing activities and receives notice that the Mark43 RMS is ready for functional testing.

## **Functional Testing**

The Agency and Contractor will conduct functional testing of the System. Agency Working Group representatives will verify the operability of each functional item in test scripts provided by the Contractor. The Contractor and the Agency will jointly document and track the results of each test and the Contractor will have up to five (5) business days to propose a preliminary solution and delivery estimate for any functional item that fails a test. The Agency will re-test Contractor corrections and report the findings until issues are resolved.

## **Contractor Team Participation**

- Project Team Representative(s)

## **Agency Team Participation**

- Agency Project Manager
- Representatives from all Working Groups

## **Prerequisites**

- Creation of a tenant for Agency with configuration of users, roles, incident report types, report forms, offense codes, analytics, and shapefiles
- Agency and Contractor mutual confirmation that the System is ready for testing

## **Deliverables**

- Contractor-created test scripts to verify the operability of System features and workflows
- Documentation of any discrepancies and corrections and/or mutually acceptable workarounds
- Completion of the System Functional Testing

## **Contractor Responsibilities**

- Certify all applicable software, systems and ancillary systems as ready for System functional testing
- Provide on-site assistance during functional testing, as needed
- Document and review any discrepancies identified during the functional testing process
- Correct any functional item that fails a test, provide a mutually acceptable workaround and/or propose a preliminary solution and delivery estimate for any functional item that fails a test

## **Agency Responsibilities**

- Execute functional testing
- Track and document test results
- Retest Contractor corrections and/or mutually acceptable workaround

## **Completion Criteria**

This task is considered complete when the System successfully passes the functional testing, as defined in the test scripts provided by the Contractor, and the Contractor has either provided solution(s) for the failed test(s) or; the Agency has approved a Contractor-provided workaround or plan for correction.

## **Policy/General Orders Review**

The Contractor will assist the Agency in revising Policies, Administrative Directives, Standard Operating Procedures and General Orders for records management field reporting, evidence processing, case management, analytics, and any other duties documented within the Mark43 system. The Contractor will provide suggestions based on RMS product expertise and feedback from Functional Testing. The Contractor will assist the Agency in reviewing any documentation to ensure alignment with system functionality. The Agency is responsible for writing, disseminating and enforcing the new Policies, Administrative Directives, Standard Operating Procedures and General Orders prior to cutover to the System.

## **Contractor Team Participation**

- Project Team Representative(s)

## **Agency Team Participation**

- Agency Project Manager
- Executive Sponsor

- All Working Group Leaders
- Policy & Change Management Working Group Representative(s)

## **Prerequisites**

- Completion of Functional Testing
- Delivery of current for records management field reporting, evidence processing, case management, analytics, and any other duties documented within the Mark43 system Policies, Administrative Directives, Standard Operating Procedures and General Orders to Contractor

## **Deliverables**

- Revised Policies, Administrative Directives, Standard Operating Procedures and General Orders for records management field reporting, evidence processing, case management, analytics, and any other duties documented within the Mark43 system with the System

## **Contractor Responsibilities**

- Review Agency's current Policies, Administrative Directives, Standard Operating Procedures and General Orders for records management field reporting, evidence processing, case management, analytics, and any other duties documented within the Mark43 system and recommended language changes, where applicable, based on product expertise and Functional Testing feedback
- Review draft revised Policies, Administrative Directives, Standard Operating Procedures and General Orders from Agency for product workflow accuracy
- Review final revised Policies, Administrative Directives, Standard Operating Procedures and General Orders from Agency for product workflow accuracy

## **Agency Responsibilities**

- Identify appropriate points of contact for Policies, Administrative Directives, Standard Operating Procedures and General Orders revision, review, approval
- Provide Contractor current Policies, Administrative Directives, Standard Operating Procedures and General Orders for records management field reporting, evidence processing, case management, analytics, and any other duties documented within the Mark43 system
- Draft revised Policies, Administrative Directives, Standard Operating Procedures and General Orders and provide to Contractor for review of product workflow accuracy

- Finalize revised Policies, Administrative Directives, Standard Operating Procedures and General Orders and provide to Contractor for review product workflow accuracy
- Disseminate revised Policies, Administrative Directives, Standard Operating Procedures and General Orders to all users prior to cutover to the System

## **Completion Criteria**

This task is considered complete when the Agency has finalized revised Policies, Administrative Directives, Standard Operating Procedures and General Orders for records management field reporting, evidence processing, case management, analytics, and any other duties documented within the Mark43 system that accurately reflects System workflows, and established the dissemination/effective date for cutover to the System.

## **Product Documentation**

The Contractor will deliver the final technical documentation as listed under the “Deliverables” section below. Documentation will be delivered in electronic copy, which will enable the Agency to distribute copies within the organization as needed to support the System.

## **Contractor Team Participation**

- Project Team Representative(s)

## **Agency Team Participation**

- Agency Project Manager

## **Prerequisites**

- Functional Testing
- Interface Development and Testing

## **Deliverables**

Contractor will deliver the following product documentation in electronic format:

- System Administration/Technical Documentation:
  - Application Programming Interface (API) Technical Manual



- o RMS Data Dictionary
- User Documentation
  - o System User Guide(s) – User
  - o System User Guide – Super User / Administrator
  - o Training Manual – Instructor
  - o Training Manual - User
  - o Quick Reference Guides
  - o Hot Key Guides

## **Contractor Responsibilities**

- Create and deliver the draft Mark43 training material listed herein
- Work with Agency personnel to refine the training material
- Revise and submit the final Mark43 training material

## **Agency Responsibilities**

- Review and comment on the draft Mark43 training material
- Work with Contractor personnel to refine the training material
- Review and approve the final Mark43 training material

## **Completion Criteria**

This task is considered complete upon the Agency’s acceptance of the documents listed above under the “Deliverables” section.

## **Training**

The Contractor will provide training per the Training Curriculum in Attachment B. The Training curriculum includes courses designed to prepare Agency personnel for end-user training and Administration courses designed to prepare Agency admin personnel to configure and support the System. Agency and Contractor will mutually agree on training methods during the Department Assessment.

## **Contractor Team Participation**

- Project Team Representative(s)
- Support Team Representative(s)

## **Agency Team Participation**

- Agency Project Manager
- Designated Agency Trainers/POC's

## **Prerequisites**

- Completion of Functional Testing
- Configuration and testing of the System
- Delivery of Product Documentation

## **Deliverables**

- Contractor on-site training services
- Agency training course material
- End user training course material

## **Contractor Responsibilities**

- Provide System training for Agency staff members for all RMS features (i.e. Report writing, evidence, case management, analytics) per a mutually agreed to schedule and as defined by the Training Curriculum in Attachment B
- Provide training materials for classes

## **Agency Responsibilities**

- Identify Agency training support personnel from necessary Working Groups
- Designate and assign personnel to receive training in groups not to exceed the class size listed in the Training Curriculum in Attachment B
- Provide sufficient copies of training documentation to support all students in the training classes
- Provide the necessary classrooms, facilities, and copies of the materials
- Provide one full-function workstation per student, one full-function workstation for the instructor, a projection screen, a whiteboard and connectivity to the server
- Ensure that appropriate Agency personnel are available to actively participate in the entire scheduled training programs

## **Suggested Training Time**

- Police Officers: 4 hours
- Records Administrators: 5 hours
- Detective/Investigator: 5 hours
- Evidence Manager/Staff: 5 hours
- Police Executive Staff/Additional Civilian Staff: 3 hours

In addition to formal training schedules, special groups (Evidence, Records, Investigators) will be trained during implementation to support product roll out. Additionally, a sandbox replication of the live RMS tenant is available to all users (designated by agency) in order to train/test product features upon completion of the Department Assessment and UAT training. A generic sandbox RMS tenant will be made available to all users (designated by the agency) in order to provide exposure and familiarity with the system no longer than one month after completion of the Department Assessment.

The training curriculum also includes an additional 12-hour/two-day onsite follow-up training session as listed in the Training Curriculum in Attachment B.

## **Completion Criteria**

This task is considered complete at the conclusion of all Contractor-provided Trainer training sessions for the System as per the Training Curriculum in Attachment B. Training sessions will be delivered in a format mutually agreed upon by Agency and Contractor.

## **Cutover Plan**

The Contractor and the Agency will jointly develop a Cutover Plan that details the steps necessary to move into live operations. To ensure that the move to live operations goes as smoothly as possible, the Cutover Plan will assign tasks and responsibilities to both Contractor and Agency personnel during the final month before cutover to live operations. The Plan will cover Agency staffing, movement of equipment into final locations, final production database clean out of test events, issue reporting procedures, and planned sequence of events for the cutover day.

The Contractor will provide the initial draft of the Cutover Plan to the Agency for review. The Agency will review the draft and provide feedback to the Contractor to incorporate into a final Cutover Plan.

## **Contractor Team Participation**

- Project Team Representative(s)

## **Agency Team Participation**

- Agency Project Manager
- Executive Sponsor
- All Working Group Leaders

## **Prerequisites**

- None

## **Deliverables**

- Draft Cutover Plan
- Final Cutover Plan

## **Contractor Responsibilities**

- Create a draft Mark43 Cutover Plan
- Work with Agency personnel to refine the Cutover Plan
- Submit a final Mark43 Cutover Plan

## **Agency Responsibilities**

- Review and comment on the draft Mark43 Cutover Plan
- Work with Contractor personnel to refine the Cutover Plan
- Review and approve the final Mark43 Cutover Plan

## **Completion Criteria**

This task is considered complete when the Agency has reviewed and approved the final Mark43 Cutover Plan no less than thirty (30) calendar days prior to the scheduled cutover.

## Cutover Readiness Review

The purpose of this meeting between the Contractor and the Agency is to confirm that all preparations for Mark43 Cutover activities have been completed. The Readiness Review verifies that the following has occurred:

- Cutover Plan approval
- Identification and approval of a schedule for cutover activities
- Identification and scheduling of Contractor and Agency resources required for go-live activities
- Notification of planned system cutover to internal and external interface stakeholders supplying systems integral to go-live operations
- Agency analytics complete and approved
- Data conversion audit complete and approved
- Policy/General Orders revisions completed, approved, and scheduled for effective date at cutover
- Post-cutover Support procedures established

### Contractor Team Participation

- Project Team Representative(s)
- Technical Services Team Representative(s)
- Support Team Representative(s)

### Agency Team Participation

- Project Manager
- Executive Sponsor
- All Working Group Leaders

### Prerequisites

- Completion of all end-user training designated by the Agency as being required for “go-live”
- Delivery of all user documentation
- Completion of revised Administrative Directives, Standard Operating Procedures, and General Orders.

## **Deliverables**

- Completion of the Readiness Review Meeting
- Agency final approval for cutover to live operations on the date/time specified in the Cutover Plan

## **Contractor Responsibilities**

- Provide specified personnel to attend Readiness Review meeting

## **Agency Responsibilities**

- Provide specified personnel to attend Readiness Review meeting
- Provide final approval for cutover to live operations on the date/time specified in the Cutover Plan

## **Completion Criteria**

This task is considered complete upon conclusion of the Readiness Review meeting and documentation of Agency approval to commence with Mark43 cutover.

## **Cutover**

Once the Contractor and the Agency have held the Readiness Review meeting, the Contractor will certify the System as operational and ready for cutover. The final decision for cutover to live operations ultimately rests with the Agency. Upon cutover to Mark43, Contractor personnel will assist the Agency in placing the System into production use. Contractor personnel will be on-site at least one (1) day prior to live operations and will provide post-cutover on-site support for four (4) days.

Agency Trainers will be scheduled to provide knowledgeable Agency support to all shifts during the first few days after cutover to live operations in conjunction with the scheduled Contractor staff.

## **Contractor Team Participation**

- Project Team Representative(s)
- Technical Services Team Representative(s)
- Support Team Representative(s)

## **Agency Team Participation**

- Agency Project Manager
- Executive Sponsor
- All Working Group Leaders

## **Prerequisites**

- Completion of all prior projects tasks
- Completion and acceptance of the Mark43 Cutover Plan
- Completion of the Readiness Review meeting
- Completion of changes to Policy, Administrative Directives, General Orders, and Standard Operating Procedures.

## **Deliverables**

- Contractor personnel will be on-site at least one (1) day prior to live operations and will provide post-cutover on-site support for four (4) days.

## **Contractor Responsibilities**

- Assist Agency staff in placing the System into a production status
- Monitor the initial operation of the System and answer any operational questions raised by the Agency
- Assist end users in utilizing the System
- Provide remote support following on-site cutover support

## **Agency Responsibilities**

- Place the System into production and begin operational use in consultation with Contractor and in accordance with the Cutover Schedule
- Provide Trainers to answer end-user questions, in conjunction with the Contractor staff
- Provide a detailed list of questions and issues that still require explanation or resolution by Contractor at the end of each day
- Ensure new Policy/General Orders are in effect and readily available for user reference

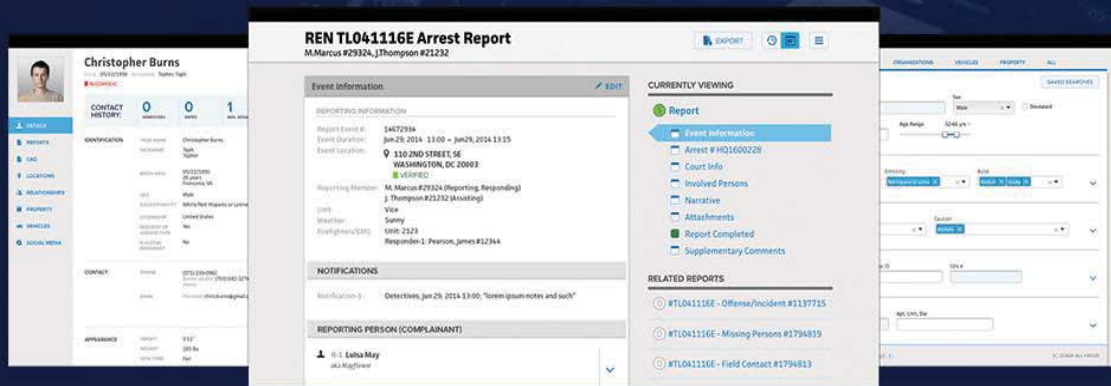


## **Completion Criteria**

This task is considered complete after four (4) days from post cutover and on-site Contractor support has ended.

# mark43

## THE NEW PUBLIC SAFETY PLATFORM



Response to RFP 17-18:

City of Vancouver, Washington

**POLICE RECORDS MANAGEMENT AND REPORT  
WRITING SYSTEM**

Due date and time: July 30, 2018 at 3PM

**Submitted to:**

**Procurement Services Manager**

City of Vancouver  
Customer Service Desk  
1<sup>st</sup> floor lobby  
415 W. 6<sup>th</sup> Street  
Vancouver, WA 98660

**Submitted by:**

**David Mihalchik, Chief Growth Officer**

Mark43, Inc.  
28 E 28th St., 12th Fl.  
New York, NY 10016  
P: (212) 739-7803  
dm@mark43.com  
www.mark43.com

## **MARK43 BUSINESS INFORMATION**

Mark43's proposal contains trade secrets as well as confidential commercial and financial information, which is exempt from disclosure under the Freedom of Information Act (FOIA).

The government will provide Mark43 with written notice of a FOIA request that seeks any material (business information) relating to Mark43. The notice shall describe the business information requested or include copies of the requested records containing the information.

The government will allow Mark43 seven working days (excluding Saturdays, Sundays, and legal public holidays) from the date Mark43 receives the government's written notice to provide a statement of any objection to disclosure. If the government decides to disclose Mark43's business information over Mark43's objection, the government will send Mark43 a notice by certified mail, return receipt requested, or similar means, which shall include: (1) A statement of reason(s) why Mark43's objections to disclosure were not sustained; (2) A description of the business information to be disclosed; and (3) A statement that the government intends to disclose the information seven working days from the date Mark43 received the government's notice.

# Table of Contents

Section I. – General Information Form (Appendix A.)..... 4

Section II. – Company Information Form (Appendix B.) ..... 6

Section III. – Scope of Work (Appendix C.) ..... 14

Section IV. – References (Appendix D.) ..... 63

Section V. – RFP Exceptions (Appendix E.)..... 65

Section VI. – Price (Appendix F.) ..... 70

Section VII. – System Specifications (Appendix K.) ..... 79

Section VIII. – Attachments ..... 128

    Form Mark43 Master Services Agreement ..... 128

    Mark43 RMS Project Management ..... 161

    Mark43 RMS Sample Project Plan ..... 163

    Mark43 RMS Support and Customer Success Team Leads ..... 166

    Mark43 RMS Configurable Fields ..... 168

    Mark43 RMS System Administrator Menu ..... 174

## Section I. – General Information Form (Appendix A.)

---

A signed, completed General Information Form is available for review on the following page.

## Appendix A.

### GENERAL INFORMATION FORM

#### RFP #17-18 Police Records Management and Report Writing System

This form must be signed by a person authorized to make proposals and enter into contract negotiations on behalf of your agency. To be considered for this project, the submittals must be completed in accordance with this RFP and this cover sheet must be attached.

*Failure to submit this form may result in your proposal being deemed non-responsive.*

  
\_\_\_\_\_  
Authorized Official (Signature)  
**David Mihalchik**  
\_\_\_\_\_  
Print Name of Authorized Official  
**Mark43, Inc.**  
\_\_\_\_\_  
Company Name  
**28 E. 28th Street**  
\_\_\_\_\_  
Address  
**(212) 739-7803**  
\_\_\_\_\_  
Phone Number  
**dm@mark43.com**  
\_\_\_\_\_  
E-Mail Address

**July 25, 2018**  
\_\_\_\_\_  
Date  
**Chief Growth Officer**  
\_\_\_\_\_  
Title of Authorized Official  
**David Mihalchik**  
\_\_\_\_\_  
Contact Person  
**New York, NY 10016**  
\_\_\_\_\_  
City, State, Zip  
**(646) 678-3351**  
\_\_\_\_\_  
Fax Number  
**46-1256121**  
\_\_\_\_\_  
Federal Tax ID #

**NOTE:** It is the sole responsibility of the proposers to learn of Addenda, if any. Such information may be obtained at: <https://vancouver.procureware.com>

## Section II. – Company Information Form (Appendix B.)

| Proposing Vendor and Software Information                                                 |                                                                                                                                                                                                                                                                        |
|-------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>1. Contact Information</b>                                                             |                                                                                                                                                                                                                                                                        |
| ▪ Company name                                                                            | Mark43, Inc.                                                                                                                                                                                                                                                           |
| ▪ Name, email, phone number and title of contact person                                   | David Mihalchik, Chief Growth Officer<br>P: (212) 739-7803<br>E: dm@mark43.com                                                                                                                                                                                         |
| ▪ Company website                                                                         | <a href="http://www.mark43.com">www.mark43.com</a>                                                                                                                                                                                                                     |
| <b>2. Company Information</b>                                                             |                                                                                                                                                                                                                                                                        |
| ▪ Company headquarters city                                                               | New York, NY                                                                                                                                                                                                                                                           |
| ▪ Software development location                                                           | New York, NY<br>Charlotte, NC                                                                                                                                                                                                                                          |
| ▪ Year founded                                                                            | 2012                                                                                                                                                                                                                                                                   |
| ▪ Private vs. Public (Listing Exchange and Listing Code)                                  | Private                                                                                                                                                                                                                                                                |
| ▪ Fiscal year end                                                                         | December 31                                                                                                                                                                                                                                                            |
| ▪ Revenue: current year                                                                   | \$1.1 M YTD                                                                                                                                                                                                                                                            |
| ▪ Revenue: prior year                                                                     | 800k                                                                                                                                                                                                                                                                   |
| ▪ Parent company (If separate)                                                            | Not applicable.                                                                                                                                                                                                                                                        |
| ▪ Genealogy of Organization (changing business, name changes, acquisitions/mergers, etc.) | Mark43, Inc. has been doing business under this name since July 18, 2013. Formerly, the company was known as Nucleik Inc., incorporated July 26, 2012. The company went through a name change to better align with branding and messaging to the public safety market. |



|                                                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                     |                |               |
|-----------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|---------------|
| <ul style="list-style-type: none"><li>Describe how the company has grown - organically, acquisition, mergers, etc.?</li></ul>                 | Mark43, Inc. has grown organically since inception.                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                     |                |               |
|                                                                                                                                               | Mark43 is a venture-backed software company backed by two prominent VC firms, General Catalyst and Spark Capital, as well as several other high-profile investors including General (Ret.) David Petraeus, Amazon CEO, Jeff Bezos, and Google Chairman Eric Schmidt. The company has raised ~\$65M to date. Our largest expenditure is in human capital, the people needed to develop superior software products as well as the people to successfully implement it at departments like the Vancouver Police Department. |                                                                                                                                                                                                                                                                     |                |               |
|                                                                                                                                               | YEAR                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | AGENCIES LIVE                                                                                                                                                                                                                                                       | MARK43 SYSTEMS | TEAM SIZE     |
|                                                                                                                                               | 2015                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 1                                                                                                                                                                                                                                                                   | 1              | 29            |
|                                                                                                                                               | 2016                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 2                                                                                                                                                                                                                                                                   | 2              | 85            |
|                                                                                                                                               | 2017                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 13                                                                                                                                                                                                                                                                  | 21             | 136           |
|                                                                                                                                               | 2018                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 44 (projected)                                                                                                                                                                                                                                                      | 96 (projected) | 153 (current) |
| 3. Number of Vendor Employees                                                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                     |                |               |
| <ul style="list-style-type: none"><li>Total worldwide</li></ul>                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 153                                                                                                                                                                                                                                                                 |                |               |
| <ul style="list-style-type: none"><li>Total in U.S.</li></ul>                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 153                                                                                                                                                                                                                                                                 |                |               |
| <ul style="list-style-type: none"><li>Total dedicated to the proposed software</li></ul>                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 153                                                                                                                                                                                                                                                                 |                |               |
| 4. Number of Law Enforcement Agency (LEA) Customers Using the Proposed Software                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                     |                |               |
| <ul style="list-style-type: none"><li>Total LEA customers</li></ul>                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 57                                                                                                                                                                                                                                                                  |                |               |
| <ul style="list-style-type: none"><li>Number of LEA customers in Washington using the proposed software (include names of agencies)</li></ul> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | King County Sheriff (WA) - Live<br><br>Seattle Police Department (WA) – Pending go-live                                                                                                                                                                             |                |               |
| 5. Target customer profile for this software<br>Describe your target customer in terms of size and type                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Mark43 targets and has clients ranging from small, medium, to large public safety agencies in the US and international market.<br><br>Generally, Mark43 targets customers with at least 50 sworn officers. Our current base ranges from 40 to 3,600 sworn officers. |                |               |

|                                                                                      |                                                                                                                                                                                                                                                                                                                            |
|--------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                      | <p><b>RMS</b> – Law enforcement agencies including Municipal Police Departments, County Sheriff Offices, Airport Police, Port Police, State Police, University Police, and School District Police.</p> <p><b>CAD</b> – PSAPs, dispatch centers, law enforcement agencies, and fire departments.</p>                        |
| <b>6. Version Schedule</b>                                                           |                                                                                                                                                                                                                                                                                                                            |
| <ul style="list-style-type: none"> <li>Current version and release date</li> </ul>   | <p>Mark43 RMS v2018.72.0<br/>         Release date - 07/11/2018</p>                                                                                                                                                                                                                                                        |
| <ul style="list-style-type: none"> <li>Typical release schedule</li> </ul>           | <p>Major upgrades – Quarterly<br/>         Minor updates – Bi-weekly</p>                                                                                                                                                                                                                                                   |
| <ul style="list-style-type: none"> <li>Typical time to install upgrades</li> </ul>   | <p>Not applicable. Mark43 administers upgrades on AWS (Amazon Web Services) GovCloud (US) infrastructure requiring no resources or dependency on part of the agency. The agency has the choice to activate new features included in an upgrade which can be turned on when the agency determines it is ready to do so.</p> |
| <ul style="list-style-type: none"> <li>Number of prior versions supported</li> </ul> | <p>Not applicable. Mark43 RMS only runs on one version which is the most recent version released.</p>                                                                                                                                                                                                                      |

7. We require having development, back-up, training, testing and archival copies of the software in addition to the production copy. Is this provided as standard with your software? Please explain.

**MARK43 RESPONSE:**

Mark43 includes a production, testing, and training environment on AWS (Amazon Web Services) GovCloud (US) infrastructure as part of the proposed solution. As a SaaS provider, Mark43 does not provide copies of Mark43 RMS. Mark43 does offer a data lake VPD where VPD can access data via an API or SQL. This live copy of the data will allow VPD to copy data to non-Mark43 servers.

8. List any agencies that have pre-maturely ended a contract with your company, either prior to completion of implementation or within 3 years of implementation, and the reasons this occurred. Note: this information alone will not exclude proposers from further consideration and is designed to give proposers the opportunity to describe the reasons behind such occurrences.

**MARK43 RESPONSE:**

|                                                                                                                                                                                                                                                                                    |                                          |                                                |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------|------------------------------------------------|
| COMPANY NAME                                                                                                                                                                                                                                                                       | Downey Police Department (CA)            |                                                |
| COMPANY ADDRESS<br>(Street, City, State, Zip Code)                                                                                                                                                                                                                                 | 10911 Brookshire Ave<br>Downey, CA 90241 |                                                |
| CONTRACT AWARD<br>DATE: March 8, 2016                                                                                                                                                                                                                                              | OPERATIONS START<br>DATE: April 10, 2017 | CONTRACT CANCELLATION<br>DATE: August 11, 2017 |
| DESCRIPTION OF SERVICE: Implement and support Mark43 RMS with case management.                                                                                                                                                                                                     |                                          |                                                |
| REASON FOR CANCELLATION: There were some product feature gaps, and the department did not want to wait for us to address the gaps. We have subsequently adjusted our department assessment and requirements sign-off process to avoid this for current and future implementations. |                                          |                                                |

9. *Describe any legal action taken against your company including by whom, the date the legal action or claim was made, and the outcome. Also describe all contracts terminated for default during the past five years. If the proposer has had a contract terminated for default during the past five years, all such incidents must be described. Termination for default as used herein is defined as notice to stop performance due to the vendor's non-performance or poor performance. Include the other party's name, address and telephone number. Present the proposer's position on the matter. The City shall evaluate the facts and may, at its sole discretion, reject the proposal if the facts discovered indicate that completion of a contract resulting from the proposal may be jeopardized by selection of the proposing company.*

**MARK43 RESPONSE:**

Not applicable. No legal action has been taken against Mark43.

| Proposed Sub-Contractor Information (if any)                                                             |                                                                                  |
|----------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------|
| <b>1. Contact Information</b>                                                                            |                                                                                  |
| <ul style="list-style-type: none"> <li>Company name(s)</li> </ul>                                        | CommSys, Inc.                                                                    |
| <ul style="list-style-type: none"> <li>Name, email, phone number, title of contact person(s)</li> </ul>  | Jeremiah Jenkins, Channel Manager<br>E: jjenkins@commsys.com<br>P: (937)425-0404 |
| <ul style="list-style-type: none"> <li>Company address(es)</li> </ul>                                    | 3055 Kettering Blvd Suite 415<br>Dayton, OH 45439                                |
| <ul style="list-style-type: none"> <li>Company website(s)</li> </ul>                                     | www.commsys.com                                                                  |
| <b>2. Company Information</b>                                                                            |                                                                                  |
| <ul style="list-style-type: none"> <li>Year founded for each</li> </ul>                                  | 1989                                                                             |
| <ul style="list-style-type: none"> <li>Private vs. Public (Listing Exchange and Listing Code)</li> </ul> | Private                                                                          |
| <ul style="list-style-type: none"> <li>Parent company for each (If separate)</li> </ul>                  | Not applicable                                                                   |

|                                                                                                                                             |                                                                                                                                                                                                                                                        |
|---------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>▪ Genealogy of organization (changing business, name changes, acquisitions/mergers, etc.)</li> </ul> | Not applicable                                                                                                                                                                                                                                         |
| <ul style="list-style-type: none"> <li>▪ Describe the products and/or services the sub- contractor will be providing</li> </ul>             | ConnectCIC - is a middleware solution for public safety solution providers to efficiently deliver, and support, integrated CJIS access to their end users via their application.                                                                       |
| <ul style="list-style-type: none"> <li>▪ How many years of experience does each company have?</li> </ul>                                    | Over 25 years of public safety software and CJIS system experience.                                                                                                                                                                                    |
| <b>3. Number of Employees</b>                                                                                                               |                                                                                                                                                                                                                                                        |
| <ul style="list-style-type: none"> <li>▪ Total worldwide</li> </ul>                                                                         | U.S. Based                                                                                                                                                                                                                                             |
| <ul style="list-style-type: none"> <li>▪ Total in U.S.</li> </ul>                                                                           | 13                                                                                                                                                                                                                                                     |
| <ul style="list-style-type: none"> <li>▪ Total dedicated to the proposed software</li> </ul>                                                | Resource requirements will dictate the number dedicated at the time of implementation.                                                                                                                                                                 |
| <b>4. Number of Law Enforcement Agency (LEA) Customers</b>                                                                                  |                                                                                                                                                                                                                                                        |
| <ul style="list-style-type: none"> <li>▪ Total LEA customers overall and in Washington</li> </ul>                                           | CommSys has built and delivered interfaces in more states than any other public safety software company. This translates into over 650 installations servicing over 850 agencies across 48 states. CommSys has 9 customers in the state of Washington. |

5. *Software Vendor Relationship and Implementation Model*  
 Briefly describe your relationship with the sub- contractor(s).

**MARK43 RESPONSE:**

CommSys will join Mark43 as a subcontractor on this project to enable NCIC searches. CommSys is *fully aligned* with Mark43's mission and core values to deliver the public safety platforms our first responders need and deserve. Solutions to be delivered as part of the VPD's Police Records Management and Report Writing System project.

Mark43 and CommSys are currently partnered to deliver the solutions detailed below:

| NO. | AGENCY NAME                                      | MARK43 PROJECT SCOPE     | COMMSYS PROJECT SCOPE                   |
|-----|--------------------------------------------------|--------------------------|-----------------------------------------|
| 1.  | South Bay Regional Communications Authority (CA) | Mark43 CAD<br>Mark43 RMS | Interface to JDIC                       |
| 2.  | Richmond Police Department (CA)                  | Mark43 CAD<br>Mark43 RMS | Interface to Contra Costa County switch |
| 3.  | El Cerrito Police Department (CA)                | Mark43 CAD<br>Mark43 RMS | Interface to Contra Costa County switch |
| 4.  | Placentia Police Department (CA)                 | Mark43 CAD<br>Mark43 RMS | Interface to Orange County switch       |
| 5.  | Redondo Police Department (CA)                   | Mark43 RMS               | Interface to JDIC                       |



## Section III. – Scope of Work (Appendix C.)

- 1. BIDDER’S UNDERSTANDING OF THE PROJECT (2 pages maximum)**  
*Briefly describe your understanding of this project and your approach to ensuring a successful project.*

**MARK43 RESPONSE:**

Mark43 has a clear understanding of current challenges faced by the Vancouver Police Department (VPD). To date, we have active partnerships with 10 agencies in Oregon that moved from the current inter-agency agreement providing a Police Records Management and Report Writing System to Mark43 RMS. Through our experience and expansion across Washington and Oregon, we have become well positioned to support a user-friendly and powerful information sharing network across agencies, counties, and states. Mark43 is offering the City of Vancouver an innovative, cost effective opportunity to transition VPD into the future of policing. The Mark43 team has reviewed the requirements outlined in detail and is detailing our understanding of the scope of work expected by The City of Vancouver and Vancouver Police Department (VPD) below:

| VANCOUVER POLICE DEPARTMENT –<br>NEW POLICE RECORDS MANAGEMENT SYSTEM |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|-----------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| TECHNICAL<br>REQUIREMENTS                                             | <p>VPD seeks a modern solution that is easily accessible, deployable, and sustainable for years to come through these key features:</p> <ul style="list-style-type: none"><li>• State of the art, redundant, scalable, and integrative</li><li>• Increase operational efficiency through auto-population of data, dynamic fields, and automatic progression of workflows</li><li>• User-friendly</li><li>• Promote information sharing</li><li>• Adheres to CJIS Security Policy</li><li>• Easy to use, flexible, and powerful searching capabilities</li><li>• Support the City’s needs today and, in the future, as it continues to grow</li></ul> |
| INTERFACES                                                            | <p>These interfaces are required to be built to communicate between the new RMS and these ten (10) third-party systems used by the police department:</p> <ul style="list-style-type: none"><li>• GIS - ESRI</li><li>• Criminal history information database search – WACIC</li><li>• Collision reporting and traffic citations – SECTOR</li><li>• NIBRS reporting</li><li>• CAD – Hexagon CAD</li><li>• City and County attorney’s case tracking system – Tiburon</li></ul>                                                                                                                                                                         |

| VANCOUVER POLICE DEPARTMENT –<br>NEW POLICE RECORDS MANAGEMENT SYSTEM |                                                                                                                                                                                                                                                                                                                                                                  |
|-----------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                       | <ul style="list-style-type: none"> <li>• Crime analysis – LexisNexis Accurint</li> <li>• Crime analysis – LinX Northwest</li> <li>• Clark County Sheriff’s Office – EIS RMS and JMS</li> </ul>                                                                                                                                                                   |
| DATA CONVERSION                                                       | VPD will need access to historical data in the RMS in use today, the Versaterm RMS Solution and requires the new contractor to: <ul style="list-style-type: none"> <li>• Convert all electronic data including, names, addresses, vehicles, property, and reports</li> </ul>                                                                                     |
| IMPLEMENTATION                                                        | The contractor will provide all implementation services including: <ul style="list-style-type: none"> <li>• Go-live during the second quarter of 2019</li> <li>• Project plan</li> <li>• Dedicated project team</li> <li>• Cutover planning to ensure continuity of the legacy and new RMS</li> <li>• Implementation and configuration of the new RMS</li> </ul> |
| TRAINING                                                              | Training services must include: <ul style="list-style-type: none"> <li>• Train-the-trainer program</li> <li>• End-user training program</li> <li>• Online training resource documentation</li> <li>• Training for all system upgrades and enhancements</li> </ul>                                                                                                |
| ONGOING SUPPORT & MAINTENANCE                                         | The City requires a full support service package including: <ul style="list-style-type: none"> <li>• 24x7x365 call center support</li> <li>• Dedicated contact person for the City</li> <li>• Offer ongoing user and technical support for VPD including troubleshooting, workflow design assistance, and software update utilities</li> </ul>                   |

### Mark43’s Project Guiding Principles

VPD deserves a **partner** who is at the forefront of innovating public safety systems to transform how records and data are managed and shared.

Mark43 understands the business process analysis component of an implementation is highly critical and dedicates an experienced team to shadow end users to deliver a **tailored** solution.

Mark43 will be the partner committed to continued **innovation** and, most importantly, a partner who has **respect** for end users to **simplify processes** while enhancing operations and use of intelligence data.

2. PROJECT MANAGEMENT SERVICES (8 pages maximum)

Proposing companies are expected to provide project management services throughout the project. Briefly describe the following:

- a) A general description of your Project Plan following standard Project Management methodologies including communications, risk management, change management, etc.

MARK43 RESPONSE:

The Mark43 team will fully implement a public safety software solution for VPD to meet the requirements specified as part of our police records management and report writing system.

Mark43 includes an extensive project management package including:

| IMPLEMENTATION AND PROJECT MANAGEMENT PACKAGE FEATURES |                                                                                                                                                                                                                                                                                                                    |
|--------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Dedicated Project Team                                 | Dedicated project manager, implementation specialists, technical services lead, and customer support lead.                                                                                                                                                                                                         |
| Accountability                                         | The assigned project manager will be responsible for Mark43’s project team members’ performance and attendance.                                                                                                                                                                                                    |
| Communication                                          | The assigned project manager will also be responsible for initiating and scheduling all necessary meetings and conference calls to ensure both parties understand requirements and expectations of the Solution. Meetings will be scheduled to discuss project progress, issues, resolutions, and change requests. |
| Project Planning                                       | The assigned project manager will be responsible for developing a project plan and documenting progress into easy to understand status reports. Our team understands that consistent documentation is key to staying organized and successfully managing a project with the specifications required by the VPD.    |

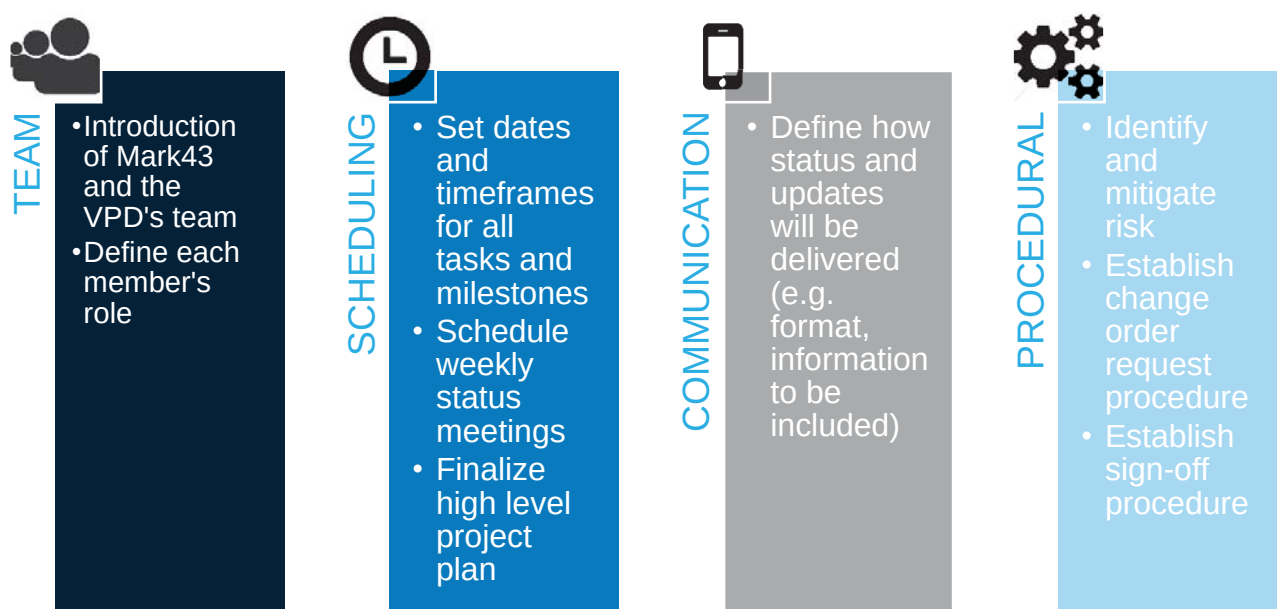
Following contract execution, our team meets with the VPD’s implementation team to review the project plan and to mutually define other key personnel for the term of this project. We work closely with your team to determine how best to work together and limit demands on your time. During this meeting, we also establish a weekly call schedule for regular updates and to make sure all information has been received. We will have a sign-off procedure for the agreed upon specifications. If changes are requested following sign-off, they will be reviewed and discussed with the VPD to determine the impact on the current project plan and timeline.

The City’s assigned Mark43 Project Manager will work closely with you to ensure a successful and seamless conversion. Mark43 will focus on a partnership with your office and dedicate the resources to ensure a smooth and seamless transition from your current environment to our proposed solution. The Mark43 public safety platform is designed to be configured to your specific workflows and environment. This flexibility allows public

safety agencies such as the VPD to have input to create the desired solution and environment that will maximize resources and operational efficiencies.

Mark43 uses industry-proven processes to take an implementation from contract signing to launch to sustained support following cutover. The process is built to ensure continuous, candid communication between parties to regularly review objectives, identify risks, and resolve any potential issues before they negatively impact the project. We maintain a communicative dialogue with our clients, through status reports, goal-oriented meetings, and frequent other methods of communication, to promote transparency and teamwork during the project.

### Mark43 Project Kick-Off Meeting Objectives



*Mark43 high level project kick-off meeting objectives*

### Mark43 Goals Throughout Course of Project:

- Limit demands on the VPD resources and not disrupt normal operations
- Monitor and document project progression thoroughly
- Communicate all project progresses, risks, and change orders
- Ease transition process from current system to Mark43 RMS
- Maximize resources and operational efficiencies

### Mark43 Project Checkpoints and Monitoring Objectives:

- Confirm interpretation of the project is in line with the VPD's requirements
- Evaluate effectiveness of Mark43 RMS features to the VPD's desired workflow
- Quality verification of data migration including structures
- Quality verification and certification of requested interfaces

- Responsible for verification of the configuration, installation, test, and inclusion of appropriate acceptance criteria
- b) *The names and roles of each **key** project team member and their experience as follows:*
1. *Name and project role*
  2. *Education*
  3. *Certifications*
  4. *Work/employment history*

## **MARK43 RESPONSE:**

### **MARK43 CORE DELIVERY AND SUSTAINMENT PROJECT TEAM**

Due to the importance of this project, Mark43 is assigning a project governance team in addition to the core project team who will be working hand in hand with the City's project team members. We have carefully selected leading talent as part of the Mark43 team. Our selection includes experts with strong backgrounds in project management, application development, operations management, and technology modernization. Most importantly, the Mark43 team is comprised of individuals who have a deep passion to do more to help our community in realizing our company's mission to implement the next generation of law enforcement software nationwide.

Staff assignments are best projections made considering our current implementation queue and assumption this contract is awarded and executed as scheduled. If there is any change in staff assignments, Mark43 will notify the City's project management team on substitute team assignment(s) prior to proceeding with project kick-off.

Mark43 will enter this engagement using a collaborative approach to ensure all project team members are aligned to deliver and support the next generation public safety management system for the City.

**PROJECT MANAGER**

**MATTHEW NEAL**  
 Implementation  
 Manager



Matthew Neal is an Implementation Manager at Mark43 based out of our LA office in Manhattan Beach. He will be the assigned project manager for VPD and will be responsible for managing the entire project from leading the initial department assessment to conducting in-depth training, to product launch. Mr. Neal has helped manage the RMS implementation at the Metropolitan Police Department in Washington, DC.

Most recently he managed the implementation of Mark43's public safety platform throughout agencies in Oregon and California. He also has extensive project management experience working with the Department of Defense and Intelligence Community.

Educational  
 background:

University of Rochester – Bachelor of Arts in Political Science

Previous relevant  
 experience:

- Clackamas County Sheriff (OR)
- Canby Police Department (OR)
- Gladstone Police Department (OR)
- Milwaukie Police Department (OR)
- Molalla Police Department (OR)
- Oregon City Police Department (OR)
- West Linn Police Department (OR)
- Salem Police Department (OR) + 12 participating agencies

**IMPLEMENTATION  
 SPECIALIST**

**MARK NATIVIDAD**  
 Implementation  
 Associate



Mark Natividad is an Implementation Associate at Mark43 based out of our NYC office. He is on the project management team for King County Sheriff's Office in Washington state and assists with product launch and training activities. Mr. Natividad has a background in consulting where he helped conduct project management and process improvement initiatives with clients across various industries including telecommunications, real estate, and insurance.

Educational  
 background:

Rutgers University – Bachelor of Arts in Information Technology and Informatics

Previous relevant  
 experience:

- Worked with various Fortune 100 companies to plan software development projects.
- King County Sheriff (WA)
- Seattle Police Department (WA)

|                                                                                                                                                                                         |  |                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <div><div>SOLUTION ARCHITECT</div><div>KEVIN FRAY<br/>Senior Solutions Engineer</div><div></div></div> |  | Kevin Fray is a Senior Solutions Engineer at Mark43. He has extensive experience as a solution architect providing custom systems for the public sector. Throughout his career, he has managed business solutions for state and local government entities. He has also worked for consulting powerhouse Deloitte and served in the US Navy.                                                                                                         |
| Educational background:                                                                                                                                                                 |  | <div>M. Sci, George Washington University<br/>Engineering Management with a Focus on Technology</div> <div>Bachelor of Science, United States Naval Academy<br/>Computer Science with a General Engineering &amp; Leadership Core Curriculum</div>                                                                                                                                                                                                  |
| Years of relevant experience                                                                                                                                                            |  | 5 years                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| Previous relevant experience:                                                                                                                                                           |  | <div><ul style="list-style-type: none"><li>Camden County Police Department</li><li>Richmond County Police Department</li><li>Dixon Police Department</li><li>El Cerrito Police Department</li><li>Clackamas County Sheriff</li></ul></div> <div>Project manager on various projects for:<ul style="list-style-type: none"><li>Dept of Homeland Security</li><li>Transportation Security Authority</li><li>Dept of State</li><li>DoD</li></ul></div> |



c) *Provide a project timeline (this may be included as an appendix to your proposal).*

**MARK43 RESPONSE:**

Please see a draft project plan in Section VIII. Attachments. Please note, Mark43 will deliver and implement Mark43 RMS by the end of Q2 2019. Full interfaces and data migration may take longer than Q2 2019 and extend into Q3 2019.

d) *List the roles and estimated time commitments of each City of Vancouver representative that you expect to be needed for the project (this information will be included in evaluating TCO).*

**MARK43 RESPONSE:**

Throughout the implementation, Working Groups that include representatives from Mark43 and the department will be responsible for supporting, informing, and making decisions on the various tasks required for launch. The Workflow Decision Makers will serve as a lead department representative for their respective working groups. Working Groups should include individuals who are able to answer specific questions about their area of responsibility. Additional Working Groups may be required based on the unique needs of the department. Any changes to the below scope should be documented in an addendum and tracked in the version history.

VPD resource usage will be highest during department assessment, technical scoping, testing, training, and cutover phases.

| WORKING GROUP             | KEY RESPONSIBILITIES                                                                                                                                                                                                                                                                                                                                                                          | VPD STAFF HOURS PER MONTH | DURATION OF TOTAL TIME FOR PROJECT |
|---------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|------------------------------------|
| Technology                | <ul style="list-style-type: none"> <li>Identify scope and provide documentation for any data migration</li> <li>Identify scope and provide documentation for any interfaces</li> <li>Identify gaps between existing systems and Mark43 systems</li> <li>Define technical standards</li> <li>Bring outside vendors or other technical experts as needed to facilitate project goals</li> </ul> | 40                        | 240                                |
| Locations (if applicable) | <ul style="list-style-type: none"> <li>Identify scope and provide documentation for any mapping or GIS hardware and software that will interface with Mark43 systems</li> </ul>                                                                                                                                                                                                               | 12                        | 160                                |

| WORKING GROUP                               | KEY RESPONSIBILITIES                                                                                                                                                                                                                                                                                                                                                           | VPD STAFF HOURS PER MONTH | DURATION OF TOTAL TIME FOR PROJECT |
|---------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|------------------------------------|
| Policy and Change Management                | <ul style="list-style-type: none"> <li>Review business processes with the department and external agencies</li> <li>Identify areas of improvement in conjunction with the rollout of Mark43</li> <li>Draft policy or general order changes for approval by the department</li> <li>Define report approval processes</li> <li>Implement new General Orders at launch</li> </ul> | 16                        | 200                                |
| Training                                    | <ul style="list-style-type: none"> <li>Develop training plan for end users, super users, and system administrators</li> <li>Schedule training sessions for officers</li> <li>Track and report training progress to Mark43 Implementation Team and Department Project Managers</li> </ul>                                                                                       | 40                        | 160                                |
| Support                                     | <ul style="list-style-type: none"> <li>Establish connections to existing department IT support (e.g., help desk)</li> </ul>                                                                                                                                                                                                                                                    | 20                        | 20                                 |
| Patrol (officers and supervisors)           | <ul style="list-style-type: none"> <li>Review and sign off on business processes related to first responder, patrol, and patrol supervisor workflows in Mark43 systems based on expert knowledge of department policies</li> </ul>                                                                                                                                             | 16                        | 200                                |
| Investigations (detectives and supervisors) | <ul style="list-style-type: none"> <li>Review and sign off on business processes related to investigations and case management, to include detective and detective</li> </ul>                                                                                                                                                                                                  | 16                        | 200                                |

| WORKING GROUP         | KEY RESPONSIBILITIES                                                                                                                                                                                                                    | VPD STAFF HOURS PER MONTH | DURATION OF TOTAL TIME FOR PROJECT |
|-----------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|------------------------------------|
|                       | supervisor workflows in Mark43 systems based on expert knowledge of department policies                                                                                                                                                 |                           |                                    |
| Records               | <ul style="list-style-type: none"> <li>Review and sign off on business processes related to records workflows, to include answering public information requests and expungements.</li> </ul>                                            | 16                        | 200                                |
| Property and Evidence | <ul style="list-style-type: none"> <li>Review and sign off on business processes related to property room workflows, to include logging and tracking evidence in Mark43 RMS based on expert knowledge of department policies</li> </ul> | 8                         | 100                                |
| NIBRS                 | <ul style="list-style-type: none"> <li>Review and sign off on business processes related to monthly NIBRS reporting based on expert knowledge of department policies</li> </ul>                                                         | 8                         | 100                                |
| Crime Analysis        | <ul style="list-style-type: none"> <li>Review and sign off on business processes related to statistical analysis of data in Mark43 systems based on expert knowledge of department policies and needs</li> </ul>                        | 16                        | 200                                |

3. SYSTEM IMPLEMENTATION, MAINTENANCE AND SUPPORT (10 pages maximum)

Briefly describe how you will deliver the following:

- a) Implementation of the software including methodologies for:
  - 1. Installation
  - 2. Testing
  - 3. Data conversion
  - 4. Interfacing

MARK43 RESPONSE:

The Mark43 Implementation Team follows the Project Management Institute’s (PMI) global standards for project management to achieve professional excellence for all client projects. The Team conducts internal product reviews with the Product and Engineering teams, as well as executive project reviews to facilitate high-quality standards.

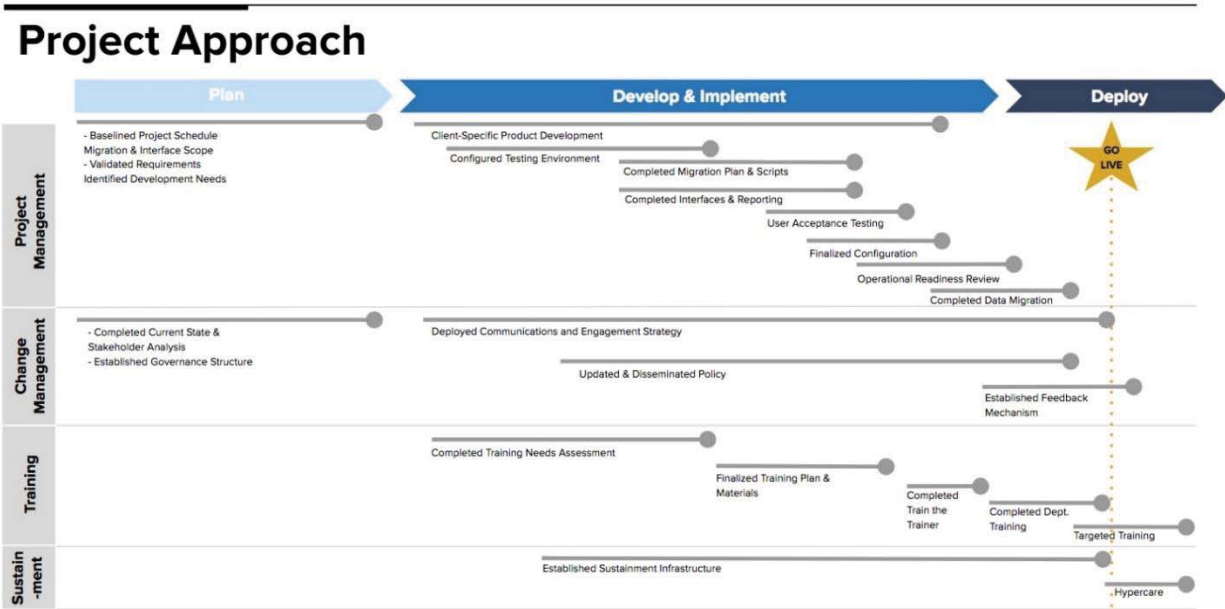
Upon commencement of a new project, the Mark43 Implementation Team conducts onsite technical scoping sessions with client stakeholders to define and confirm all product requirements. The findings of these sessions are thoroughly reviewed with the Mark43 Product and Engineering teams to determine mitigation strategies for any feature gaps and align project implementation timelines with the Mark43 product roadmap prior to communication with client decision-makers. This internal Mark43 stakeholder review continues throughout the duration of a project with bi-weekly reviews to address client-specific product needs, as well as monthly product roadmap alignment sessions.

| MARK43 RMS MAJOR PROJECT TASKS |                                       |
|--------------------------------|---------------------------------------|
| NO.                            | PROJECT TASK                          |
| 1.                             | Project Kickoff and Technical Scoping |
| 2.                             | Configuration and Development         |
| 3.                             | Functional Testing & Acceptance       |
| 4.                             | Training                              |
| 5.                             | Parallel Operations                   |
| 6.                             | Cutover and Commissioning             |
| 7.                             | Implementation Review & Closure       |

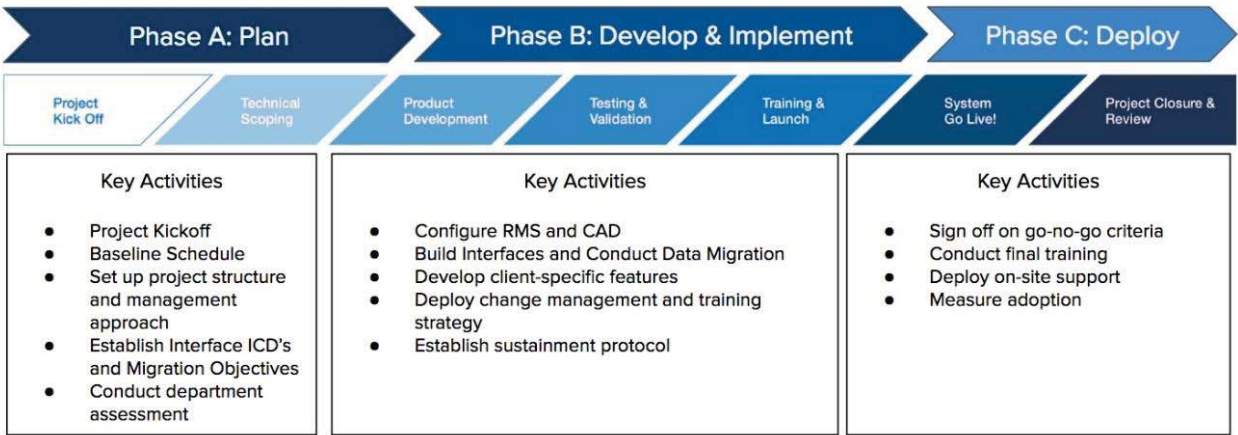
Mark43 RMS Project Phases



Mark43, INC. CONFIDENTIAL PROPRIETARY INFORMATION  
This document contains proprietary information



METHODOLOGY



- b) *Software maintenance and support including the following:*
- Hours of support*
  - Support tiers and services in each*

MARK43 RESPONSE:

After system go-live and acceptance. Mark43’s annual SaaS subscription fee includes these services at no additional cost:

- Technical support
  - Live 24/7/365 phone and email support
  - Online knowledge base via self-service portal
  - Dedicated on-site system administrator throughout the duration of the City’s subscription to Mark43 RMS
  - Bug fixes, patches, and general trouble-shooting
- Training
  - Ongoing training provided on an as needed basis
- Updates
  - Bi-weekly minor updates
  - Quarterly major upgrades

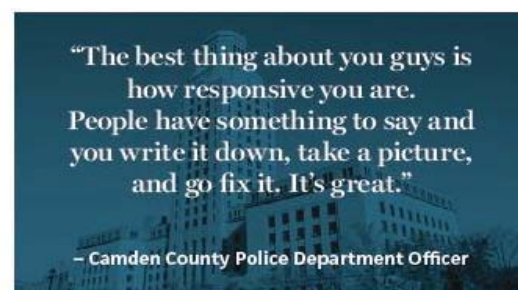
If at any time, your department feels you are not receiving the attention and desired resolution, immediate escalation to the following contacts should be made:

| MARK43 SUPPORT ESCALATION CONTACTS                                                        |                                                   |
|-------------------------------------------------------------------------------------------|---------------------------------------------------|
| <b>ESCALATION CONTACT #1:</b><br><b>Greer Davis</b><br>Director of Operational Support    | P: (212) 651-9154 x713<br>E: greer@mark43.com     |
| <b>ESCALATION CONTACT #2:</b><br><b>Matthew Portanova</b><br>Director of Customer Success | P: (202) 580-8859<br>E: matt.portanova@mark43.com |

### Mark43 Support Setup and Philosophy

Mark43's Customer Help Desk (CHD) is staffed in-house and is available for product assistance and troubleshooting to all user types, 24/7/365. Our goal is to provide friendly, personal, expedient, and accurate support for all Mark43 products. As such, our team continually evaluates processes, adjusts procedures, and evolves to maintain the most efficient team possible.

As part of the Mark43 team, CHD personnel share the same company mission and values as all team members. We embrace the tools, technology, and techniques that allow us to continue to provide excellent support, while striving to increase support quality at every opportunity.



For the most up-to-date support, we encourage departments to contact Mark43 CHD directly, rather than handling Tier 1 support themselves. This ensures that users receive the most accurate answers, reduces the time to resolution, and provides a better experience for the user.

### Support Implementation

The CHD utilizes modern software tools to track customer interactions and metrics, including service desk software that integrates directly with our engineering and product issue tracking system. This allows for broader visibility throughout the company and allows for dynamic and flexible responses to reported issues. CHD leadership continuously evaluates new and existing tools to determine their effectiveness, ROI, and ability to streamline and define the support process.

Other tools currently include, but are not limited to:

- VoIP phone system
- Automation tools
- Customer portal for tracking support issues and accessing online documentation
- Internal task tracking tools
- Mark43 team intranet space focused on knowledge sharing



Future tools for consideration include software for remote support, in-app chat, learning management systems, and others.

Staffing for a 24/7 operation means regularly evaluating our busiest periods and weighting staffing resources properly so all users' needs are effectively met. This also maintains employee morale and prevents turnover. Consistency is key in effective support and ensuring our staff's needs are also met is a value shared among all teams at Mark43.

The Mark43 CHD meets regularly with our Training Team and attends internal product demos to ensure they are properly trained on the most up-to-date product information.

### **Measuring Support Success**

Mark43 tracks a multitude of data points to assist in analyzing standard support metrics including time to first response, time to resolution, call wait time, and call service level. We challenge our agents to maintain high thresholds and improve upon them over time.

If thresholds are not met, evaluations will take place on how to course correct. Actions for internal team members can include hiring additional staff, schedule shifts, retraining, or other staffing changes.

The CHD also keeps metrics on issue details that can help inform us of user training deficiencies or other knowledge gaps that can inform the training and customer success teams of issues to address with the client to mitigate confusion using Mark43's products. It can also help the product team decide if a feature needs to be updated to make it easier / clearer for users.

Future tools for consideration include software for remote support, in-app chat, learning management systems, and others.

### *c) Process for system maintenance including delivery of updates and their frequency.*

#### **MARK43 RESPONSE:**

Mark43 systems follow this upgrade and maintenance schedule:

| MARK43 UPGRADE AND MAINTENANCE SCHEDULE |                                                                                                                                                                                      |
|-----------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Upgrades                                | Mark43 releases major upgrades on a quarterly basis. Minor upgrades are released monthly. Updates are released on a regular schedule. All clients are notified prior to the release. |
| Maintenance                             | Updates and system maintenance is performed in the background. There is no planned system downtime during scheduled maintenance.                                                     |

Upgrades made to the platform are available to all subscribers as part of the standard Service Level Agreement (SLA). Mark43's solution does not require any intrusive ongoing software maintenance or support services. Additional costs will not be charged to the City for these software upgrades.

#### **4. TRAINING (2 page maximum)**

*Describe below how you will provide the following including the length, delivery method, and resources to be utilized including staff and training tools (this information will be considered in evaluating TCO):*

- a) End-user training for user groups*
- b) System administrator training*

#### **MARK43 RESPONSE:**

Mark43 includes a comprehensive, training, curriculum package as part of the subscription plan. All users will be trained on-site by Mark43's training specialists to ensure effective user adoption of a modern RMS.

Mark43's training program is designed using multiple strategies aimed at addressing different learning styles. The primary objective of the Mark43 Training Team is to help all end-users successfully use the features in Mark43 RMS to perform critical daily functions and streamline processes to facilitate quicker data entry, paired with powerful searching and reporting capabilities giving all first responders a common operating picture.

Through a hands-on approach, end users will have the ability to work directly with RMS modules without any risk of compromising live agency data. We have found the blended approach, utilizing a **Train-the-Trainer** model combined with **Mark43 instructor led training** is the best approach to set the City up for continued success. With this approach, the City will receive expert instruction by our product specialists while simultaneously building a team of designated in-house system administrators who are equipped with the knowledge to act as a first-line of contact for the agency.

#### **MARK43 TRAINING METHODOLOGY**

Mark43 recommends and uses the "Train the Trainer" method to prepare all Mark43 RMS users for success.

How will the Train the Trainer method prepare the City to use Mark43 RMS?

- Identifies the prime audience for Train the Trainer training
  - Supervisory and administrator staff at the City who will assume a lead role and instruct other users at the City on how to use Mark43 RMS
- Master Mark43 trainers will provide instructor led training for the City's prime audience
  - City supervisory level staff is trained as a master instructor in their subject matter expertise area
  - Systems staff responsible for administering and maintaining the system are trained in-depth
- Mass City users and Beyond
  - City department trainers will conduct mass training sessions for all agency staff
  - City department trainers will guide the City staff through live or scripted use case scenarios simulating how Mark43 RMS will be used throughout the course of their work day according to their role

## Pre-Launch Training Preparation

| MARK43 PUBLIC SAFETY PLATFORM TRAINING LAUNCH WEEK AND POST GO-LIVE |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|---------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| STAGE                                                               | MARK43 TRAINING SERVICE DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| Launch Week                                                         | <ul style="list-style-type: none"> <li>• Mark43 Implementation Specialists will be on-site to support all City end users.</li> <li>• During “Launch Week”, in conjunction with the Mark43 Customer Help Desk, our trainers will be available via phone to consult and address any questions or issues that arise.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| Two Weeks Post Go-Live                                              | <ul style="list-style-type: none"> <li>• Following the official launch and “go-live” of the Mark43 public safety platform, our Help Desk is available to answer any questions or issues that may arise.</li> <li>• As our dedicated commitment to successful user adoption, our trainers will be available to return to the City, if needed, to conduct follow-up trainings two weeks after launching the Mark43 public safety platform. This service is included as part of our subscription service and additional costs will not be charged to the City.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                              |
| One Month Post Go-Live                                              | <ul style="list-style-type: none"> <li>• At the end of the month the Mark43 public safety platform is launched, trainers will conduct a conference call/video call with Specialty Division personnel to address any questions or issues they may be experiencing. During this time, Mark43 trainers are also available to participate in a conference call/video call with agency trainers or personnel to answer their questions.</li> <li>• One month after launch, Mark43 trainers will be available to return to the agency for on-site training and support to address and gaps or pain points that may have arisen.</li> <li>• Following the first month of using the Mark43 modules, we will provide any documentation, webinars, or conference/video calls mutually deemed necessary to address major changes to the Mark43 modules. Our Customer Help Desk will continue to be available 24/7 to answer any questions or issues that may arise.</li> </ul> |

## 5. REPORT WRITING AND RMS INTEGRATION (2 page maximum)

*Describe if your system's report writing feature is included in the core RMS application or if it is a separate application (Do users write reports in RMS or a separate system? Are there separate logins?).*

### MARK43 RESPONSE:

Yes, report writing is integral to Mark43 RMS. Report writing and searching all occur in one system with one login.

## 6. SYSTEM SCALABILITY (2 page maximum)

*Describe any system limitations related to an increase in users. At a minimum, address the following questions in your response: Is there a maximum number of users and data storage based on the system and pricing you are proposing? Will there be a decrease in system functionality and/or performance as additional users and data are added to the system over time?*

### MARK43 RESPONSE:

Mark43 RMS is hosted on AWS (Amazon Web Services) GovCloud (US) infrastructure and automatically scales to meet any demands placed on the system. The system is redundant across multiple availability zones. Backup and restore procedures are automatic. Mark43 has designed its platform on the AWS GovCloud infrastructure to adhere to CJIS Security Policy v5.6. All infrastructure needs are supplied by the Mark43 team.

VPD will be responsible for supplying network and internet connectivity required to use Mark43 RMS:

Mark43's platform connects via internet to Mark43's AWS GovCloud environment. In the field, Mark43 recommends a 4G LTE connection for best performance. Speeds of as low as 1Mbps have been used with the software.

In office, Mark43 recommends a 1 GB internet connection along with a backup internet service provider line for redundancy purposes.

| MARK43 NETWORK REQUIREMENTS                          | SPECIFICATIONS                 |
|------------------------------------------------------|--------------------------------|
| Application (Client to Server) bandwidth requirement | 10Mbps + 2Mbps per 1,000 users |
| Application (Client to Server) latency requirement   | <100ms                         |

## 7. TECHNICAL REQUIREMENTS (2 page maximum)

*Describe what hardware and software environment will be required to support your current system including any and all required servers, licenses, message switching, bandwidth/connectivity, and redundancy. NOTE: the City requires the following at a minimum:*

- **On-prem:** System must operate on a Microsoft Windows Server OS and SQL Server Database. Describe if the system will operate in a VMWare virtual server environment.
- **Cloud:** Data is hosted at secure Tier 4, SOC 2, CJIS certified data center (see #40 herein). Describe location and frequency of back-up systems and disaster recovery testing.

### MARK43 RESPONSE:

Mark43 RMS is hosted on AWS GovCloud (US) Region, located in the Northwestern region of the United States. AWS GovCloud (US) is an AWS region designed to allow US government agencies at the federal, state, and local level, along with contractors, educational institutions, and other US customers to run sensitive workloads in the cloud by addressing their specific regulatory and compliance requirements. Beyond the assurance programs applicable to all AWS regions, the AWS GovCloud (US) region allows customers to adhere to U.S. International Traffic in Arms Regulations (ITAR) regulations, the Federal Risk and Authorization Management Program (FedRAMP) High requirements and Department of Defense (DoD) Cloud Computing Security Requirements Guide (SRG) Levels 2 and 4.

**Interface servers are required on-site** to host the interfaces developed by Mark43 to allow communication between Mark43 RMS and VPD's desired 3<sup>rd</sup> party applications.

| MARK43 SYSTEM INTERFACE SERVER SPECIFICATIONS |                           |                           |
|-----------------------------------------------|---------------------------|---------------------------|
|                                               | MINIMUM                   | RECOMMENDED               |
| Operating System                              | Ubuntu Linux (latest LTS) | Ubuntu Linux (latest LTS) |
| Processor speed and quantity                  | 4x CPUs                   | 8x+ CPUs                  |
| Architecture                                  | x64 / x86                 | x64 / x86                 |
| Memory                                        | 8 GB                      | 16+ GB                    |
| Network Card                                  | 1x 100 Mbps NIC           | 2x 1Gbps NICs             |
| Hard Drive                                    | 250 GB                    | 500 GB                    |

### Mark43 Data Exchange

The Mark43 Data exchange functionality is enabled through either the RMS or CAD applications. Additional interface servers may be required to support Mark43 Data Exchange data flows, depending on the department's size and complexity.

## MARK43 PUBLIC SAFETY PLATFORM ARCHITECTURE

|                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|--------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Cloud provider:    | Amazon Web Services (AWS)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Region:            | AWS GovCloud Region                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Physical security: | <p>AWS operates, manages, and controls the infrastructure components, from the host operating system and virtualization layer down to the physical security of the facilities in which the services operate.</p> <p>AWS makes available these audit and compliance reports:</p> <ol style="list-style-type: none"> <li>1. Cloud Computing Compliance Controls Catalogue (C5)</li> <li>2. FedRAMP Partner Package</li> <li>3. Global Financial Services Regulatory Principles</li> <li>4. IRAP Package</li> <li>5. ISO 27001:2013 Certification and Statement of Applicability (SoA)</li> <li>6. ISO 27017:2015 Certification and Statement of Applicability (SoA)</li> <li>7. ISO 27018:2014 Certification and Statement of Applicability (SoA)</li> <li>8. ISO 9001:2015 Certification</li> <li>9. MAS TRM Guidelines Workbook</li> <li>10. PCI DSS Attestation of Compliance (AOC) and Responsibility Summary</li> <li>11. PSN Connection Compliance Certificate (CoCo)</li> <li>12. PSN Service Provision Compliance Certificate</li> <li>13. Quality Management System Overview</li> <li>14. Service Organization Controls (SOC) 1 Report</li> <li>15. Service Organization Controls (SOC) 2 Report</li> <li>16. Service Organization Controls (SOC) 3 Report</li> <li>17. SOC Continued Operations Letter</li> <li>18. APRA CP</li> </ol> |



## 8. OPERATING SYSTEM (1 page maximum)

*Describe what operating systems your system is compatible with and whether there are any known bugs or problems using your system on any of them, and how you will ensure that your system is compatible with future versions of the operating systems. If the system supports multiple OS, indicate the number of installations you have on each.*

### MARK43 RESPONSE:

Mark43 RMS is compatible with the following operating systems:

|                           |                         |
|---------------------------|-------------------------|
| Windows 7+, Mac OS X 10.X | Windows 10, Mac OS 10.X |
|---------------------------|-------------------------|

## 9. USER INTERFACE (3 page maximum)

*Describe if your system utilizes a Windows based user interface that allows users to navigate the system using different approaches such as point-and-click, drag-and-drop, drop-down boxes, etc. Please provide screenshots.*

### MARK43 RESPONSE:

The Mark43 public safety platform is built and currently developed with usability and design as the core components of a modern platform. Mark43 has dedicated UI (User Interface) and UX (User Experience Design) teams that successfully display a purposefully designed easy to use interface.

Mark43's award-winning platform has been designed from the ground up by industry-leading designers, using thousands of hours of on-site product research made by many members of the Mark43 team with law enforcement officers in the field. Mark43's design team works with the knowledge that user understanding of a software system is critical to the success of user adoption and operational efficiencies. We firmly believe well-designed user interfaces increase user adoption and increases speed.

The user interface takes cues from commercial design and enables a quick experience for the officers. In Washington D.C., the Mark43 team trained all over 3,500 MPD officers in 6 weeks. Most officers were able to be trained in under 3 hours at the start of their shifts while avoiding any overtime. In contrast, the previous system took many months of training and days of training per officer.

### MARK43 2017 DESIGN AWARD – CONNECTING CATEGORY



Mark43's design team won the 2017 Interaction Design Association Award in the category of Connecting for the Mark43 RMS among finalists Microsoft, Frontend.com and Novartis and FDB Health. This is the premier international interaction design organization.



THIS PAGE CONTAINS MARK43 PROPRIETARY AND CONFIDENTIAL INFORMATION

REPORTS CAD PEOPLE ORGANIZATIONS VEHICLES PROPERTY ALL

SAVED SEARCHES

Event Date/Time Range  
All Time

Report Type

REPORT DETAILS

Report Number Approval Status Secondary Approval Status

District / Sector / Grid Start Reporting Incident / Offense Classification

UCR Classification UCR Group Report Case Status

Primary Agency Amtrak Police

Narrative Keyword Search

SEARCH DASHBOARD REPORTS CASES EVIDENCE WARRANTS

2345678 ADVANCED SEARCH

REPORTS (5)

2345678924 Field Contact #FC17000120 09/14/17  
GROVE STREET, GROVE ST, CHEVY CHASE, MD 20815

2345678924 Victim Statement Notification (13725921)

2345678924 Use of Force

2345678924 Investigative Supp (13725914)

2345678978 Custodial Property Summary

Offense Codes

13A

ASSLT ON DVYS [ 2C:12-18(5)(E) ]

ASSLT BY AUTO/VESSEL [ 2C:12-1C(1) ]

Assault

BODILY INJURY W/ELUDDING [ 2C:12-18(7) ]

CAUSE/ATTEMPT BODILY INJURY [ 2C:12-18(5) ]

FRAUD IN INSOLVENCY [ 2C:25-13A ]

FRAUD SCHEME W/CARDS/DICE [ 9A:12-113A ]

SERIOUS INJURY W/ELUDDING [ 2C:12-18(6) ]

Offense Display Name Assault

Offense Code / Statute Statute Code Set

Description

Active Date / Time 10/11/2016 00:00

Expiration Date / Time

Active

Arrest Type Custodial Warrantless

Fine Amount

NIBRS Code 13A - Aggravated Assault

SAVE CANCEL

Last Modified Oct 11, 2016 09:37 by Super User

Event Information

REPORTING INFO

Event Start Date / Time MM/DD/YYYY HH:MM

Event End Date / Time MM/DD/YYYY HH:MM

Primary Reporter

Assisting Personnel Type(s)

Weather:

Street Crime

Shooting

EMS / Fire / Other LE Agencies on Scene

REPORT ROUTING

## **10. BROWSERS (2 page maximum)**

*Describe what browsers your system is compatible with and whether there are any known bugs or problems using your system on any of them, and how you will assure that your system is compatible with future versions of the browsers.*

*Note: HTML5 client is strongly preferred. If you use Java, Silverlight or other web-based technology with a browser, list all plug-ins required to effectively run the application.*

### **MARK43 RESPONSE:**

Mark43 RMS is web-based and requires a modern web browser to access the system. Mark43 RMS supports all versions of Microsoft Internet Explorer and Google Chrome that receive technical support and security updates from the browser vendor.

- Google Chrome (latest)
- Microsoft Internet Explorer: All versions of Microsoft Internet Explorer that receive technical support and browser updates. (As of 10/15/2017 this is IE 11+, Microsoft Edge)

Mark43 RMS does not require plug-ins to run the application.

## **11. SINGLE DATA ENTRY (2 page maximum)**

*Describe if your system includes "single-entry" capability wherein users only have to enter data one time and how the data will be utilized throughout the system, as well as if there is any time a user would be required to enter the same data more than once (i.e. within the system, between systems, among systems if interfaced, etc.).*

### **MARK43 RESPONSE:**

Yes, Mark43 RMS supports single-entry where relevant data will appear in other modules within the RMS.

Mark43's intuitive interface leveraging modern web design techniques such as robust show/hide logic, nested fields, and minimal free text will streamline field contact creation both reducing time spent on data entry while encouraging more accurate data collection. Mark43's open API can also easily leverage and incorporate historical data from the CAD and RMS in their field contact to include entity profiles, locations, vehicles, and items. Real time bi-directional sync also means that an officer's field contact will be available system-wide as soon as the field contact is created for investigative purposes, data analytics, or situational awareness for other deputies. Mark43's linking feature allows deputies working together to document multiple related field contacts in bulk minimizing redundant data entry making relevant data available across multiple reports in real time.

12. SYSTEM NAVIGATION (3 page maximum)

The system enables users to enter persons, property, and vehicles seamlessly without having to navigate to a different part of the system. Describe your system’s style of navigation (if the user interface is tabular, opens up separate windows, etc.). Provide screenshots.

MARK43 RESPONSE:

Mark43 RMS is navigated using a universal toolbar supported by tabular, and side-menu options. All search and entry are performed within one interface, one system, and one user-login.

Mark43 RMS Dashboard

The screenshot displays the Mark43 RMS Dashboard interface. At the top is a navigation bar with icons for SEARCH, DASHBOARD, REPORTS, CASES, EVIDENCE, WARRANTS, and NOTIFICATIONS (with a 39 badge). A 'TEST' button and a user profile 'SP' are also present. Below the navigation bar is a search bar with the placeholder 'Search reports, cases, persons...' and an 'ADVANCED SEARCH' button. A yellow box labeled 'Universal menu' highlights the top navigation area. The main content area is divided into two sections. The left section, titled 'Action Required Reports', contains a table of reports with columns for report type and date. A yellow box labeled 'Tabular menu' highlights this table. The right section, titled 'RECENT ARRESTS', displays a list of arrests with mugshots, names, arrest numbers, dates, and locations. A yellow box labeled 'Sidebar menu' highlights the right-hand side of the dashboard. The table in the 'Action Required Reports' section contains the following data:

| Report Type                           | Date               |
|---------------------------------------|--------------------|
| 878787878 Supplement                  | Mar 21, 2018 20:28 |
| 878787878 Supplement                  | Mar 21, 2018 20:26 |
| 49596077 Community Information Report | Mar 21, 2018 19:59 |
| 45960792 Citation                     | Mar 21, 2018 19:52 |
| 12365479 Citation                     | Mar 21, 2018 10:55 |
| 976434567 Use of Force                | Mar 21, 2018 09:54 |

The 'RECENT ARRESTS' section lists the following arrests:

- Jimmy Johnson, Arrest #18-000243, 07/25/18 00:00, 123 MAIN STREET RESTAURANT, 123 MAIN ST, MOUNT DESERT, ME 04662
- Banks Smith, Arrest #18-000315, 07/15/18 03:00, 1611 O ST NW, WASHINGTON, DC 20036
- John Doe, Arrest #18-000309, 07/11/18 21:20, 500 TX-356, IRVING, TX 75060
- Bon Bon Jerry, Arrest #18-000312, 07/11/18 11:00, 4117 N JOSEY LN, CARROLLTON, TX 75007
- Mary Lizard, Arrest #18-000302, 07/11/18 00:00, CO RD 321, LUCAS, TX 75002

Mark43 RMS Reports Page

SEARCH

DASHBOARD

REPORTS

CASES

EVIDENCE

WARRANTS

NOTIFICATIONS

TEST

SP

FILTER BY

Last Modified Between

07/26/201800:00

And

07/27/201823:59

Agency/District/Reporting Area

Report Type(s)

Label(s)

Offense / Incident Type(s)

Primary Reporter(s)

Arresting Officer(s)

Current Owner(s)

Primary Agency

Demo

Unit(s)

Reports

NEW REPORT

DRAFT (7)PENDINGAPPROVEDUCR APPROVED

| Modified Date  | IR # / Owner                     | Title                   | Location                                           | Status |   |
|----------------|----------------------------------|-------------------------|----------------------------------------------------|--------|---|
| 07/27/18 12:28 | 18-000128<br>Colin Sheridan #123 | Arrest                  | 1500 WEST, 1500 W, OAK HARBOR, WA 98277            | D      | ✓ |
| 07/27/18 11:24 | 183351741788<br>Jack O'Connell   | Offense/Incident Report | --                                                 | D      | ✓ |
| 07/27/18 11:22 | 182108504434<br>Jack O'Connell   | CHP 180                 | --                                                 | D      | ✓ |
| 07/27/18 11:20 | 182108504434<br>Jack O'Connell   | Offense/Incident Report | --                                                 | D      | ✓ |
| 07/26/18 16:40 | D2345678<br>Nigel Jalandra       | Arrest                  | --                                                 | D      | ✓ |
| 07/26/18 15:35 | 987654333<br>Avi Lowenstein      | Supplement              | --                                                 | D      | ✓ |
| 07/26/18 15:07 | 876543444<br>Avi Lowenstein      | Supplement              | DISNEYLAND DRIVE, DISNEYLAND DR, ANAHEIM, CA 92802 | D      | ✓ |

Prev1Next

13. FUNCTIONAL CONTINUITY (2 page maximum)

Describe whether users will be able to log-out of the system without finishing a record (any type of report) and log back in from another computer, at another location, and continue writing the report without having to manually upload, search for, or take any other action. Describe the technological attributes of the system that makes this possible.

MARK43 RESPONSE:

Yes, as a SaaS solution, Mark43 RMS fully support functional continuity where users can log-in to multiple devices and resume progress from where they left off. Credentials are not tied to a specific workstation or location but login information consisting of the username and password. All reports requiring actions are displayed upon login on each user's dashboard based on the current stage the report is in. The user can quickly continue report writing by clicking on the report right from the dashboard.

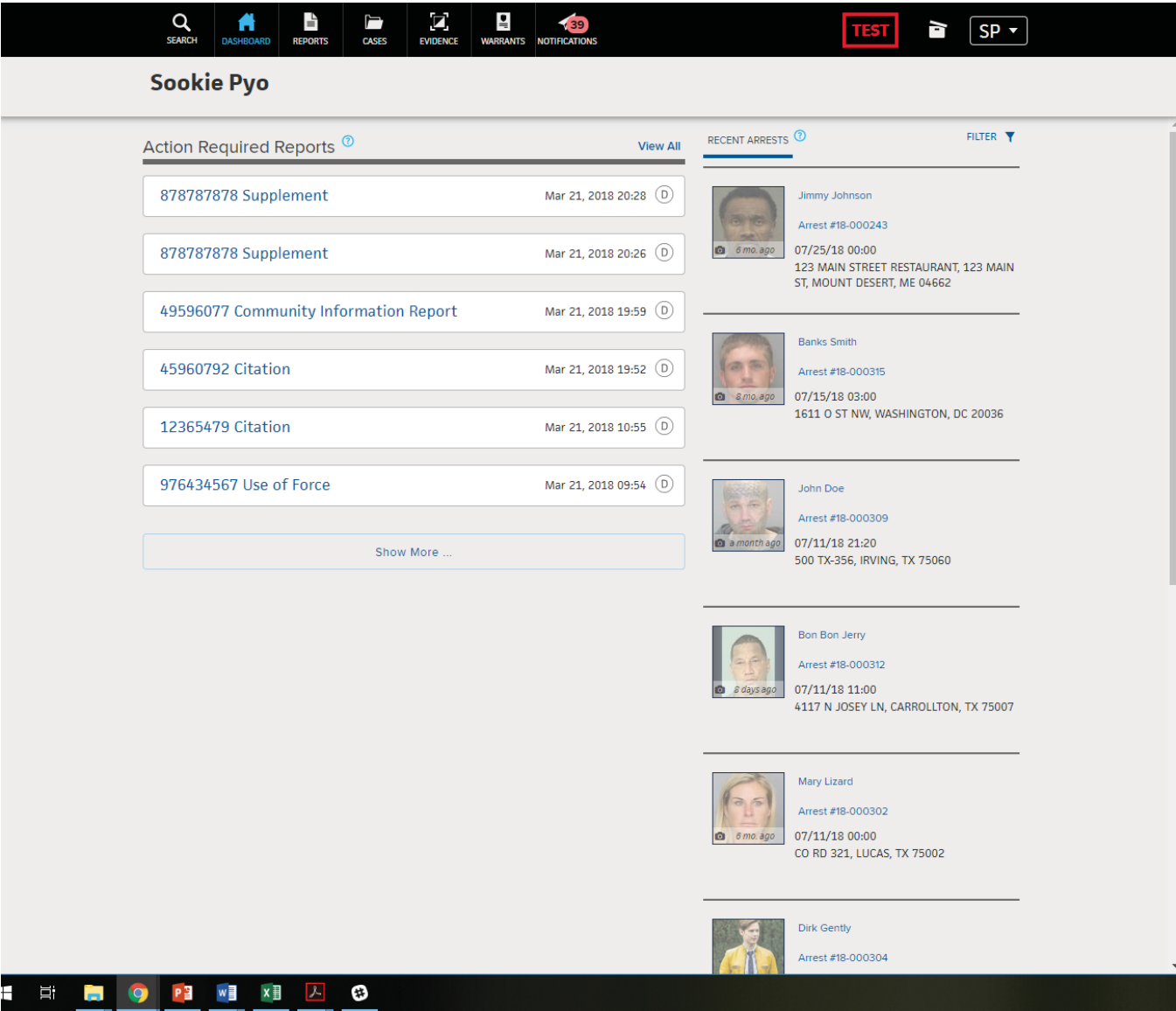
14. USER DASHBOARD (2 page maximum)

Describe if your system includes a user dashboard that displays upon login and what information is displayed. Be sure to describe whether the dashboard contains information about reports that have been started but not completed, that are missing or have been rejected or approved, etc. Provide screenshots.

MARK43 RESPONSE:

Yes, Mark43 RMS includes a user dashboard that displays immediately upon login.

Mark43 RMS Dashboard



The dashboard is your home screen in the RMS. It is broken up into two main sections, Action Required Reports and Recent Arrests.

## Action Required Reports

Action Required Reports display all draft or rejected reports that you are an author of (for more information on report approval status, click here). This view is personalized for each user. If there are co-authors of a report, the report will appear in each user's Action Required Reports Dashboard. All users who have edited a report at any time are considered an author, but each report has only one owner who can submit the report. The owner is usually the person who created the report, unless it has been reassigned.

Clicking on a report opens it. Clicking VIEW ALL or SHOW MORE brings you to the Reports Board.

## Viewing All Action Required

The screenshot shows the Mark43 Reports Dashboard. On the left is a 'FILTER BY' sidebar with various filters: 'Last Modified Between' (07/26/2018 00:00 to 07/27/2018 23:59), 'Agency/District/Reporting Area', 'Report Type(s)', 'Labels(s)', 'Offense / Incident Type(s)', 'Primary Reporter(s)', 'Arresting Officer(s)', 'Current Owner(s)', 'Primary Agency' (set to 'Demo'), and 'Unit(s)'. The main area is titled 'Reports' and has tabs for 'DRAFT (7)', 'PENDING', 'APPROVED', and 'UCR APPROVED'. A 'NEW REPORT' button is in the top right. Below the tabs is a table of reports:

| Modified Date  | IR # / Owner                     | Title                   | Location                                           | Status         |
|----------------|----------------------------------|-------------------------|----------------------------------------------------|----------------|
| 07/27/18 12:28 | 18-000128<br>Colin Sheridan #123 | Arrest                  | 1500 WEST, 1500 W, OAK HARBOR, WA 98277            | (D) [dropdown] |
| 07/27/18 11:24 | 182351741788<br>Jack O'Connell   | Offense/Incident Report | --                                                 | (D) [dropdown] |
| 07/27/18 11:22 | 182108504434<br>Jack O'Connell   | CWP 180                 | --                                                 | (D) [dropdown] |
| 07/27/18 11:20 | 182108504434<br>Jack O'Connell   | Offense/Incident Report | --                                                 | (D) [dropdown] |
| 07/26/18 16:40 | 02345678<br>Nigel Jalandra       | Arrest                  | --                                                 | (D) [dropdown] |
| 07/26/18 15:35 | 987654333<br>Avi Lowenstein      | Supplement              | --                                                 | (D) [dropdown] |
| 07/26/18 15:07 | 876543444<br>Avi Lowenstein      | Supplement              | DISNEYLAND DRIVE, DISNEYLAND DR, ANAHEIM, CA 92802 | (D) [dropdown] |

At the bottom of the table are 'Prev', '1', and 'Next' buttons.

## Recent Arrests

This feed shows the most recent arrests made by your department. Clicking FILTER provides you with options on what arrests you see in the feed.

Clicking the name or photo of a person opens their Contexted Person Profile (for more on person profiles, click here). If no mugshot was taken during the arrest, the system will display that person's most recent mugshot on file. Clicking the arrest number opens the arrest report.

**15. PLAIN ENGLISH QUERIES (1 page maximum)**

*Describe if there is anywhere in your system where users have to enter data or conduct queries utilizing codes, numbers, or symbols instead of plain English. If so, provide details regarding the nature and extent to which this is required and reasons why users have to do so.*

**MARK43 RESPONSE:**

All queries in Mark43 RMS are conducted using plain English.

**16. DATA BACK-UP (1 page maximum)**

*Describe your approach to backing-up data including process, frequency and reliability.*

**MARK43 RESPONSE:**

Full database backups are performed daily. Daily backups are stored for 35 days. Additionally, snapshots are periodically made of the database allowing for stateful restoration up to 5 minutes prior.

Mark43 server environments rely on AWS availability zones to ensure high availability and redundancy. All Mark43 production servers are mirrored in a separate availability zone. Availability zones are geographically disparate data centers in the AWS GovCloud region. Availability zones are active/active allowing for immediate failover. Amazon is responsible for all backups of the Mark43 production environment.

**17. DATA LINKAGE (1 page maximum)**

*Describe how your system links records involving the same people, vehicles, property, locations, and businesses, and makes these relationships obvious to users so they know of the existence of records related to the information they are currently working on. Provide an Entity Relationship Diagram.*

**MARK43 RESPONSE:**

Mark43 RMS links people, locations, vehicles, etc. through a Master Index. For example, when an investigator looks at a vehicle he/she will be able to see all the reports and incidents the vehicle was involved in in a clear manner.

Mark43 RMS also supports these linking functions:

- Link separate arrest reports once that arrest is completed
- Cases and reports can be electronically linked together under one case jacket
- Linked person and location profiles added to cases contain up-to-date intelligence



## **18. MASTER INDICES (1 page maximum)**

*If your system has master indices, describe whether master records within the indices are automatically updated as new data is entered that is related to the records. If your system does not have master indices, describe how data is identified to the user as the most current version of the record, how the data is updated, and if users will need to manually create any indexing/identifiers when creating records.*

### **MARK43 RESPONSE:**

Mark43 uses Master Entity Profiles (persons, locations, vehicles) as a system of record for a respective entity. When new information is updated in the system, data is added to the Master Entity Profile. For example, when a new address is added to Suspect A for Case 123, the new address information is added to Suspect A's Master Entity Profile, adding to previously collected addresses. Additionally, information within a report only applies to the specific report it was added on and information in previous reports is not impacted. Users do not need to manually create any index/identifiers when creating records.

## **19. PREVENTION OF DUPLICATE DATA (3 page maximum)**

*Describe if your system has a feature to prevent users who are writing reports from entering duplicate names, vehicles, property, locations, and businesses (i.e. information that is already in the system). Describe how this feature works from both a user's perspective and an administrator's perspective. Is there also a feature enabling administrators to eliminate duplicate records after they have been submitted by users? Be sure to include, in detail, how name records are verified and are not duplicated in the system.*

### **MARK43 RESPONSE:**

Mark43 RMS guides officers to search for people, locations, etc. in the system before creating a new profile to reduce duplicates. When the system recognizes that an entity already exists, this profile will be added, as opposed to creating new data points.

Mark43 RMS has a Master Name Index that reduces the number of duplicates in the system. All information about a person is in one place making access and search easier for all users. These Master Names are contextualized in individual records, so that if data has changed over time, the user is made aware.

As detailed above, Mark43's intuitive workflow prevents users from creating duplicates during the report writing process. In the event a duplicate is created, an administrator may easily detect and correct this error by utilizing the Search function. If two records are identified as representing the same entity, it is easy for them to be merged into one. This ensures one single source of truth.

## **20. SEARCHABILITY (1 page maximum)**

*Describe if your system enables users to search any data field in the system or combination of fields to conduct user-defined queries. Please describe if there is any restriction or limitation to what fields can be searched. Include whether the system enables users to switch from writing a report to searching the system without having to log-out or switch applications/systems.*

### **MARK43 RESPONSE:**

Mark43 RMS includes two kinds of comprehensive search methods, (1) Quick Search and (2) Advanced Search.

By using the Quick Search toolbar, end users can search for Person Names, Organization Names, Locations, Person Alias, CAD Event Numbers, Report Numbers, Identifiers (e.g. FBI Number, State ID, Driver's License Number, Social Security Number, Phone Number), License Plate Numbers and VINs. Quick Search uses Fuzzy Matching, a computer-assisted translation technique that allows users to discover data without exact precision. For example, by using Fuzzy Match, a user who searches for "Simth" would accurately retrieve names matching "Smith."

Advanced Search is a more granular search technique that consists of seven tabs: Reports, CAD, Persons, Organizations, Vehicles, Property, and Attachments. Through Advanced Search, all fields in Mark43 RMS can be searched without limitation. Further, these highly customized searches can be saved by the user for future use, so that a very specific combination of search terms does not need to be entered again.

## **21. GLOBAL SEARCHES (1 page maximum)**

*Describe if your system includes a global search field allowing users to enter any kind of search criteria into a single field and what kind of search results users can expect from such searches.*

### **MARK43 RESPONSE:**

Mark43 Quick Search is a Global Search field. End users can search for Person Names, Organization Names, Locations, Person Alias, CAD Event Numbers, Report Numbers, Identifiers (e.g. FBI Number, State ID, Driver's License Number, Social Security Number, Phone Number), License Plate Numbers, and VINs.

## **22. DATABASE CONNECTIVITY PROTOCOL (1 page maximum)**

*Describe your system's database connectivity protocols and whether there will be limitations on accessing (reading and writing) data via third party or interfaced applications. Describe what API's are available for system integration, and how data can be exported and queried within the system.*

### **MARK43 RESPONSE:**

From a high-level, the Mark43 platform is built using service-oriented architecture (SOA). Specifically, every system activity has a RESTful API call to accomplish the user action. In addition to the internal API, we publish partner and public-facing API calls for systems integration and 3rd party tools to grab data (i.e. - Informatica, Crystal Reports, etc.)

#### **API Integration**

The simplest and recommended interaction with the Mark43 system is through our open API. The Mark43 platform allows 3rd party applications to interact with the platform through simple interfaces which is both less expensive and far easier to build. The integrations are often built using on-premise interface servers for custom integrations. Mark43 does not load the API onto the interface servers, the servers are meant to run the jobs, maintain storage in case of failure, or for shared-file space in bi-directional interfaces. Several 3rd party API interfaces have previously been built or can be replicated and adjusted as necessary.

#### **Public API Facts**

- Secure Public API with live documentation (documentation is web-based)
- Web-based API shows all syntax definitions and allows for testing
- Mark43 maintains these endpoints
- XML & JSON compatible
- Mark43 has to create and provide customers with credentials

#### **Data Integration**

The second method of integration is through database access. This is especially useful for one-way data transfers from our RMS to another system. We accomplish this by setting up database views in either our replica integration database or through the agency's data lake (if the data lake option is added during contracting) and then configuring jobs on the on-site integration server to perform minimal transforms and load onto another system per business requirements.

## **23. IMAGES (1 page maximum)**

*Describe whether images are stored in the database utilizing path references and, if not, how they are stored.*

### **MARK43 RESPONSE:**

Mark43 RMS does not utilize path references. Rather, images are stored as attachments and contextualized to the report, case, or profile to which they are assigned. There is no file type restriction and no limit to the number of files you can attach, but each file must be under 3 GB.

## **24. OPEN ARCHITECTURE (1 page maximum)**

*Describe whether you would consider your system as being built with open architecture in a way that will easily allow the sharing of data with or without third-party applications and whether it will be easy to access our data in non-proprietary formats. Describe your assurance to the City that access to our data will not be made difficult in the event it is needed for other systems.*

### **MARK43 RESPONSE:**

One of the core features of Mark43 RMS is to promote and ensure information sharing between all mission critical systems and neighboring agencies to increase operational efficiency and first responder safety. Mark43 RMS has an open API to exchange information with other third-party systems to significantly reduce or eliminate duplicate data entry.

With Mark43, public safety agencies can “Think Beyond the Incident” and have modern technology that does not have the *barriers of information sharing* old tech is ridden with. The Mark43 platform enables public safety agencies to have multiple historical and real-time views of a crime incident without having to switch applications.

VPD will remain the owner of all data which can be accessed through API views or SQL pulls.

## **25. FIELD DESCRIPTIONS (1 page maximum)**

*Describe whether data field descriptions explain in plain English what the data field is and if there is an optional alternative view users can request with a key or click that displays the database table description for each field. Please provide screenshots.*

### **MARK43 RESPONSE:**

Yes, data field descriptions explain in plain English what the data field is. Additionally, tool tips and field labels are configurable by the department (ideally by an EU with administrative role access) in our administration menu.

## **26. DATA VALUE DESCRIPTIONS (1 page maximum)**

*Describe whether data values are displayed and stored in plain English instead of codes/numbers/abbreviations.*

### **MARK43 RESPONSE:**

Yes, data values are displayed and stored in plain English. The configurable fields are stored in attribute tables and have lookups associated with each plain English value.

## **27. SYSTEM CONTINUITY (1 page maximum)**

*Describe if your system will automatically store user entered data in real time on the user's computer or an external storage device in case an error or connection loss occurs, and a general description of the technological attributes that makes this possible.*

### **MARK43 RESPONSE:**

All data entered in Mark43 RMS is available in real time platform wide for situational awareness and investigative purposes. Reports are immediately available to supervisors in draft mode as the officer writes their report. The report status changes as the officer submits the report to "pending" status. Rather than routing to one individual supervisor, the pool of pending reports is available to all supervisors with appropriate permission to review and approve reports. Robust filtering as well as in-app, email, and text notifications ensure that supervisors and relevant follow up units have real time updates on the reports they want to see and are responsible for.

## **28. CASE NUMBERING (1 page maximum)**

*Describe whether your system will support an agency defined case numbering style in terms of number and types of digits and characters (describe the formats) and whether a secondary/sub-set type of case numbers can be utilized for certain specialized users of the system.*

### **MARK43 RESPONSE:**

Case numbers in Mark43 are completely configurable. During the Department Assessment Mark43 will learn department workflows and configure case numbers to match VPD's desired work flow.

## 29. DATA CONVERSION (4 page maximum)

*Describe your approach to data conversion, data mapping and data cleansing of legacy data and include the following:*

*a) How will you convert records containing partial data (i.e. partial names, partial phone numbers, unknown persons with physical descriptors) in a way that will ensure they will be returned in search queries?*

### **MARK43 RESPONSE:**

#### **Data Migration Project Governance**

All historical data ultimately belongs to the client agency, therefore, migrations require a data governance board led by business and IT users committed to the success of the new system and empowered to make decisions and drive actions. The governance board will meet with Mark43's deployment team regularly to ensure a successful migration.

| Role                                           | Responsibility                                                                                                                                                   |
|------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Mark43 Project Manager                         | Perform client technology, functional, process, and policy gap analyses and synthesize recommendations in preparation for product development and implementation |
| Mark43 System Architect                        | Perform client technical walkthrough and work hand-in-hand with client IT dept and integration partners to ensure completely functional implementation           |
| Client Statistics/Analysis Rep                 | Understands the agency's reporting requirements, how they're met, and report stakeholders.                                                                       |
| Field Functional Expert                        | Understands field operations and the workflow, processes, and forms associated with officer's day-to-day tasking                                                 |
| IT Business Analyst/<br>Database Administrator | Understands client database and the data                                                                                                                         |

Mark43 finds that each data conversion is unique based on the complexity and cleanliness of the legacy data, the scope of the conversion, and the method of cutover.

Mark43 will perform this legacy conversion as part of our proposed Solution for an RMS for VPD. Conversion services take place on-site at your office and data is also accessed remotely by Mark43. A high-level overview of Mark43's approach to data conversion is included for review.

**Minimum information required prior to conversion:**

1. Number of tables to be migrated
2. Number of records, quality and consistency of legacy data
3. Cutover method (run in parallel or set a cutoff date/time)

**Method:**

- With the help of the department, Mark43 will conduct a mapping of data fields from the legacy RMS to Mark43 RMS
- The Mark43 Interface Server will pull data directly out of the legacy RMS database and migrate it over via Mark43's bulk data ingestion API
- Mark43 will follow a standard data validation plan that involves counts of key data elements, manual validation on a sample of data, and comparison of key statistical measures between the legacy system and Mark43 RMS
- The City will conduct data validation according to its acceptance criteria based on data migrated over within Mark43 RMS application
- Mark43 will make any edits as identified by the validation process

**Out of Scope:**

- Audit data (including report history)
- Data elements not supported in Mark43 RMS
  - Data elements that exist in the legacy system but not in Mark43 RMS may be migrated over as free text or be dropped altogether
- Data cleanup not directly related to the mapping of data fields and attributes
- Custom validation outside of the agreed-upon standard validation plan

*b) Describe your process for cleaning data during the data conversion process to eliminate duplicate and/or unnecessary information contained in:*

1. Names
2. Addresses
3. Vehicles
4. Property
5. Reports

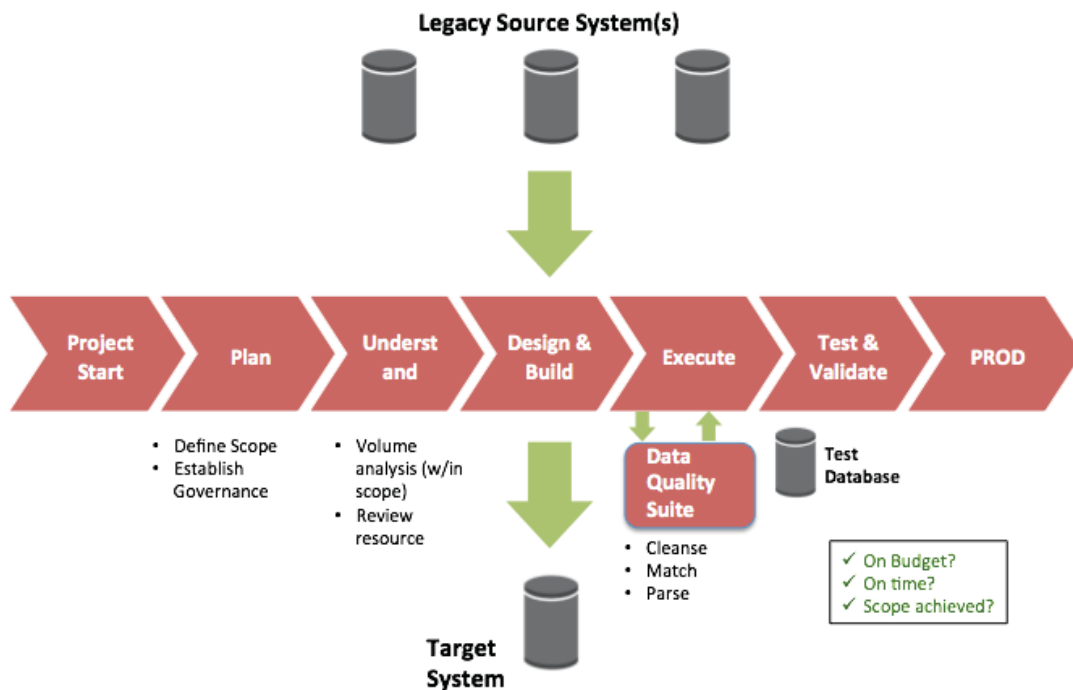
**MARK43 RESPONSE:**

The most effective way of delivering a successful data migration is to limit the scope of migration based on functional needs then fully understanding the data sources before starting to specify migration code. This is best achieved with an in-depth needs and risks discussion, a decision on the scope of work, then a complete profile and audit of all source data (within scope) at an early stage, and it can deliver tangible benefits:

- With complete visibility of all source data, the team can identify and address potential problems that might have remained hidden until a later stage
- The rules for planning, mapping, building, and testing migration code can be based on a thorough analysis of all source data rather than a small sample set
- Decisions can be based on proven facts rather than assumptions
- Early data validation can assist with cutover decisions



- Establishing an in-depth repository of knowledge about the sources to be migrated enables organizations to deliver more-accurate specifications for transferring data faster



*Mark43's Effective Approach to Data Migration*

### 30. USER ALERTS (1 page maximum)

*Describe the extent to which the system enables users to enter an "alert" on a person, location, or vehicle indicating that it is associated with special circumstances. These circumstances could include "mental health" or "drug/alcohol abuse." Describe how users can search for such information and be notified of such alerts when writing reports. If this is best achieved using a report title or other option, please describe.*

#### **MARK43 RESPONSE:**

Mark43 RMS allows users to quickly and easily add caution alerts to Master Entity Profiles (person, locations, vehicles) to inform the viewer of critical information associated with that entity. There are no restrictions to the title of these alerts. Cautions are easily configurable and can be activated or deactivated at the discretion of the agency. When a known individual is added to a report, the cautions associated with that person are also clearly listed on the report. End-users may search for entities with specific cautions using the Mark43 Advanced Search feature and quickly retrieve those results.

### **31. ATTACHMENTS (2 page maximum)**

*Describe if photo, video and audio files can be attached to records, what file types are compatible, whether third-party software is required to view or listen to attachments, and the process for attaching these files. Please provide screenshots that display the system's attachment features and where files can be attached (i.e. to names, vehicles, reports, arrests, field interviews/contacts etc.). Include whether there is a central location within the system where attachments are searchable and viewable as well as being attached to individual records.*

#### **MARK43 RESPONSE:**

Users can attach/upload any file type into the RMS, including photo, video, and audio files. The only file type Mark43 does not accept are .exe or executable files. Third party software is not required to view or listen to attachments. Files are uploaded to the RMS through the "attachment side panel." Attachments are found through the specific report/case number or through our Advanced Search, which gives users the ability to search any attachment in the RMS by File Name, File Contents Keyword Search, Uploaded Date and Uploaded To (Person, Report, Item).

### **32. SEALING AND EXPUNGING (1 page maximum)**

*Describe whether the system includes a feature to assist with sealing or expunging records per a court order. Describe the capabilities and features of this function, and whether or not these records are retrievable at a later time if needed.*

#### **MARK43 RESPONSE:**

Sealing and expunging records, like all abilities in Mark43 RMS, is possible for users included in Roles (groups of users) with the applicable permissions. Roles and permissions are highly configurable by agency administrators.

### **33. PERFORMANCE METRICS (1 page maximum)**

*Please describe the type of performance metric data that a user can pull from the system in order to analyze employee activity data, including if searches can be done per user group (i.e. traffic unit), beat, or otherwise.*

#### **MARK43 RESPONSE:**

The powerful analytics and reporting capabilities of Mark43 platform will enable VPD users to assemble information (such as workload statistics by RMS activity type) and make that information available to users throughout departments. Any data added into the Mark43 system is immediately discoverable system-wide and can immediately be used for system-wide reports and dashboards. Our extremely easy and configurable advanced search allows users to customize granular searches that enable users to have up to the minute insight into data being added into the system.

Capabilities include:

- Statistical configurable report module

- Efficient report design and advanced data models
- Ability to customize reports and export to multiple file types (Word, PowerPoint, Excel, etc.)
- Ability to produce ad-hoc reports

Mark43's advanced search functionality enables ad-hoc queries to be performed directly in the system. The search also is extremely performant and returns results within a few seconds rather than the many seconds to minutes that other systems may take. In addition, these results can be exported to Excel for further analysis and creation of visualizations. If dashboards are required, Mark43 provides the ability to create dynamic dashboards specifically designed for department needs.

There is no limit to the number of custom fields or statuses that may be included in developing unique Report Types, therefore agencies are able to configure fields and/or statuses to develop reports on special issues. The standard pre-formatted reports that ship with Mark43 systems are determined upon implementation based off each department's preferences. This may include around 8-10, but the number of Report Types made available is configurable. As examples, some of the most standard or common report types may include:

- Compstat Report:
- Crime Analysis
- Offenses per Region
- Midnight Report: Dispositioned Firearms and Items
- Midnight Report: Serialized Firearms and Items
- Officer Interaction Analysis
- UCR - AARC/BIAS Supplement Information
- UCR - ASRe Supplement - Adult Jacket
- UCR - ASRE Supplement - Juvenile Jacket
- Use of Force Statistics

#### **34. REPORT WRITING FUNCTIONALITY (1 page maximum)**

*Please describe if the system will guide users through writing an incident report by prompting the user for information that is required by NIBRS or agency business rules based on the type of report being written. Please describe this feature.*

##### **MARK43 RESPONSE:**

Report templates in Mark43 RMS are intuitive and context-sensitive. Mark43 works with participating agencies during the implementation period to design Report Types that suit the agency's business rules. Further, information and fields mandated by NIBRS are always included in all report types. During the report writing process, users are guided through a modern UX while being presented with contextualized fields and forms based on the report and offense type in question.

### **35. NIBRS (1 page maximum)**

*Describe if users can request to have the system check for NIBRS errors prior to submitting reports and will be directed to where an error is and how to fix it. Please describe this feature. Also describe how administrators check for and correct NIBRS errors after reports have been submitted.*

#### **MARK43 RESPONSE:**

Mark43 RMS includes active error checking and reporting features enabling both administrators and users to validate, check, and resolve discrepancies.

#### **Mark43 RMS Error Checking Features and Functions**

- Mark43 RMS reports contain active error detection which reduces the input of inaccurate data.
- Records division has immediate access to approved reports for review and validation. Upfront UCR and NIBRS validations ensure that records can focus on report content rather than simple data entry errors.
- Mark43 RMS both uses and enhances the standard office functionality, which includes spell and grammar-checking. Narratives in the system can include all the standard formatting expected in MS Word. Reports can be printed out to easy-to-digest PDF documents. In addition, officers can easily copy/paste into narrative fields from MS Word and maintain their expected formats.
- Mark43 RMS includes rule-based engines to automate regulatory mandates related to juvenile contacts. System administrators will also have the ability to configure codes and workflows to adjust to any change to the law.
- Mark43 RMS includes a feature called NIBRS Workspace, where users can run a monthly "batch error check" on UCR approved reports to submit to the state and FBI. Users view errors in each report and click directly in the report to fix any identified errors.

### **36. CRIME COUNTS (1 page maximum)**

*Describe if the system requires users to enter a "count" number when writing incident reports for the number of crimes committed. Please describe how your system counts the appropriate number of offenses for NIBRS reporting purposes, noting the different counting methodology between persons and property crimes per NIBRS rules.*

#### **MARK43 RESPONSE:**

No, Mark43 does not require the user to enter a "count" number when writing incident reports for the number of crimes committed, they system does this automatically. Person and property crimes are only counted differently for UCR, not NIBRS. For UCR - crimes are tallied once per victim, and property once per offense. For NIBRS - every suspect and every victim for every offense is counted. During implementation we work with departments map all offenses to the appropriate NIBRS code and through our NIBRS workspace, departments get the opportunity to see their error rate and make corrections (with specific guidance by the system) before submission to the State.

### 37. ROUTING (1 page maximum)

*Please describe if the system will automatically route reports to pre-defined internal and/or external users and groups based on the report title, statute, or other data field, and if the receiving party will be automatically notified and how.*

#### **MARK43 RESPONSE:**

Mark43 RMS fully supports an electronic workflow to promote operational efficiencies and eliminate manual interventions to maintain automatic progression of workflows. Leveraging modern technology, Mark43 has enabled a report approval process that streamlines data collection and reduces duplicate data entry. All reports created go through approval stages.

Mark43 RMS supports Records personnel making edits to NIBRS fields without altering the officer's report. Mark43 RMS supports users editing reports approved by Records personnel and requires their resubmission for approval. When reports are returned to draft, Records personnel are notified of the action. All changes to the report after approval are noted in a comprehensive report history which tracks field by field changes.

Mark43 RMS reports always contain an approval status. Reports can be worked on when they are in Draft and Rejected status.

The high-level process is illustrated below:



When Officers complete a report, it is submitted for approval. During this phase, reports are in pending status. Reports remain in pending status until an officer reviews the report and either rejects or approves it. Reports are approved through e-Sign. Supervisors are able to electronically sign reports eliminating the need to print reports solely for the purpose of obtaining a wet signature. When a report has been approved by a Supervisor, it becomes eligible for approval by Records (UCR/NIBRS) Admins, who may approve or reject the report. All changes made to reports are tracked in a comprehensive, field-level history.

## Approval Statuses

| MARK43 REPORT APPROVAL STATUSES |                                                                                                                                          |
|---------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|
| Draft                           | Reports that are either created and not submitted for approval, or reports that have been returned to draft and have not been submitted. |
| Rejected                        | Reports that have been rejected by a reviewer.                                                                                           |
| Submitted                       | Reports submitted and pending approval.                                                                                                  |
| Approved                        | Reports that have been approved by a supervisor. This is also the status that records reviewers look to as their own work queue.         |

Approval rules are configurable by group in Mark43 RMS.

### 38. SECURITY (3 page maximum)

*Describe all security standards and/or certifications your company and system maintains. Include each specific security standard and level of each, if applicable, that the RMS and associated data storage systems and services are in compliance with including, for example, FIPS 140, ANSI/TIA-942, and CJIS. Also include how your company achieved and maintains compliance with the security standards on an ongoing basis. Describe your encryption, login, auditing, and penetration testing and security features and standards.*

#### MARK43 RESPONSE:

Mark43 remains up to date on the most recent version of the CJIS Security Handbook. All Mark43 employees have completed CJIS Security Training. The company's security and policies are independently audited biannually. A biannual security audit also confirms the efficacy of the company's security processes. The results of these audits are available to clients upon request. Mark43 utilizes AWS GovCloud, a cloud solution provider with High FedRamp authorization, for all of production data storage. All customer data is stored in the United States.

| MARK43 PUBLIC SAFETY PLATFORM ARCHITECTURE           |                                                                                   |
|------------------------------------------------------|-----------------------------------------------------------------------------------|
| Cloud provider:                                      | Amazon Web Services (AWS)                                                         |
| Region:                                              | AWS GovCloud Region                                                               |
| Data encryption (in transit):                        | FIPS 140-2 validated HTTPS endpoints utilizing AES-256                            |
| Data encryption (at rest):                           | AES-256                                                                           |
| Data encryption (between applications and database): | TLSv1.2                                                                           |
| Supported databases:                                 | MySQL v5.7.19 or MS-SQL Server Standard Edition 13.00.4422.0.v1 (SQL Server 2016) |
| Programming language:                                | REACT/js (front-end)<br>Java (back-end)                                           |



Cloud provider:

AWS operates, manages, and controls the infrastructure components, from the host operating system and virtualization layer down to the physical security of the facilities in which the services operate.

SOC II Report

AWS’s SSOC II Report is only available under NDA. Their SOC III report which demonstrates that AWS has met the AICPA Trust Service Security, Availability, and confidential principles and criteria is available at: [https://d1.awsstatic.com/whitepapers/compliance/AWS\\_SOC3.pdf](https://d1.awsstatic.com/whitepapers/compliance/AWS_SOC3.pdf)

Stage 2 assessment against the ISO 27001:2013

Results of a Stage 2 assessment against the ISO 27001:2013 security control baseline AWS’s ISO 27001 Certification is available at: [https://d1.awsstatic.com/certifications/iso\\_27001\\_global\\_certification.pdf](https://d1.awsstatic.com/certifications/iso_27001_global_certification.pdf)

NIST Security Assessment Report

NIST Security Assessment Report (SAR) identifying the level of security (Low, Moderate, High) or for cloud-based systems, FedRAMP SAR covering the Infrastructure, Platform, and Application layers of the cloud service model

FedRAMP Impact

Levels: <https://marketplace.fedramp.gov/#/products?sort=productName&productNameSearch=AWS>

|                                                                                                         |           |          |                                                                                                             |                      |
|---------------------------------------------------------------------------------------------------------|-----------|----------|-------------------------------------------------------------------------------------------------------------|----------------------|
| <br>AWS GovCloud     | IaaS PaaS | High     | <br>FedRAMP Authorized | 78<br>Authorizations |
| <br>AWS US East/West | IaaS PaaS | Moderate | <br>FedRAMP Authorized | 93<br>Authorizations |

HITRUST 3rd party Assessment Report

For information on AWS and HITRUST please see <https://aws.amazon.com/blogs/apn/hipaa-and-hitrust-on-aws/>

Level 2 Cloud Security Alliance (CSA) STAR Attestation or Certification

CSA STAR Level 2 Certification is based on ISO 27001. AWS publishes our ISO 27001:2013 certificate



|                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|--------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                      | at <a href="https://d1.awsstatic.com/certifications/iso_27001_global_certification.pdf">https://d1.awsstatic.com/certifications/iso_27001_global_certification.pdf</a>                                                                                                                                                                                                                                                                   |
| <b>Database and system security:</b> | All Drives and Databases are encrypted. All User access is logged. All command executed on the servers are logged and alerted on. Network traffic out of the environment is monitored and restricted to only known services. Server Security patches are applied twice daily if available, all other patches are applied every 2 weeks. All servers are firewalled off and can only communicate over approved ports to approved servers. |

*Additionally:*

- *Provide a copy of your incident response policy & procedure including timelines for response and notification of a potential Protected PII data breach*

#### **MARK43 RESPONSE:**

Mark43's Incident Response Plan establishes recommended organization, actions and procedures to:

- Recognize an Incident and notify Company management;
- Assess an Incident quickly and effectively;
- Organize Company's response activities;
- Escalate response efforts based on the severity of the Incident; and
- Support business recovery efforts in the aftermath of the Incident.

In the event of an Incident, the Chief Information Security Officer ("CISO") will be responsible for determining whether to convene the Corporate Information Security Team ("CIST" or "Security Team"). The CISO will make this determination in consultation with Company Legal Counsel based on facts available at the time an Incident is reported. In the event the CISO is unavailable, the decision whether to convene the CIST should be made by the CIST Technical Lead.

All communications about the Incident external to the CIST must be approved by the CISO.

All communications about the Incident external to Company must be approved by the CEO and Company Legal Counsel.

Every employee of Company has the responsibility to immediately report a suspected or known Incident to the CISO. The initial Incident report may be in writing or delivered orally. The CISO (or his/her designee) shall immediately work with the reporting individual to gather and organize the following items, among others:

- date and time of Incident discovery;
- general description of the Incident;
- systems and/or data at possible risk;

- actions they have taken since Incident discovery; and
- contact information.

If the CISO determines, in consultation with Company Legal Counsel, that the Incident is of such severity, importance or potential impact that the CIST must be convened, appropriate notification shall be sent immediately to all CIST members, other Company personnel, and necessary external resources.

The CIST must then complete the Mark43 Incident Response Plan, which includes the following steps:

- Develop and implement a containment strategy
  - Preserve evidence
  - Identify and engage relevant expertise
  - Assess the cause and type of incident
  - Reporting
  - Remediation steps
  - Post-incident documentation
- *Include who performed your most recent independent CJIS audit and indicate if you will provide copies of the audit*

#### **MARK43 RESPONSE:**

Mark43 does not have a Department of Justice certification of compliance with the Criminal Justice Information Services (CJIS) since there is no central CJIS authorization body, no accredited pool of independent assessors, nor a standardized assessment approach to determining whether a solution is considered CJIS compliant.

- *Provide a copy of your disaster response/business continuity plans and timelines for restoration and recovery*

#### **MARK43 RESPONSE:**

Mark43 implements the following Disaster Recovery practices:

1. Active/Active Environments
2. Scheduled Backups
3. Routine destruction of live servers

#### **Active/Active Environments**

Mark43 servers are in AWS GovCloud. The environments are mirrored between 2 physically separated availability zones. The product is architected to remain functional should an entire availability zone fail. Elastic load balancers, dynamic DNS, and health checks are used to route traffic to fully functional servers.

- Mark43 system backup occurs seamlessly in the background with a maximum window of 30 (thirty) minutes and does not affect the live operation of the system.
- All backups and restorations are performed by Mark43 and Amazon. VPD will not be required to perform any tasks associated with backup.

- Mark43 uses New Relic intelligence platform for digital performance monitoring and management.
- Mark43 relies on the Amazon Web Services console and Command Line Interface to manage the Mark43 application networks. Mark43 uses ansible and git for deployment and configuration management.
- When the system detects a need to initiate failover, Mark43 RMS users will either notice that their requests take longer, or requests may fail to complete for up to 30 seconds.

### **Recovery Process from Failure on Mark43 RMS**

1. Establish reverse mirroring/replication from the DR instance back to Mark43 RMS production instance for Mark43 RMS.
  2. Freeze data changes to the DR site.
  3. Re-point users to the primary site.
  4. Unfreeze the changes.
- *What monitoring, policies and procedures have you put in place to control the use and disclosure of Protected PII*

#### **MARK43 RESPONSE:**

VPD user accounts and data can only be accessed by Mark43 personnel through written consent by the Purchasing Entity.

The only engineering team that has access to VPD data is in New York, NY. There is a client support team located in Los Angeles, CA that can also access VPD data with consent from the client.

Through our Background Check Policy, we require commercial criminal backgrounds screens of all employees and contractors prior to starting work with Mark43. Additionally, employees that are granted client production database access typically undergo additional client background screens through Triple I or NICS, or similar, at the direction of the client.

- *Provide a copy of your back-up strategy, procedures and schedule for all Criminal Justice Information/Criminal History Record Information transacted and maintained in your system*

#### **MARK43 RESPONSE:**

Mark43 maintains a Change Management Policy with strict user access permissioning and controls. If an employee is transferred, terminated, or production access is revoked, our systems are updated to reflect these changes.

All drives and databases are encrypted. All user access is logged. All command executed on the servers are logged and alerted on. Network traffic out of the environment is monitored and restricted to only known services. Server Security patches are applied twice daily if available, all other patches are applied every 2 weeks. All servers are firewalled off and can only communicate over approved ports to approved servers.

All data is encrypted between the user and the Mark43 environment via TLS. Customer Criminal Data is encrypted at rest. Intrusion Detection Software is installed on all Mark43 application servers. Access to Mark43 Production environments is provided on an as needed basis. Segregation of Duties requires restriction of certain administrative actions for certain users. Provisioning of a production access account requires approval of the Director of Engineering, People Operations, and Security. All users approved to access Production data require level 4 CJIS training and a fingerprint-based background check by a Law Enforcement agency. A User Entitlement Review is conducted biannually to assure users have the appropriate permissions.

All Mark43 workstations have antivirus and MDM software installed. Access to USB storage devices are disabled for users with access to production systems. Mark43 encrypts all company hardware and requires complex passwords on all devices.

- *Describe who is responsible for identifying and addressing vulnerabilities in the network and system components*

**MARK43 RESPONSE:**

Mark43 offers clients a status page of the application. Mark43 contractually commits to maintaining its share of CJIS requirements and regularly performs its own security activities for its own part of the shared responsibility for CJIS.

**Public Safety Platform Security - Shared Responsibility**

| Responsibility Matrix                             | AWS | Mark43 | VPD |
|---------------------------------------------------|-----|--------|-----|
| Cloud infrastructure security / availability      | ✓   |        |     |
| Application security / availability               |     | ✓      |     |
| Customer Data                                     |     | ✓      | ✓   |
| Access, usage, network security of agency network |     |        | ✓   |

- *What access do your personnel have to the application's sensitive data*

**MARK43 RESPONSE:**

See response to questions above.

### 39. PERFORMANCE (1 page maximum)

*The system should perform at a 99.99% uptime level and search queries shall return results within 2-3 seconds. Describe your system performance standards and capabilities and how the system's performance is impacted by instances of high demand due to increased user activity, large search queries, or increased network traffic.*

#### **MARK43 RESPONSE:**

Mark43 RMS is hosted on Amazon Web Services GovCloud (US) infrastructure, which allows for dynamic scaling, security, and redundancy due to multiple data centers.

Mark43 RMS comes packaged with being part of AWS and automatically scales to meet any demands placed on the system. All infrastructure needs are supplied by the Mark43 team. The system is redundant across multiple availability zones and backup and restore procedures are automatic. The security of the system is ensured by Amazon's GovCloud infrastructure team and Mark43's infrastructure team per CJIS policies.

Mark43 RMS will have 99.9% minimum uptimes 24/7/365 for all users throughout the duration of the VPD's subscription agreement.

In the event that Mark43 fails to make the RMS available at least 99.9% of the time in any given month during the Regular Usage Period due to RMS Unavailability (as defined below), Mark43 will credit the Subscriber's account for the unavailable RMS as follows:

| RMS Availability (Monthly) | Credit Percentage |
|----------------------------|-------------------|
| Above 99.9%                | 0%                |
| 99.8 – 99.0%               | 10%               |
| 98.9 – 98.0%               | 20%               |
| Below 97.9%                | 30%               |

### 40. CJIS SECURITY POLICY CONFORMANCE (6 page maximum)

*For each of the current FBI CJIS security standards, provide a general description of your system's and company's technical, programmatic, and infrastructure compliance with each, as applicable, including those of any sub-contractors and data storage providers that will be utilized to support the system.*

#### **MARK43 RESPONSE:**

##### **Mark43 and CJIS Security Policy**

Mark43 adheres to CJIS security policy by implementing these procedures as standard part of our core business operations:

- Mandatory CJIS security training for all employees
- Background checks for all employees, contractors, and partners
- Restricted access to client data
- Triple I or NICS background checks required for employees accessing production data

- Data encryption in transit, at rest, and between applications and databases
- Multi-level change management policy managing user access, permissions, and controls
- Audit logs of all actions on servers
- Monitoring of network traffic
- Server security patches applied twice daily

### **AWS and CJIS Security Policy**

AWS services support customer CJIS requirements by addressing the CJIS Security Policy Areas. AWS infrastructure and services have been [reviewed by state and federal law enforcement agencies](#), which confirm AWS's competence in supporting customer CJIS workloads. AWS has a CJIS agreement in place with the State of Washington since October 2016.

Beyond the assurance programs available to all commercial regions, AWS GovCloud (US) allows customers at the state, local and federal level to adhere to ITAR, FedRamp/FISMA High and DoD SRG impact levels 2, 4 and 5.

Law enforcement customers (and partners who manage criminal justice information) are taking advantage of AWS services to dramatically improve the security and protection of CJI data, using the advanced security services and features of AWS, such as:

- Activity logging (AWS CloudTrail).
- Encryption of data in motion and at rest (Amazon S3's Server-Side Encryption with the option to bring your own key)
- Comprehensive key management and protection (AWS Key Management Service and CloudHSM).
- Integrated permission management (IAM federated identity management, multi-factor authentication).

### **41. NATIONAL INFORMATION EXCHANGE MODEL (NIEM) CONFORMANCE (1 page maximum)**

*The RMS must interface to the systems listed herein. Please describe your conformance with NIEM standards and utilization of specific information exchange package documentation (IEPD) currently available that you intend to use for this project. Also include your current data exchanges that you intend to utilize for this project which are not NIEM conformant.*

#### **MARK43 RESPONSE:**

Mark43 conforms with NIEM standards and these other recognized industry standards:

- Criminal Justice Information Systems (CJIS) - FBI
- Integrated Justice Information Systems (IJIS)
- International Association of Chiefs of Police (IACP)
- Law Enforcement Information Technology Standards Council (LEITSC)
- Police Executive Research Forum (PERF)



Mark43 will develop interfaces to meet the requested data exchange requirements VPD has for the RMS and other third-party applications.

Common data exchange methods Mark43 uses are:

- Push relevant information from Mark43 Database SQL views
- Use of Mark43 Public API to ingest and execute functions necessary within Mark43 RMS
- Use of a 3rd Party Switch Connector and Mark43 Data Exchange API to fully integrate with Mark43 RMS
- Shared file interface and use of Mark43 Public API to ingest and execute functions necessary within Mark43 RMS

## 42. DATA DICTIONARY (1 page maximum)

*Describe if a data dictionary for your system will be provided that includes table and data element definitions; schema with technical notes for each element, such as type, size, primary and child key(s); and field descriptions. Also describe if the system documentation includes information on entity maintenance, such as dates of creation, last modification, termination and source, and includes the ability for users to update the dictionary and make notes.*

### MARK43 RESPONSE:

Mark43 RMS includes these documents as part of the proposed solution:

| MARK43 SYSTEM MATERIAL                                   | DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|----------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Data dictionary                                          | Made available to authorized users.<br>Mark43 RMS will provide the system data dictionary to use for producing ad-hoc reports.                                                                                                                                                                                                                                                                                                                                                        |
| Application Programming Interface (API) Technical Manual | Made available to authorized users and restricted to active subscription sites.<br><br>Mark43's Application Programming Interface Technical Manual is based on Swagger UI. Swagger UI allows our end consumers to visualize and interact with the API's resources without having any of the implementation logic in place. It's automatically generated from our specification, with the visual documentation making it easy for back end implementation and client-side consumption. |
| User Acceptance Test (UAT) Scripts                       | Real world use case scenarios categorized by discipline followed by all Mark43 RMS testers at Mark43 and VPD.                                                                                                                                                                                                                                                                                                                                                                         |
| Entity Relationship Diagrams                             | Made available to authorized users.<br>Diagram will include field descriptions describing the data stored in each field and schemas provided with technical notes for each element.                                                                                                                                                                                                                                                                                                   |



## Section IV. – References (Appendix D.)

Provide at least three references that are similar in size and requirements to this project, and that have implemented your software in the past five years. Reference sites should be fully implemented and live on the current version of the software.

|                                                                                                                                                                                                           |                                    |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|
| <b>Name of Agency:</b> Clackamas County Sheriff (OR)                                                                                                                                                      |                                    |
| <b>Contact Name/Title:</b> Detective Bill Terway                                                                                                                                                          | <b>Telephone #:</b> (917) 235-3027 |
| <b>Modules/Functionality Installed:</b> Records Management System with Property & Evidence                                                                                                                |                                    |
| <b>Go Live Date:</b> December 13, 2017                                                                                                                                                                    |                                    |
| <b>Other comments:</b> Mark43 Products and Services contracted: Mark43 RMS with Property and Evidence, Implementation, Training, Data Conversion, Interface Development, Ongoing maintenance and support. |                                    |

|                                                                                                                                                                                                         |                                  |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|
| <b>Name of Agency:</b> King County Sheriff (WA)                                                                                                                                                         |                                  |
| <b>Contact Name/Title:</b> Patti Cole-Tindall, Chief of Technical Services Division                                                                                                                     | <b>Telephone #:</b> 206-263-2878 |
| <b>Modules/Functionality Installed:</b> Records Management System with Property & Evidence                                                                                                              |                                  |
| <b>Go Live Date:</b> July 16, 2018                                                                                                                                                                      |                                  |
| <b>Other comments:</b> Mark43 Products and Services contracted: Mark43 RMS with Property & Evidence, Implementation, Training, Data Conversion, Interface Development, Ongoing maintenance and support. |                                  |

|                                                                                                                                                                                                                                                              |                                    |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|
| <b>Name of Agency:</b> Richmond Police Department (CA)                                                                                                                                                                                                       |                                    |
| <b>Contact Name/Title:</b> Captain Arnold Threets                                                                                                                                                                                                            | <b>Telephone #:</b> (510) 233-1214 |
| <b>Modules/Functionality Installed:</b> Records Management System with Property & Evidence                                                                                                                                                                   |                                    |
| <b>Go Live Date:</b> October 29, 2017                                                                                                                                                                                                                        |                                    |
| <b>Other comments:</b> Mark43 Products and Services contracted: Mark43 CAD, Mark43 RMS with Property & Evidence, Implementation, Training, Data Conversion, Interface Development, Ongoing maintenance and support. Mark43 CAD launch scheduled for Q4 2018. |                                    |

## Section V. – RFP Exceptions (Appendix E.)

---

See following page for signed, Appendix E.

## Appendix E. RFP EXCEPTIONS

It is the intent of the City of Vancouver to contract with an RMS Software Vendor. All Vendor representations, whether verbal, graphical or written, will be relied on by the City of Vancouver in the evaluation of the responses to this Request for Proposal. This reliance on the Vendor's represented expertise is to be considered as incorporated into any, and all, formal Agreements between the parties.

PRINT THE WORDS "NO EXCEPTIONS" HERE \_\_\_\_\_ IF THERE ARE NO EXCEPTIONS TAKEN TO ANY OF THE TERMS, CONDITIONS, OR SPECIFICATIONS OF THESE REQUEST FOR PROPOSAL DOCUMENTS.

IF THERE ARE EXCEPTIONS TAKEN TO ANY OF THESE TERMS, CONDITIONS, OR SPECIFICATIONS OF THESE REQUEST FOR PROPOSAL DOCUMENTS, THEY MUST BE CLEARLY STATED ON THE TABLE ON THE FOLLOWING PAGE AND RETURNED WITH YOUR PROPOSAL.

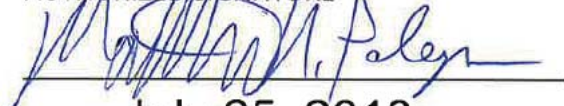
IF YOU PROVIDED A SAMPLE COPY OF YOUR CONTRACT(S) YOU STILL NEED TO IDENTIFY IN THIS DOCUMENT ("RFP EXCEPTIONS") ANY AND ALL EXCEPTIONS YOU HAVE TO THE TERMS AND CONDITIONS.

|                    |                                               |
|--------------------|-----------------------------------------------|
| Firm or Individual | Mark43, Inc.                                  |
| Title              | Co-founder and Vice President of Operations   |
| Telephone          | (212) 739-7803                                |
| Email              | matt@mark43.com                               |
| Address            | 28 E. 28th Street, 12th FL New York, NY 10016 |

PRINT NAME AND TITLE

Matthew Polega, Co-founder and Vice President of Operations

AUTHORIZED SIGNATURE



DATE

July 25, 2018

Add any additional line items for exceptions as necessary and reference any explanatory attachments within the line item to which it refers.

|          | <b>RFP<br/>Section<br/>#, Page #</b> | <b>Exception<br/>Describe the Nature of the<br/>Exception</b> | <b>Explanation of Why This is an<br/>Issue for You</b>                                                                                                                                                                                                                                                                              | <b>Your Proposed<br/>Modification or<br/>Resolution, if any</b>                                                            |
|----------|--------------------------------------|---------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------|
| <b>1</b> | 17                                   | Limitation of Liability for Indemnification                   | Mark43, as a small business, cannot agree to an unlimited indemnification provision. We can, however, provide indemnification up to the amount of the fees paid by the City of Vancouver.                                                                                                                                           | Modify the contract to cap indemnity at the amount the City of Vancouver pays for services under the contract.             |
| <b>2</b> | 70                                   | Third Party Contractors                                       | Mark43 offers a proprietary solution, which means that only Mark43 subcontractors can perform work in connection with the services Mark43 will provide the City of Vancouver. Mark43 will use its best effort to interface and work with any third-party vendor the City of Vancouver uses in connection with this RMS procurement. | Clarify that only contractor subcontractors can provide the services that the City of Vancouver orders under the contract. |
| <b>3</b> | 78                                   | Vendor Indemnification                                        | Mark43, as a small business, cannot agree to an unlimited indemnification provision. We can, however, provide indemnification up to the amount of the fees paid by the City of Vancouver.                                                                                                                                           | Modify the contract to cap indemnity at the amount the City of Vancouver pays for services under the contract.             |

|           |    |                                    |                                                                                                                                           |                                                                                                                                                                                       |
|-----------|----|------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>4</b>  | 78 | Proprietary Rights Indemnification | The scope of Mark43's intellectual property indemnification is set out in its software license and services agreement.                    | Reference Mark43's indemnification language, which is contained in its software license and services agreement. Mark43's license must be included in the final terms of the contract. |
| <b>5</b>  | 80 | Most Favored Customer              | Mark43's services are specific to each customer and, for this reason, we cannot agree to a most favored customer clause.                  | Remove the MFC clause.                                                                                                                                                                |
| <b>6</b>  | 83 | Passage of Title                   | This provision is inapplicable to a software as a service solution.                                                                       | Remove the clause from the contract.                                                                                                                                                  |
| <b>7</b>  | 84 | Grant of License                   | Mark43's comprehensive license is contained in its software license and services agreement, which will become part of the final contract. | Remove the clause and reference Mark43's software license in the final agreement.                                                                                                     |
| <b>8</b>  | 84 | Copies of License                  | Mark43's comprehensive license is contained in its software license and services agreement, which will become part of the final contract. | Remove the clause and reference Mark43's software license in the final agreement.                                                                                                     |
| <b>9</b>  | 84 | Permitted Use                      | Mark43's comprehensive license is contained in its software license and services agreement, which will become part of the final contract. | Remove the clause and reference Mark43's software license in the final agreement.                                                                                                     |
| <b>10</b> | 84 | APIs                               | Mark43's comprehensive license is contained in its software license and services agreement, which will become part of the final contract. | Remove the clause and reference Mark43's software license in the final agreement.                                                                                                     |

|           |    |                                                |                                                                                                                                                                                          |                                                                                   |
|-----------|----|------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|
| <b>11</b> | 85 | Ownership of Vendor Software and Modifications | This section is inconsistent with a software as a service solution. Mark43's system is proprietary, and we do not allow others to modify our services.                                   | Remove the clause from the contract.                                              |
| <b>12</b> | 85 | Cost of Delays                                 | This section is inconsistent with a software as a service solution. Mark43's software license and services agreement contains comprehensive protection and remedies for service outages. | Remove the clause and reference Mark43's software license and services agreement. |
| <b>13</b> | 87 | Third Party Software                           | Mark43 clarifies that it will subcontract necessary work under the agreement.                                                                                                            | Remove the clause and reference Mark43's software license and services agreement. |
| <b>14</b> | 87 | XIV                                            | Source Code                                                                                                                                                                              | Mark43 does not offer source code in escrow.                                      |



## Section VI. – Price (Appendix F.)

### CLOUD PRICING

| A. SOFTWARE |                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                              |                              |
|-------------|---------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|------------------------------|
| Item #      | Product Name                          | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Quantity                     | Unit Price                   |
| 1.          | Mark43 RMS with Property and Evidence | <p>SaaS police records management and report writing system with property and evidence</p> <ul style="list-style-type: none"> <li>• NIBRS module</li> <li>• Report writing module</li> <li>• Search and advanced search module</li> <li>• Locations module</li> <li>• Analysis module (up to 50 licenses)</li> <li>• Case management module</li> <li>• Administrator module</li> <li>• Records and data quality module</li> <li>• Auditing module</li> <li>• Notifications module</li> <li>• User and role management module</li> <li>• Property and Evidence module</li> </ul> | Sitewide annual subscription | \$included with subscription |
| 2.          | CommSys ConnectCIC Middleware         | <p>Mark43 utilizes CommSys ConnectCIC, a 3rd Party Switch Connector to interface Mark43's Data Exchange API with regional and national criminal justice information databases.</p>                                                                                                                                                                                                                                                                                                                                                                                              | Subscription                 | \$included with subscription |
|             |                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                              | \$included with subscription |

| SUB-TOTAL |  |  |  | \$included with subscription | \$included with subscription |
|-----------|--|--|--|------------------------------|------------------------------|
|           |  |  |  |                              |                              |

| B. HARDWARE |                 |                                   |          |            |       |
|-------------|-----------------|-----------------------------------|----------|------------|-------|
| Item #      | Product Name    | Description                       | Quantity | Unit Price | TOTAL |
| 1.          | Not applicable. | Mark43 does not procure hardware. |          | \$         | \$    |
| SUB-TOTAL   |                 |                                   |          | \$         | \$    |

CLOUD PRICING CONTINUED

| C. INTERFACES |                     |                                    |          |                              |                               |
|---------------|---------------------|------------------------------------|----------|------------------------------|-------------------------------|
| Item #        | Name                | Description                        | Quantity | Unit Price                   | TOTAL                         |
| 1.            | ESRI                | GIS                                | 1        | \$included with subscription | \$ included with subscription |
| 2.            | WACIC               | Criminal information database      | 1        | \$included with subscription | \$included with subscription  |
| 3.            | SECTOR              | Traffic crash diagramming          | 1        | \$5,000                      | \$5,000                       |
| 4.            | WASPC               | State reporting repository         | 1        | \$included with subscription | \$included with subscription  |
| 5.            | Hexagon CAD         | VPD CAD system                     | 1        | \$5,000                      | \$5,000                       |
| 6.            | Tiburon Court       | City / County case tracking system | 1        | \$16,500                     | \$16,500                      |
| 7.            | LexisNexis Accurint | Analytics                          | 1        | \$5,000                      | \$5,000                       |
| 8.            | LinXNorthwest       | Analytics                          | 1        | \$5,000                      | \$5,000                       |
| 9.            | EIS RMS/JMS         | Clark County Sheriff RMS and JMS   | 1        | \$25,000                     | \$25,000                      |
| SUB-TOTAL     |                     |                                    |          | \$61,500                     | \$61,500                      |

| D. DATA CONVERSION |                |                                                    |          |            |          |
|--------------------|----------------|----------------------------------------------------|----------|------------|----------|
| Item #             | Name           | Description                                        | Quantity | Unit Price | TOTAL    |
| 1.                 | Data migration | Converting legacy RMS system records to Mark43 RMS | 1        | \$25,000   | \$25,000 |
| SUB-TOTAL          |                |                                                    |          | \$25,000   | \$25,000 |

| E. PROFESSIONAL SERVICES |                           |                                                                                                                                                                                                                                                                                                            |          |                            |                            |
|--------------------------|---------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|----------------------------|----------------------------|
| Item #                   | Name                      | Description                                                                                                                                                                                                                                                                                                | Quantity | Unit Price                 | TOTAL                      |
| 1.                       | Mark43 Project Management | <ul style="list-style-type: none"> <li>Dedicated project team: Mark43 assigns a dedicated project team to work with VPD throughout the entire course of the Records Management System project.</li> <li>Project management: project plan, testing plan, change management, and risk mitigation.</li> </ul> | 1        | \$included in subscription | \$included in subscription |
| 2.                       | CommSys Project Services  | <ul style="list-style-type: none"> <li>Project services to integrate ConnectCIC with Mark43 RMS for VPD</li> </ul>                                                                                                                                                                                         | 1        | \$3,360                    | \$3,360                    |
| SUB-TOTAL                |                           |                                                                                                                                                                                                                                                                                                            |          | \$3,360                    | \$3,360                    |

CLOUD PRICING CONTINUED

| F. TRAINING |                                             |             |          |                            |                            |
|-------------|---------------------------------------------|-------------|----------|----------------------------|----------------------------|
| Item #      | Name                                        | Description | Quantity | Unit Price                 | TOTAL                      |
| 1.          | RMS Administrator/Supervisor Training       |             |          | \$included in subscription | \$included in subscription |
| 2.          | RMS Train the Trainer Training – Patrol     |             |          | \$included in subscription | \$included in subscription |
| 3.          | RMS Train the Trainer Training – Detectives |             |          | \$included in subscription | \$included in subscription |
| 4.          | RMS Train the Trainer Training – Records    |             |          | \$included in subscription | \$included in subscription |
| 5.          | RMS Train the Trainer Training – Supervisor |             |          | \$included in subscription | \$included in subscription |
| SUB-TOTAL   |                                             |             |          | \$included in subscription | \$included in subscription |

| G. TRAVEL/LIVING |      |             |          |                            |                            |
|------------------|------|-------------|----------|----------------------------|----------------------------|
| Item #           | Name | Description | Quantity | Unit Price                 | TOTAL                      |
| 1.               |      |             |          | \$included in subscription | \$included in subscription |
| SUB-TOTAL        |      |             |          | \$included in subscription | \$included in subscription |

CLOUD PRICING CONTINUED

| H.MAINTENANCE and SUPPORT |                                            |                                                                                                                                                                                                                                                                                                                                                                              |          |            |             |
|---------------------------|--------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|------------|-------------|
| Item #                    | Name                                       | Description                                                                                                                                                                                                                                                                                                                                                                  | Quantity | Unit Price | TOTAL       |
| 1.                        | Mark43 RMS Support and Maintenance Package | <ul style="list-style-type: none"><li>• 24/7/365 live phone and email support</li><li>• Online knowledgebase portal</li><li>• Ongoing support and maintenance</li><li>• Patches and fixes</li><li>• Commitment to innovation and development of our product</li><li>• Major quarterly upgrades and minor monthly updates</li><li>• Dedicated Customer Success Team</li></ul> | 1        | \$217,651  | \$1,088,256 |
| SUB-TOTAL                 |                                            |                                                                                                                                                                                                                                                                                                                                                                              |          | \$217,651  | \$1,088,256 |

CLOUD PRICING CONTINUED

| I. OTHER  |      |             |          |            |       |
|-----------|------|-------------|----------|------------|-------|
| Item #    | Name | Description | Quantity | Unit Price | TOTAL |
| 1.        |      |             |          | \$         | \$    |
| 2.        |      |             |          | \$         | \$    |
| 3.        |      |             |          | \$         | \$    |
| 4.        |      |             |          | \$         | \$    |
| 5.        |      |             |          | \$         | \$    |
| 6.        |      |             |          | \$         | \$    |
| 7.        |      |             |          | \$         | \$    |
| 8.        |      |             |          | \$         | \$    |
| 9.        |      |             |          | \$         | \$    |
| 10.       |      |             |          | \$         | \$    |
| 11.       |      |             |          | \$         | \$    |
| 12.       |      |             |          | \$         | \$    |
| 13.       |      |             |          | \$         | \$    |
| 14.       |      |             |          | \$         | \$    |
| 15.       |      |             |          | \$         | \$    |
| 16.       |      |             |          | \$         | \$    |
| 17.       |      |             |          | \$         | \$    |
| 18.       |      |             |          | \$         | \$    |
| 19.       |      |             |          | \$         | \$    |
| 20.       |      |             |          | \$         | \$    |
| SUB-TOTAL |      |             |          | \$         | \$    |

**CLOUD PRICING CONTINUED**

| <b>J. ASSUMPTIONS</b> |                                                                                                                                                                                                                                                                                                                                                                             |
|-----------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Item #</b>         |                                                                                                                                                                                                                                                                                                                                                                             |
| 1.                    | The agency will create policy and communicate the agreed-upon process changes to affected employees.                                                                                                                                                                                                                                                                        |
| 2.                    | The agency will provide or otherwise communicate general orders, standard operating procedures, training manuals, or other documentation related to processes that will be impacted by implementation of Mark43 solutions.                                                                                                                                                  |
| 3.                    | Mark43 and the agency will review this document and mutually agree upon a date for the implementation and major tasks.                                                                                                                                                                                                                                                      |
| 4.                    | The agency is responsible for the purchase, installation, and testing of any necessary hardware.                                                                                                                                                                                                                                                                            |
| 5.                    | The agency is responsible for the purchase of all applicable databases/licenses/software for 3 <sup>rd</sup> party systems that interface with Mark43 RMS.                                                                                                                                                                                                                  |
| 6.                    | The agency is responsible for the wireless infrastructure and internet connection.                                                                                                                                                                                                                                                                                          |
| 7.                    | Mark43 will have access to servers and workstations that are applicable to the interfaces and implementation.                                                                                                                                                                                                                                                               |
| 8.                    | During implementation, Mark43's Technical Services team will have VPN access to the network and databases.                                                                                                                                                                                                                                                                  |
| 9.                    | After cutover, Mark43 will VPN into the live system only at the department's request.<br>During implementation, Mark43's Client Solutions team will have access to user groups to conduct process and gap analysis to scope features that will be available at launch.                                                                                                      |
| 10.                   | The department will coordinate and facilitate any discussions with third party vendors and ensure they are available for support during implementation and cutover, if needed.                                                                                                                                                                                              |
| 11.                   | Mark43 is not proposing hardware equipment as part of our proposal. Mark43 will provide consultation to the City and Mark43 approved hardware specifications prior to the City procuring hardware refreshes throughout the life of the contract. The Mark43 team will work with the City to ready hardware by installing Mark43 RMS on equipment used to access the system. |



| Item #      | ITEM                       | TOTAL                      |
|-------------|----------------------------|----------------------------|
| 1.          | A. SOFTWARE                | \$included in subscription |
| 2.          | B. HARDWARE                | \$0 (not quoted)           |
| 3.          | C. INTERFACES              | \$61,500                   |
| 4.          | D. DATA CONVERSION         | \$25,000                   |
| 5.          | E. PROFESSIONAL SERVICES   | \$3,360                    |
| 6.          | F. TRAINING                | \$included in subscription |
| 7.          | G. TRAVEL/LIVING           | \$included in subscription |
| 8.          | H. MAINTENANCE AND SUPPORT | \$1,088,256                |
| 9.          | I. OTHER                   | \$not applicable           |
| GRAND TOTAL |                            | \$1,178,116                |

Describe your proposed payment schedule based on verifiable deliverables and/or project milestones. Include in your project timeline indications of the milestones listed below.

**Mark43 is offering a pricing option where a portion of the contract is paid upfront. With this option, \$883,587 (eight hundred eighty-three thousand five hundred eighty-seven dollars) would be paid according to the milestones detailed below with \$37,552 (thirty-seven thousand five hundred fifty two dollars) paid annually for five (5) years.**

| Payment # | Description of Milestone                          | TOTAL     |
|-----------|---------------------------------------------------|-----------|
| 1.        | Contract signing – 25%                            | \$220,897 |
| 2.        | Deliver project plan – 25%                        | \$220,897 |
| 3.        | Software configuration and testing complete – 25% | \$220,897 |
| 4.        | System go-live – 25%                              | \$220,897 |
| 5.        |                                                   | \$        |
| 6.        |                                                   | \$        |
| 7.        |                                                   | \$        |
| 8.        |                                                   | \$        |
| 9.        |                                                   | \$        |
| 10.       |                                                   | \$        |
| 11.       |                                                   | \$        |
| 12.       |                                                   | \$        |
| 13.       |                                                   | \$        |
| 14.       |                                                   | \$        |
| 15.       |                                                   | \$        |
| 16.       |                                                   | \$        |
| 17.       |                                                   | \$        |
| 18.       |                                                   | \$        |
| 19.       |                                                   | \$        |

## Section VII. – System Specifications (Appendix K.)

| Requirement Number | REQUIREMENT                                                                                                                                    | RESPONSE CODE | PROPOSER COMMENTS                                                   |
|--------------------|------------------------------------------------------------------------------------------------------------------------------------------------|---------------|---------------------------------------------------------------------|
| <b>1.0</b>         | <b>System Administration</b>                                                                                                                   |               |                                                                     |
| <b>1.1.1</b>       | The agency system administrator can manage the following functionality settings without assistance from the vendor or other support personnel: |               |                                                                     |
| <b>1.1.2</b>       | Offense tables                                                                                                                                 | Fully Capable |                                                                     |
| <b>1.1.3</b>       | Arrest tables                                                                                                                                  | Fully Capable |                                                                     |
| <b>1.1.4</b>       | NIBRS data tables                                                                                                                              | Fully Capable |                                                                     |
| <b>1.1.5</b>       | Case management related tables                                                                                                                 | Fully Capable |                                                                     |
| <b>1.1.6</b>       | All tables listing physical descriptors of persons/vehicles/property                                                                           | Fully Capable |                                                                     |
| <b>1.1.7</b>       | Individual user access rights                                                                                                                  | Fully Capable |                                                                     |
| <b>1.1.8</b>       | User group access rights                                                                                                                       | Fully Capable |                                                                     |
| <b>1.1.9</b>       | Adding, updating and removing or inactivating users                                                                                            | Fully Capable |                                                                     |
| <b>1.1.10</b>      | Routing of records                                                                                                                             | Fully Capable |                                                                     |
| <b>1.1.11</b>      | Report review and approval queues/workflows                                                                                                    | Fully Capable |                                                                     |
| <b>1.1.12</b>      | Create pre-formatted narratives that can be used in various types of reports                                                                   | Fully Capable |                                                                     |
| <b>1.1.13</b>      | Data fields throughout the system can be made mandatory or optional                                                                            | Fully Capable |                                                                     |
| <b>1.1.14</b>      | Assign default values to specified data fields                                                                                                 | Fully Capable |                                                                     |
| <b>1.1.15</b>      | Create customized user-defined data fields or free text fields throughout the system                                                           | Fully Capable | See Section VIII. Attachments for list of configurable fields.      |
| <b>1.1.16</b>      | The system provides textual descriptions of how each system administration feature operates and will display to the user how                   | Fully Capable | See Section VIII. Attachments for system administrator screenshots. |

| Requirement Number | REQUIREMENT                                                                                                                                                             | RESPONSE CODE     | PROPOSER COMMENTS                                                                                                                            |
|--------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|----------------------------------------------------------------------------------------------------------------------------------------------|
|                    | changing settings will impact the system and users. Provide screenshots.                                                                                                |                   |                                                                                                                                              |
| <b>1.1.17</b>      | The system has an online or in-application help feature that lists all available options for system configuration.                                                      | Fully Capable     |                                                                                                                                              |
| <b>1.1.18</b>      | System configuration/administration changes can be made when system is live without having to shut it down or restart it.                                               | Fully Capable     |                                                                                                                                              |
| <b>1.1.19</b>      | The system will include a master user index with the following features:                                                                                                |                   |                                                                                                                                              |
| <b>1.1.20</b>      | A system administrator can assign user rights levels including add, delete, modify to every user.                                                                       | Fully Capable     |                                                                                                                                              |
| <b>1.1.21</b>      | A system administrator can create user groups (patrol, investigations, etc.) and can assign users to each group.                                                        | Fully Capable     |                                                                                                                                              |
| <b>1.1.22</b>      | A system administrator can create shifts and assign users to a shift (day shift, night shift, etc.).                                                                    | Partially Capable | While users in Mark43 RMS are not assigned to shifts, supervisors and administrators can easily sort between reports written by time of day. |
| <b>1.1.23</b>      | Administrators can add employment history to users including date hired, promotion dates, employment status, etc.                                                       | Fully Capable     |                                                                                                                                              |
| <b>1.1.24</b>      | Users can enter information regarding equipment assigned to an employee.                                                                                                | Partially Capable | Mark43 RMS supports a mobile GPS device identifier.                                                                                          |
| <b>1.1.25</b>      | Users can enter information regarding a employee's certifications (DUI certified, etc).                                                                                 | Fully Capable     |                                                                                                                                              |
| <b>1.1.26</b>      | Users can search for records per user and the system will provide a listing of all records created by the user during a certain time period (user-defined time period). | Fully Capable     |                                                                                                                                              |
| <b>1.1.27</b>      | Administrators can add contact information to a user/employee master record including phone, address, email, and emergency contact information.                         | Fully Capable     |                                                                                                                                              |

| Requirement Number | REQUIREMENT                                                                                                                                                                                      | RESPONSE CODE     | PROPOSER COMMENTS                      |
|--------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|----------------------------------------|
| 1.1.28             | Users can enter an employee's training history including course information.                                                                                                                     | Fully Capable     |                                        |
| 1.1.29             | The system will include standard NCIC codes for information entered into and managed by the system including persons, property, and vehicle descriptions.                                        | Fully Capable     |                                        |
| 1.1.30             | The system is capable of continuous operation without degradation while files are backed up.                                                                                                     | Fully Capable     |                                        |
| 1.1.31             | The system includes OCR capability allowing for attachments to be keyword searchable.                                                                                                            | Partially Capable | Mark43 RMS supports text indexed PDFs. |
| <b>2.0</b>         | <b>Security and Auditing</b>                                                                                                                                                                     |                   |                                        |
| 2.1.1              | The system includes a full audit trail which logs all transactions including user access, searches, edits, record creation, modification, deletion, and system configuration changes as follows: |                   |                                        |
| 2.1.2              | Name and identifier of person conducting the transaction                                                                                                                                         | Fully Capable     |                                        |
| 2.1.3              | Name of the computer where the transaction was initiated                                                                                                                                         | Fully Capable     |                                        |
| 2.1.4              | Date and time of the transaction                                                                                                                                                                 | Fully Capable     |                                        |
| 2.1.5              | The type of transaction                                                                                                                                                                          | Fully Capable     |                                        |
| 2.1.6              | The results of the transaction                                                                                                                                                                   | Fully Capable     |                                        |
| 2.1.7              | Pre- and post values for all edits to existing records                                                                                                                                           | Fully Capable     |                                        |
| 2.1.8              | All log transactions can be searched and statistical reports can be generated utilizing a combination of the following:                                                                          |                   |                                        |
| 2.1.9              | Date and time range                                                                                                                                                                              | Fully Capable     |                                        |
| 2.1.10             | Record type                                                                                                                                                                                      | Fully Capable     |                                        |
| 2.1.11             | Transaction type                                                                                                                                                                                 | Fully Capable     |                                        |
| 2.1.12             | Data fields selected by user                                                                                                                                                                     | Fully Capable     |                                        |

| Requirement Number | REQUIREMENT                                                                                                                                                                                                                                                                        | RESPONSE CODE | PROPOSER COMMENTS |
|--------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|-------------------|
| 2.1.13             | User name                                                                                                                                                                                                                                                                          | Fully Capable |                   |
| 2.1.14             | User groups                                                                                                                                                                                                                                                                        | Fully Capable |                   |
| 2.1.15             | Computer name                                                                                                                                                                                                                                                                      |               |                   |
| 2.1.16             | The user's query parameters                                                                                                                                                                                                                                                        | Fully Capable |                   |
| 2.1.17             | Permissions can be set to only allow certain user groups to view certain types of records.                                                                                                                                                                                         | Fully Capable |                   |
| 2.1.18             | The system will automatically capture, for every record created, the user's name, identification number, time and date of the record and the name of the computer used at the time of creating the record.                                                                         | Fully Capable |                   |
| 2.1.19             | The system's mobile capability meets the most current CJIS standards.                                                                                                                                                                                                              | Fully Capable |                   |
| 2.1.20             | System records can be secured or "locked down" so that the record is only visible to a designated user or group of users.                                                                                                                                                          | Fully Capable |                   |
| 2.1.21             | Confidential records are not visible to users outside the allowed group, even when viewing a related Master Index record. (i.e. when viewing a vehicle that was involved in a confidential incident, the secured incident will not show up on the vehicle's list of related cases) | Fully Capable |                   |
| 2.1.22             | Details of confidential records will not show on system, statistical, or ad hoc reports generated by users outside the allowed group.                                                                                                                                              | Fully Capable |                   |
| 2.1.23             | Confidential case information is counted appropriately for NIBRS reporting.                                                                                                                                                                                                        | Fully Capable |                   |
| 2.1.24             | The system utilizes unique User IDs and passwords to control access and privileges within the system.                                                                                                                                                                              | Fully Capable |                   |
| 2.1.25             | System users are able to change their own passwords, complying with CJIS password requirements as specified in the CJIS Security Manual.                                                                                                                                           | Fully Capable |                   |
| 2.1.26             | System Administrators are able to reset user passwords.                                                                                                                                                                                                                            | Fully Capable |                   |

| Requirement Number | REQUIREMENT                                                                                                                                                                                                               | RESPONSE CODE | PROPOSER COMMENTS |
|--------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|-------------------|
| 2.1.27             | System Administrators are able to define a system-wide parameter that "locks out" a user after a defined number of failed logon attempts and/or other types of security breach attempts have occurred.                    | Fully Capable |                   |
| 2.1.28             | System Administrators are able to remotely reactivate a user that has been "locked-out" due to the applicable number of failed logon and/or other type of security breach attempts.                                       | Fully Capable |                   |
| 2.1.29             | The system is able to track and maintain user sign-on and sign off times indefinitely.                                                                                                                                    | Fully Capable |                   |
| 2.1.30             | System Administrators are able to immediately disable a user account, a user group, or all users (except system admins) such that the user(s) is not able to log on to the system.                                        | Fully Capable |                   |
| 2.1.31             | System Administrators are able to immediately disable a user account such that if a user is already logged on, they are immediately disconnected from the system.                                                         | Fully Capable |                   |
| 2.1.32             | The system maintains a history of de-activated user IDs.                                                                                                                                                                  | Fully Capable |                   |
| 2.1.33             | The system does not allow de-activated user IDs to be re-used, except through the explicit designation of an Administrator with the authority to re-use de-activated user IDs.                                            | Fully Capable |                   |
| 2.1.34             | Authenticated system users are able to initiate all system modules and externally interfaced systems that they are authorized to access through a single login process.                                                   | Fully Capable |                   |
| 2.1.35             | System users do not have to log in multiple times to access different system modules or interfaces on the same device or workstation.                                                                                     | Fully Capable |                   |
| 2.1.36             | The deletion of user profile records only disables the records and does not delete them from the system thereby enabling historical analysis of the activities completed by those individuals and profiles in the system. | Fully Capable |                   |



| Requirement Number | REQUIREMENT                                                                                                                                                                                                                                           | RESPONSE CODE | PROPOSER COMMENTS |
|--------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|-------------------|
| 2.1.37             | The system login screen displays a logon message, with configurable text by the system administrator.                                                                                                                                                 | Fully Capable |                   |
| 2.1.38             | In the event that there is a failure in the transaction auditing process, the system has a method of notifying system administrators there is a problem.                                                                                              | Fully Capable |                   |
| 2.1.39             | System administrators can manage both user and workstation security profiles from a central location.                                                                                                                                                 | Fully Capable |                   |
| 2.1.40             | The system will operate within the Microsoft security environment allowing the System Administrator to manage access through Group Policy, NTFS and Share permissions.                                                                                | Fully Capable |                   |
| <b>3.0</b>         | <b>Searching for Records</b>                                                                                                                                                                                                                          |               |                   |
| 3.1.1              | The system includes a global search field which allows users to enter keywords, partial words, partial records information (i.e. partial license plate, etc) and the system will return any and all records containing records related to the search. | Fully Capable |                   |
| 3.1.2              | When conducting searches, users can specify search parameters in data fields including "greater than", "less than", "equal to" and "not equal to."                                                                                                    | Fully Capable |                   |
| 3.1.3              | The system will list in one centralized screen the results from queries in a way that doesn't require the user to manually navigate to a different screen.                                                                                            | Fully Capable |                   |
| 3.1.4              | The results from user searches include links that will open the related record(s) in way that doesn't require the user to navigate to a different screen.                                                                                             | Fully Capable |                   |
| 3.1.5              | The results from user searches can be sorted according to the user's preference and exported to Microsoft Office documents such as Excel and Word.                                                                                                    | Fully Capable |                   |
| 3.1.6              | The system includes shortcuts that enable users to click a button to instantly return recently created records (i.e. the last 50 reports).                                                                                                            | Fully Capable |                   |

| Requirement Number                                                                                                                                                                                   | REQUIREMENT                                                                                                                                                                                                  | RESPONSE CODE | PROPOSER COMMENTS                                             |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|---------------------------------------------------------------|
| 3.1.7                                                                                                                                                                                                | The system enables users to conduct free-text searches of report narratives.                                                                                                                                 | Fully Capable |                                                               |
| 3.1.8                                                                                                                                                                                                | When conducting searches for data contained in fields which are table driven, users can enter plain text which will display the most appropriate option in the table.                                        | Fully Capable |                                                               |
| 3.1.9                                                                                                                                                                                                | Users can conduct searches on a map by selecting a geographical area to identify any records that are related to the geographical area.                                                                      | Fully Capable |                                                               |
| 3.1.10                                                                                                                                                                                               | Users can search for records utilizing GIS layers including, for example, patrol beats or zones.                                                                                                             | Fully Capable |                                                               |
| 3.1.11                                                                                                                                                                                               | The system enables searches for records and activities (i.e. number of reports, arrests, citations) per user (officer) during a user-defined time period.                                                    | Fully Capable |                                                               |
| 3.1.12                                                                                                                                                                                               | The system includes a feature to conduct research into how long it takes users to write reports.                                                                                                             | Fully Capable |                                                               |
| 3.1.13                                                                                                                                                                                               | The system will allow multiple users to view the same record at any give time, based on agency security privileges.                                                                                          | Fully Capable |                                                               |
| 3.1.14                                                                                                                                                                                               | The system contains a "SOUNDEX" feature that recognizes records similar to those queried, and presents those results to the user along with exact matches.                                                   | Fully Capable | Mark43 utilizes Fuzzy Matching which includes Soundex search. |
| 3.1.15                                                                                                                                                                                               | Users can search for, and within, reports which are not yet complete or not yet approved so that such draft reports are searchable. Data within such unfinished or draft reports can be queried by any user. | Fully Capable |                                                               |
| 3.1.16                                                                                                                                                                                               | When data searches are conducted, the data in unfinished and unapproved reports will be included in the results.                                                                                             | Fully Capable |                                                               |
| <b>4.0</b>                                                                                                                                                                                           | <b>Report Writing</b>                                                                                                                                                                                        |               |                                                               |
| <i>Several of the specifications in this section require the interface described in Section 21.6. Please ensure to reconcile your responses in this section to the requirements in Section 21.6.</i> |                                                                                                                                                                                                              |               |                                                               |
| 4.1.1                                                                                                                                                                                                | When writing reports, upon the user completing a data field the system will automatically advance the user to the next                                                                                       | Fully Capable |                                                               |

| Requirement Number | REQUIREMENT                                                                                                                                                                                                                                  | RESPONSE CODE | PROPOSER COMMENTS                                                                                                 |
|--------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|-------------------------------------------------------------------------------------------------------------------|
|                    | field so the user does not have to manually navigate through each one.                                                                                                                                                                       |               |                                                                                                                   |
| 4.1.2              | The system enables users to switch from writing a report to searching the system without having to log-out or switch applications/systems.                                                                                                   | Fully Capable |                                                                                                                   |
| 4.1.3              | Users can conduct state and national criminal history queries on persons from within the report writing application while writing a report.                                                                                                  | Fully Capable | Mark43 is capable of providing this functionality through interfacing with a third party message switch provider. |
| 4.1.4              | Users can query driver's licenses from within the report writing application for insertion of the license data into reports                                                                                                                  | Fully Capable | Mark43 is capable of providing this functionality through interfacing with a third party message switch provider. |
| 4.1.5              | Users can conduct state and national queries on vehicles from within the report writing application while writing a report, and prefill queried vehicle registration information.                                                            | Fully Capable | Mark43 is capable of providing this functionality through interfacing with a third party message switch provider. |
| 4.1.6              | As users are writing reports, if there are historical records related to the information being entered by the user, the system will display all historical involvements in a sortable list without having to switch screens or applications. | Fully Capable |                                                                                                                   |
| 4.1.7              | As users are writing reports, if there are historical reports related to the information being entered by the user, the user can click a link to immediately view the report(s).                                                             | Fully Capable |                                                                                                                   |
| 4.1.8              | The system will automatically display wanted person or wanted vehicle messages to the user when the user enters a person or vehicle that is wanted.                                                                                          | Fully Capable |                                                                                                                   |
| 4.1.9              | Users can indicate in a report that it requires further follow-up investigation and when this option is selected, the system                                                                                                                 | Fully Capable |                                                                                                                   |

| Requirement Number | REQUIREMENT                                                                                                                                                                    | RESPONSE CODE | PROPOSER COMMENTS |
|--------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|-------------------|
|                    | will automatically notify a pre-defined user(s).                                                                                                                               |               |                   |
| 4.1.10             | Users have the option to manually route reports to user-selected recipients.                                                                                                   | Fully Capable |                   |
| 4.1.11             | Users can run a search for records which have not been routed or the system has a queue displaying a list of records which have not been routed.                               | Fully Capable |                   |
| 4.1.12             | The system does <i>not</i> require users to input whether a crime is a felony or misdemeanor.                                                                                  | Fully Capable |                   |
| 4.1.13             | The system automatically time/date stamps reports when submitted as well as the user's name and ID number.                                                                     | Fully Capable |                   |
| 4.1.14             | The system can be configured to require supervisory approval of reports prior to routing them.                                                                                 | Fully Capable |                   |
| 4.1.15             | Users can duplicate a report but with a different case number when necessary to write separate reports for incidents that are related.                                         | Fully Capable |                   |
| 4.1.16             | Users can enter/write live "URL" links in the narrative of reports.                                                                                                            | Not Capable   |                   |
| 4.1.17             | The system will automatically insert links to the name, vehicle or property records that users refer to in the narrative of reports.                                           | Fully Capable |                   |
| 4.1.18             | The system will automatically notify users via email when their report has not yet been written (case number has been generated but user forgot to write or submit report).    | Fully Capable |                   |
| 4.1.19             | The system will automatically notify supervisors when reports have not been written that should have been, based on a case number being generated or other determining factor. | Fully Capable |                   |
| 4.1.20             | When writing reports, users have the option to select data in drop down lists by scrolling or entering key words or characters.                                                | Fully Capable |                   |
| 4.1.21             | The system provides the option for users to dictate reports.                                                                                                                   | Not Capable   |                   |

| Requirement Number | REQUIREMENT                                                                                                                                                                                                                                                                                                       | RESPONSE CODE | PROPOSER COMMENTS |
|--------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|-------------------|
| 4.1.22             | The system will prompt users when there is a NIBRS error and provide textual guidance regarding how to fix the error.                                                                                                                                                                                             | Fully Capable |                   |
| 4.1.23             | The system will prompt users when more than one report should be written because the case involves a separation of Time and Place (as per NIBRS), including at least reminding officers of this requirement.                                                                                                      | Fully Capable |                   |
| 4.1.24             | The system will notify users when writing reports involving more than one offense and more than one offender that more than one report should be written if the offenders were not acting in concert as per the "multiple offenders acting in concert rule" in NIBRS.                                             | Fully Capable |                   |
| 4.1.25             | The system will notify users when burglaries at hotels and motels should be written as one report per NIBRS.                                                                                                                                                                                                      | Fully Capable |                   |
| 4.1.26             | Users can enter all NIBRS data required for the "Law Enforcement Officers Killed or Assaulted" NIBRS report.                                                                                                                                                                                                      | Fully Capable |                   |
| 4.1.27             | Users can enter all NIBRS data required for Hate Crime reports.                                                                                                                                                                                                                                                   | Fully Capable |                   |
| 4.1.28             | The system includes a specific module to document K9 related activities.                                                                                                                                                                                                                                          | Not Capable   |                   |
| 4.1.29             | The system includes a specific module where users can enter and manage records regarding confidential informants into a specific area of the system designed for confidential informant records.                                                                                                                  | Not Capable   |                   |
| 4.1.30             | The system includes an intelligence module, where users can enter and manage specific records related to criminal intelligence gathering and criminal intelligence information into a specific area of the system designed for criminal intelligence operations which is accessible to designated personnel only. | Fully Capable |                   |
| 4.1.31             | The system supports and utilizes a standard Windows functionality including:                                                                                                                                                                                                                                      |               |                   |
| 4.1.32             | Drag and drop                                                                                                                                                                                                                                                                                                     | Fully Capable |                   |

| Requirement Number | REQUIREMENT                                                                                                                                                                                                                                                                          | RESPONSE CODE     | PROPOSER COMMENTS                                                                                                                                                                                                               |
|--------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 4.1.33             | Right-click shortcut menus                                                                                                                                                                                                                                                           | Not Capable       |                                                                                                                                                                                                                                 |
| 4.1.34             | Maximize, minimize, and resize windows                                                                                                                                                                                                                                               | Fully Capable     |                                                                                                                                                                                                                                 |
| 4.1.35             | Display of multiple windows                                                                                                                                                                                                                                                          | Fully Capable     |                                                                                                                                                                                                                                 |
| 4.1.36             | Keyboard shortcuts                                                                                                                                                                                                                                                                   | Fully Capable     |                                                                                                                                                                                                                                 |
| 4.1.37             | Users are able to quickly identify the number of narratives and reports contained in a case.                                                                                                                                                                                         | Fully Capable     |                                                                                                                                                                                                                                 |
| 4.1.38             | The system will hide or disable unnecessary fields based on configurable workflows (i.e. unless the user is entering a crime against persons, he/she shouldn't be prompted to add the Victim/Offender relationship, that field should be disabled or hidden to minimize data entry). | Fully Capable     |                                                                                                                                                                                                                                 |
| 4.1.39             | Data being entered into the system will not be impacted by using multiple applications at once.                                                                                                                                                                                      | Fully Capable     |                                                                                                                                                                                                                                 |
| 4.1.40             | The system allows user-level customization of some program features:                                                                                                                                                                                                                 |                   |                                                                                                                                                                                                                                 |
| 4.1.41             | System has a night mode, where users can choose screen colors to minimize glare when working in limited lighting.                                                                                                                                                                    | Fully Capable     |                                                                                                                                                                                                                                 |
| 4.1.42             | System allows users to sort lists based on their preferences.                                                                                                                                                                                                                        | Fully Capable     |                                                                                                                                                                                                                                 |
| 4.1.43             | Text size can be adjusted for easier viewing.                                                                                                                                                                                                                                        | Fully Capable     |                                                                                                                                                                                                                                 |
| 4.1.44             | The system will prevent users from modifying a record while it is being modified by another user and will notify the user why they can't modify the record at the moment.                                                                                                            | Partially Capable | Two users may work concurrently on the same report in Mark43 RMS to facilitate cooperation and efficiency. The Other Viewers feature allow end-users to be notified when other agency personnel are working on the same report. |
| 5.0                | Names                                                                                                                                                                                                                                                                                |                   |                                                                                                                                                                                                                                 |

| Requirement Number | REQUIREMENT                                                                                                                                                                                                                                                                               | RESPONSE CODE | PROPOSER COMMENTS                                                                                                                                           |
|--------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 5.1.1              | Users can enter an unlimited amount of names in reports and assign standard name types to each (victim, witness, suspect, arrestee, offender, other, etc.).                                                                                                                               | Fully Capable |                                                                                                                                                             |
| 5.1.2              | All names in the system are assigned a unique, non-reusable system generated number.                                                                                                                                                                                                      | Fully Capable | Names in Mark43 RMS are organized by Master Entity Profiles. All data associated with a name in the system is contained within their unique Master Profile. |
| 5.1.3              | The system has a name validation tool that allows an administrator to review possible duplicate names that have been entered into records and to accept new names or to select an existing master name record which may be a match to the user-entered name.                              | Fully Capable |                                                                                                                                                             |
| 5.1.4              | The system will notify users if there is a conflict or error involving the correct number of related victims and/or suspects/offenders in reports.                                                                                                                                        | Fully Capable |                                                                                                                                                             |
| 5.1.5              | Users can enter "suspects" into a separate "suspect" portion of the report when the suspect is unknown and the officer only has limited information about the person.                                                                                                                     | Fully Capable |                                                                                                                                                             |
| 5.1.6              | Users can attach photos of unknown persons from surveillance cameras or other sources into the suspect portion of the report (or other location in the system) and enter physical descriptors of the suspect allowing users to search for these attachments by description of the person. | Fully Capable |                                                                                                                                                             |
| 5.1.7              | Photos of unknown persons from surveillance cameras or other sources can be uploaded to the system and searched by users one by one.                                                                                                                                                      | Fully Capable |                                                                                                                                                             |
| 5.1.8              | Users can enter person's name and all personal identifying information including full name, date of birth, address, SSN, phone number                                                                                                                                                     | Fully Capable |                                                                                                                                                             |



| Requirement Number | REQUIREMENT                                                                                                                                                                               | RESPONSE CODE | PROPOSER COMMENTS |
|--------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|-------------------|
| 5.1.9              | Users can enter the person's alias or nickname                                                                                                                                            | Fully Capable |                   |
| 5.1.10             | Users can enter the person's physical description via individual data fields for each physical characteristic via menu-driven options.                                                    | Fully Capable |                   |
| 5.1.11             | Users can enter the person's email address.                                                                                                                                               | Fully Capable |                   |
| 5.1.12             | The system will prevent users from creating "unknown person" entries in the name section of reports and direct them to enter information about unknown persons in a suspect field/module. | Fully Capable |                   |
| 5.1.13             | Users can place agency-defined flags and/or alerts on persons when writing reports (violent person, wanted for questioning, gang member).                                                 | Fully Capable |                   |
| 5.1.14             | The system will automatically notify the user who entered an alert on a person when another user searches for or enters the person/name record with the alert into a report.              | Not Capable   |                   |
| 5.1.15             | The system enables users to enter physical descriptors of persons utilizing plain English which will activate a drop-down menu with corresponding options.                                | Fully Capable |                   |
| 5.1.16             | The system enables users to enter contact information for names, including social media accounts.                                                                                         | Fully Capable |                   |
| 5.1.17             | The system will automatically recognize juvenile names in reports based on the birthdate and flag such persons as a juvenile.                                                             | Fully Capable |                   |
| 5.1.18             | The system enables users to enter business names as victims, or other roles, in reports.                                                                                                  | Fully Capable |                   |
| 5.1.19             | The system enables users to enter aliases or AKAs for persons.                                                                                                                            | Fully Capable |                   |
| 5.1.20             | Users can enter known associates in a report.                                                                                                                                             | Fully Capable |                   |
| 5.1.21             | Users can enter employment information on persons entered in a report.                                                                                                                    | Fully Capable |                   |

| Requirement Number | REQUIREMENT                                                                                                                                                                    | RESPONSE CODE | PROPOSER COMMENTS |
|--------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|-------------------|
| 5.1.22             | Users can enter school information on persons entered in a report.                                                                                                             | Fully Capable |                   |
| 5.1.23             | Name records will automatically display the person's photograph (mugshot) that is associated with the name.                                                                    | Fully Capable |                   |
| 5.1.24             | Photographs in the system can be searched by physical descriptors.                                                                                                             | Fully Capable |                   |
| 5.1.25             | Users can enter agency-defined modus operandi descriptions on name records.                                                                                                    | Fully Capable |                   |
| <b>6.0</b>         | <b>Vehicles</b>                                                                                                                                                                |               |                   |
| 6.1.1              | Users can enter an unlimited amount of vehicles in reports and assign standard vehicle status types to each (stolen, recovered, towed, etc.).                                  | Fully Capable |                   |
| 6.1.2              | All vehicles in the system are assigned a unique, non-reusable system generated number.                                                                                        | Fully Capable |                   |
| 6.1.3              | Users can enter the make, model, year, color, tag, VIN and other descriptors utilizing plain English which will activate a drop-down menu with corresponding options.          | Fully Capable |                   |
| 6.1.4              | The system includes standard NCIC vehicle codes.                                                                                                                               | Fully Capable |                   |
| 6.1.5              | The system has a feature to prevent users from entering duplicate vehicles (vehicles that are already in the system).                                                          | Fully Capable |                   |
| 6.1.6              | Users can enter agency-defined alerts on vehicles (i.e. "wanted vehicle", "known gang vehicle", etc.).                                                                         | Fully Capable |                   |
| 6.1.7              | The system will automatically notify the user who entered an alert on a vehicle when another user searches for the vehicle or enters the vehicle with the alert into a report. | Fully Capable |                   |
| 6.1.8              | When users update/edit a vehicle record that is already in the system, the historical information is retained and is searchable.                                               | Fully Capable |                   |
| <b>7.0</b>         | <b>Supplemental Reports</b>                                                                                                                                                    |               |                   |
| 7.1.1              | Users can write and submit supplemental reports even though the incident report for                                                                                            | Fully Capable |                   |

| Requirement Number | REQUIREMENT                                                                                                                                                        | RESPONSE CODE | PROPOSER COMMENTS |
|--------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|-------------------|
|                    | the same case has not yet been submitted and approved.                                                                                                             |               |                   |
| 7.1.2              | Users can create a supplemental report even when the original report has not yet been started.                                                                     | Fully Capable |                   |
| 7.1.3              | When appropriate, the system will notify the user who is submitting a supplement when the supplement may cause a NIBRS error.                                      | Fully Capable |                   |
| 7.1.4              | Supplemental reports can be assigned for investigation.                                                                                                            | Fully Capable |                   |
| 7.1.5              | Users can enter additional persons involved in a case via a supplemental report.                                                                                   | Fully Capable |                   |
| 7.1.6              | Users can enter additional vehicles involved in a case via a supplemental report.                                                                                  | Fully Capable |                   |
| 7.1.7              | Users can enter additional property items involved in a case via a supplemental report.                                                                            | Fully Capable |                   |
| 7.1.8              | Users can select pre-formatted narratives/templates to use in supplements based on supplement type.                                                                | Fully Capable |                   |
| 7.1.9              | Users can open an incident report in the records management system and click a button to add a supplemental report to the case.                                    | Fully Capable |                   |
| 7.1.10             | Supplemental reports can be assigned a type by the user based on a menu-driven list of supplemental types (i.e. investigative supplement, report correction, etc). | Fully Capable |                   |
| 7.1.11             | When a supplement is written to an existing case, the user assigned to the case will be automatically notified a supplemental report has been written.             | Fully Capable |                   |
| <b>8.0</b>         | <b>Arrest Reports</b>                                                                                                                                              |               |                   |

| Requirement Number                 | REQUIREMENT                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | RESPONSE CODE | PROPOSER COMMENTS |
|------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|-------------------|
|                                    | <p><i>Currently, when an officer documents an arrest, the arrest information is entered into an online Clark County Sheriff's Office (CCSO) "pre-book" form. This information is uploaded to the CCSO RMS and JMS. There is no interface between this system and the current Vancouver RMS. Proposers are encouraged to propose arrest reporting functionality that will enable officers to complete an arrest and booking report one-time which enables the data to populate both the new RMS and Clark County's booking system. See Appendix I. for additional information regarding options for this interface as well as Section 21.4 in this document for further specifications.</i></p> |               |                   |
| 8.1.1                              | Users can write and submit arrest reports.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Fully Capable |                   |
| 8.1.2                              | The arrest report will include and submit required NIBRS data                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Fully Capable |                   |
| 8.1.3                              | Arrests can be reviewed, rejected if necessary, and approved by a supervisor                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Fully Capable |                   |
| 8.1.4                              | Arrests for wanted persons will trigger a notification to the user assigned to the case that describes the basis for the warrant.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Fully Capable |                   |
| <b>9.0 Field Interview Reports</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |               |                   |
|                                    | <p><i>Field interviews are situations when a police officer encounters a person who they want to document as having been contacted or interviewed. The person may be a suspect in a crime or engaging in suspicious behavior but is not arrested. The officer needs to be able to document who the person was, what the circumstances of the encounter were, their physical description, the time/date of the encounter, the vehicle the person was using at the time, and miscellaneous notes about the encounter.</i></p>                                                                                                                                                                    |               |                   |
| 9.1.1                              | Field interviews are assigned a unique, non-reusable system generated number.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Fully Capable |                   |
| 9.1.2                              | Users can enter the following information into a Field Interview record:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |               |                   |
| 9.1.3                              | The time, date, and address of the encounter                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Fully Capable |                   |
| 9.1.4                              | Names                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Fully Capable |                   |
| 9.1.5                              | Vehicles                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Fully Capable |                   |
| 9.1.6                              | Property                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Fully Capable |                   |

| Requirement Number | REQUIREMENT                                                                                                                                                                                              | RESPONSE CODE | PROPOSER COMMENTS |
|--------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|-------------------|
| 9.1.7              | Miscellaneous notes                                                                                                                                                                                      | Fully Capable |                   |
| 9.1.8              | A case number if related to a case                                                                                                                                                                       | Fully Capable |                   |
| 9.1.9              | A photograph of the person can be attached to the record                                                                                                                                                 | Fully Capable |                   |
| 9.1.10             | Users can attach other photos and records to the field interview                                                                                                                                         | Fully Capable |                   |
| 9.1.11             | The reason for the encounter via a menu-driven data field (i.e. suspicious activity, vandalism, etc.)                                                                                                    | Fully Capable |                   |
| 10.0               | <b>Review and Approval of Reports and Quality Control</b>                                                                                                                                                |               |                   |
| 10.1.1             | The system enables users to electronically submit reports to a supervisor for review and approval.                                                                                                       | Fully Capable |                   |
| 10.1.2             | The system includes a feature enabling users to submit incident, supplemental, and arrest reports to supervisors for review, approval or rejection.                                                      | Fully Capable |                   |
| 10.1.3             | There is a report approval queue which lists reports that are pending review and approval, and this queue can be set to show either all reports or just those reports in the reviewer's user/work group. | Fully Capable |                   |
| 10.1.4             | The system can automatically notify a supervisor when a report is submitted for review.                                                                                                                  | Fully Capable |                   |
| 10.1.5             | The system can automatically notify a user via email when a report has been rejected for correction which includes the comments from the user who rejected the report.                                   | Fully Capable |                   |
| 10.1.6             | The report approval queue will display the following in one screen:                                                                                                                                      |               |                   |
| 10.1.7             | Title of report                                                                                                                                                                                          | Fully Capable |                   |
| 10.1.8             | Case number                                                                                                                                                                                              | Fully Capable |                   |
| 10.1.9             | Status (submitted, pending review, rejected)                                                                                                                                                             | Fully Capable |                   |

| Requirement Number | REQUIREMENT                                                                                                                                                                                                                                                                                                                 | RESPONSE CODE | PROPOSER COMMENTS |
|--------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|-------------------|
| 10.1.10            | Date of report                                                                                                                                                                                                                                                                                                              | Fully Capable |                   |
| 10.1.11            | Date report submitted                                                                                                                                                                                                                                                                                                       | Fully Capable |                   |
| 10.1.12            | When a supervisor rejects a report, they can add comments to the report itself describing what needs correction.                                                                                                                                                                                                            | Fully Capable |                   |
| 10.1.13            | Users can write comments back to the reviewing supervisor who rejected the report.                                                                                                                                                                                                                                          | Fully Capable |                   |
| 10.1.14            | The system enables supervisors the ability to use drawing tools to highlight errors in the report.                                                                                                                                                                                                                          | Fully Capable |                   |
| 10.1.15            | The system can be configured to allow supervisors to make certain agency-defined corrections to reports during the review process.                                                                                                                                                                                          | Fully Capable |                   |
| 10.1.16            | Review and approval levels can be configured allowing more than one type of reviewer to review and reject reports (i.e. both a sergeant and a records technician).                                                                                                                                                          | Fully Capable |                   |
| 10.1.17            | The system has a feature which can calculate per-user reporting error-rates (i.e. the number of user's reports which contained mistakes out of the total number of reports written during a time period).                                                                                                                   | Fully Capable |                   |
| 10.1.18            | The system will capture the date and time reports are reviewed, approved and by which users.                                                                                                                                                                                                                                | Fully Capable |                   |
| 10.1.19            | The system has the capability of tracking the time period ("turn-around time") between when an officer started a report, submitted a report for review, and when the report was final approved by the last reviewer. An administrator can run queries to determine the average turn-around time during a given time period. | Fully Capable |                   |
| 11.0               | <b>Text Processing/Formatting</b>                                                                                                                                                                                                                                                                                           |               |                   |
| 11.1.1             | The system provides basic word processing capabilities for completing narrative and other text data entry fields, which at a minimum include:                                                                                                                                                                               |               |                   |

| Requirement Number | REQUIREMENT                                                                                          | RESPONSE CODE | PROPOSER COMMENTS |
|--------------------|------------------------------------------------------------------------------------------------------|---------------|-------------------|
| 11.1.2             | Cut and paste                                                                                        | Fully Capable |                   |
| 11.1.3             | Find                                                                                                 | Fully Capable |                   |
| 11.1.4             | Search and replace                                                                                   | Fully Capable |                   |
| 11.1.5             | Capitalization                                                                                       | Fully Capable |                   |
| 11.1.6             | Paragraph definition                                                                                 | Fully Capable |                   |
| 11.1.7             | Table definition                                                                                     | Fully Capable |                   |
| 11.1.8             | Font selection                                                                                       | Fully Capable |                   |
| 11.1.9             | Font size selection                                                                                  | Fully Capable |                   |
| 11.1.10            | Font color and highlighting                                                                          | Fully Capable |                   |
| 11.1.11            | Text formatting (e.g., underline, bold, italic, etc.)                                                | Fully Capable |                   |
| 11.1.12            | Tabs                                                                                                 | Fully Capable |                   |
| 11.1.13            | Bullets                                                                                              | Fully Capable |                   |
| 11.1.14            | Word wrap                                                                                            | Fully Capable |                   |
| 11.1.15            | Images or diagrams                                                                                   | Fully Capable |                   |
| 11.1.16            | The system's text formatting capabilities do not compromise text search capabilities.                | Fully Capable |                   |
| 11.1.17            | The system's spell-checking capabilities include, at a minimum, the following options and functions: |               |                   |
| 11.1.18            | Find misspelled words                                                                                | Fully Capable |                   |
| 11.1.19            | Find grammatical errors                                                                              | Fully Capable |                   |
| 11.1.20            | Find duplicated words                                                                                | Fully Capable |                   |
| 11.1.21            | Ignoring capitalized words                                                                           | Fully Capable |                   |



| Requirement Number                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | REQUIREMENT                                                                                                                                                                                            | RESPONSE CODE | PROPOSER COMMENTS |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|-------------------|
| 11.1.22                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Ignoring often used abbreviations                                                                                                                                                                      | Fully Capable |                   |
| 11.1.23                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Allow users to customize their spelling dictionary on a central profile, that can be accessed from any workstation                                                                                     | Fully Capable |                   |
| 11.1.24                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Spelling errors and grammatical mistakes are flagged while the user types, in addition to an executable spell check function.                                                                          | Fully Capable |                   |
| <b>12.0</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | <b>Property and Evidence</b>                                                                                                                                                                           |               |                   |
| <p><i>An integrated property and evidence management component is desired to replace the current 3rd party evidence management system. This function of the RMS should enable officers and property/evidence staff to document, impound, track, release and manage all aspects of property items that come into the care or custody of the agency. Vancouver police have five locations at which officers can impound property. Property is placed in secure lockers and is documented by officers entering the impounded item(s) via the current system. Evidence personnel monitor the current system's queue each day for new items that have been impounded. All property items are barcoded and stored in containers with alphanumeric identifiers which assist with tracking their location.</i></p> |                                                                                                                                                                                                        |               |                   |
| 12.1.1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Users can enter an unlimited number of property items into incident reports and assign standard status types (stolen, recovered, impounded, seized, etc).                                              | Fully Capable |                   |
| 12.1.2                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | All property items in the system are assigned a unique, non-reusable, system generated number.                                                                                                         | Fully Capable |                   |
| 12.1.3                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | The system enables users to document the impounding of property and will track the chain of custody for each change in status or custody, and can do so with bar-coding via wireless handheld devices. | Fully Capable |                   |
| 12.1.4                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Users can reconcile the current evidence inventory with items that have been entered into the system via a wireless handheld device.                                                                   | Fully Capable |                   |
| 12.1.5                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Users can print the barcodes associated with property items.                                                                                                                                           | Fully Capable |                   |
| 12.1.6                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Users can assign location numbers (i.e. locker or bin number) to property items.                                                                                                                       | Fully Capable |                   |

| Requirement Number | REQUIREMENT                                                                                                                                                                                                                        | RESPONSE CODE | PROPOSER COMMENTS |
|--------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|-------------------|
| 12.1.7             | Users can enter the names and identifiers of persons owning or who are associated with the property item.                                                                                                                          | Fully Capable |                   |
| 12.1.8             | Users can indicate via the system that an item of property was related to a seizure or forfeiture.                                                                                                                                 | Fully Capable |                   |
| 12.1.9             | Users can enter descriptions of property including standard data fields of make, model, colors, size, weight, caliber, type, description, etc.                                                                                     | Fully Capable |                   |
| 12.1.10            | When users input the type of property/evidence being impounded (i.e. currency, narcotics, firearms), the system will prompt them to fill in fields specific to the type of item impounded (i.e. for firearms: caliber, type, etc). | Fully Capable |                   |
| 12.1.11            | Users can associate the type of incident involved to all property items that were impounded utilizing a standard drop-down list.                                                                                                   | Fully Capable |                   |
| 12.1.12            | Users can select a reason for which property was impounded from a standard drop-down list.                                                                                                                                         | Fully Capable |                   |
| 12.1.13            | Users can enter serial numbers or owner applied numbers for property items.                                                                                                                                                        | Fully Capable |                   |
| 12.1.14            | Users can enter a dollar value for property items.                                                                                                                                                                                 | Fully Capable |                   |
| 12.1.15            | Users can conduct searches for property items utilizing various search criteria including a person's name, user name, case number, property description, or a barcode search.                                                      | Fully Capable |                   |
| 12.1.16            | Users who are property/evidence management personnel can indicate when items have been rejected due to improper impounding procedure. The rejection notice will be automatically sent to the appropriate user.                     | Fully Capable |                   |
| 12.1.17            | The system will have a property/evidence dashboard displaying the user's activity with regards to property they have submitted, entered and/or which has been                                                                      | Fully Capable |                   |

| Requirement Number | REQUIREMENT                                                                                                                                                                     | RESPONSE CODE | PROPOSER COMMENTS                                                                           |
|--------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|---------------------------------------------------------------------------------------------|
|                    | rejected by other users (i.e. property/evidence technicians) and the reasons for rejection.                                                                                     |               |                                                                                             |
| <b>12.1.18</b>     | Users can enter the weights and dimensions of property items.                                                                                                                   | Fully Capable |                                                                                             |
| <b>12.1.19</b>     | Users can enter details regarding the disposition of property including that the release or destruction of a property item has been authorized and by whom.                     | Fully Capable |                                                                                             |
| <b>12.1.20</b>     | Users can enter the name and contact information of persons to whom property was released.                                                                                      | Fully Capable |                                                                                             |
| <b>12.1.21</b>     | Users can enter different court case numbers (i.e. District Court and Superior Court case numbers) associated with property items.                                              | Fully Capable |                                                                                             |
| <b>12.1.22</b>     | The system has a feature to assist with conducting a comprehensive inventory of all property items.                                                                             | Fully Capable |                                                                                             |
| <b>12.1.23</b>     | The system has a feature which enables users to conduct a random audit of property/evidence to confirm the accuracy of the records, status of and location of the items.        | Fully Capable |                                                                                             |
| <b>12.1.24</b>     | Users can enter firearms specific data including make, model, caliber, and barrel length.                                                                                       | Fully Capable |                                                                                             |
| <b>12.1.25</b>     | Users can enter firearms specific requests for ATF traces, Brady queries and IBIS testing.                                                                                      | Fully Capable | Mark43 can offer this functionality through interface development with third party systems. |
| <b>12.1.26</b>     | Users can enter vehicle-specific information including make, model, color, registration information, and whether the vehicle was seized, has a hold, and if keys are available. | Fully Capable |                                                                                             |
| <b>12.1.27</b>     | Users can attach scanned documents or electronic files to property entries in the system.                                                                                       | Fully Capable |                                                                                             |
| <b>12.1.28</b>     | The system has a property/evidence chain of custody screen listing all changes in                                                                                               | Fully Capable |                                                                                             |

| Requirement Number | REQUIREMENT                                                                                                                                                                                                                                               | RESPONSE CODE | PROPOSER COMMENTS |
|--------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|-------------------|
|                    | status of property/evidence items, which is searchable.                                                                                                                                                                                                   |               |                   |
| <b>12.1.29</b>     | Users can enter notes throughout the property component of the system to indicate miscellaneous information.                                                                                                                                              | Fully Capable |                   |
| <b>12.1.30</b>     | The system can assist with the tracking and identification/location of property items by printing out adhesive labels which display a system generated identifier and barcode, and the property description, owner information, officer information, etc. | Fully Capable |                   |
| <b>12.1.31</b>     | The system can automatically send a notification letter via email to the owner of property which has been located, impounded, or recovered by the agency.                                                                                                 | Fully Capable |                   |
| <b>12.1.32</b>     | Users can request the system to generate an automated letter to print and send to property owners via mail when property has been located, impounded, recovered, is eligible for sale, etc.                                                               | Fully Capable |                   |
| <b>12.1.33</b>     | Digital images of property can be uploaded, indexed and managed by the system.                                                                                                                                                                            | Fully Capable |                   |
| <b>12.1.34</b>     | Property items can be automatically queried in local, state, and national databases for stolen status before release, as well as periodically while in custody.                                                                                           | Fully Capable |                   |
| <b>12.1.35</b>     | The system will automatically notify designated users that property is due for return or destruction after a pre-designated time period.                                                                                                                  | Fully Capable |                   |
| <b>12.1.36</b>     | Users can browse through property items in a "browse" screen and sort the records according to location, barcode, item number, user name, case number or item description.                                                                                | Fully Capable |                   |
| <b>12.1.37</b>     | Users can run "reports" for information regarding property and evidence including the following:                                                                                                                                                          |               |                   |
| <b>12.1.38</b>     | Active property items                                                                                                                                                                                                                                     | Fully Capable |                   |

| Requirement Number | REQUIREMENT                                                                                                                                                       | RESPONSE CODE | PROPOSER COMMENTS |
|--------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|-------------------|
| 12.1.39            | Active case numbers by date range                                                                                                                                 | Fully Capable |                   |
| 12.1.40            | All bikes in custody                                                                                                                                              | Fully Capable |                   |
| 12.1.41            | Arson cases by time period                                                                                                                                        | Fully Capable |                   |
| 12.1.42            | ATF traces by time period                                                                                                                                         | Fully Capable |                   |
| 12.1.43            | Audits conducted by time period                                                                                                                                   | Fully Capable |                   |
| 12.1.44            | Barcode report                                                                                                                                                    | Fully Capable |                   |
| 12.1.45            | Property available for disposal                                                                                                                                   | Fully Capable |                   |
| 12.1.46            | Users can create and save user-defined/customized reports related to property/evidence information.                                                               | Fully Capable |                   |
| 12.1.47            | Users can customize property/evidence related tables and create new table items.                                                                                  | Fully Capable |                   |
| 12.1.48            | Users can change the case number and persons associated with a property/evidence item to a new case number.                                                       | Fully Capable |                   |
| 12.1.49            | The system can manage digital evidence including digital photos, audio, video, and document files.                                                                | Fully Capable |                   |
| 12.1.50            | The system can store the associated metadata available from images, photographs, video and audio files.                                                           | Fully Capable |                   |
| 12.1.51            | Digital images can be enhanced utilizing the system (contrast, hue, etc).                                                                                         | Not Capable   |                   |
| 12.1.52            | The system will auto-populate persons' names from the incident report which was written for the property being impounded into the property portion of the system. | Fully Capable |                   |
| 12.1.53            | The system will prevent users from using the same item number for other property items in order to prevent tampering.                                             | Fully Capable |                   |
| 12.1.54            | The system can generate a property/evidence report detailing information about the item(s) in .PDF format.                                                        | Fully Capable |                   |

| Requirement Number                                                                                                                                                                                                                                                                                         | REQUIREMENT                                                                                                                                                                                                                                | RESPONSE CODE | PROPOSER COMMENTS |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|-------------------|
| 12.1.55                                                                                                                                                                                                                                                                                                    | The system includes standard NCIC property description codes.                                                                                                                                                                              | Fully Capable |                   |
| 12.1.56                                                                                                                                                                                                                                                                                                    | The system includes a feature that automatically identifies stolen property that has been recovered in another incident.                                                                                                                   | Fully Capable |                   |
| 12.1.57                                                                                                                                                                                                                                                                                                    | The system allows users to clear property for disposition both by individual item and in batch processing mode.                                                                                                                            | Fully Capable |                   |
| 12.1.58                                                                                                                                                                                                                                                                                                    | The system allows the system administrator to print out to an audit log detailing whenever evidentiary digital media is accessed or printed.                                                                                               | Fully Capable |                   |
| 12.1.59                                                                                                                                                                                                                                                                                                    | The system allows records personnel to link to and export property detail information recorded in a report directly to an NCIC stolen article, boat, gun or securities screen to avoid redundant data entry.                               | Fully Capable |                   |
| 12.1.60                                                                                                                                                                                                                                                                                                    | The system enables the capture of digital signatures via a wireless handheld device                                                                                                                                                        | Fully Capable |                   |
| 12.1.61                                                                                                                                                                                                                                                                                                    | The system enables the capture of digital signatures via a wireless signature pad                                                                                                                                                          | Fully Capable |                   |
| 12.1.62                                                                                                                                                                                                                                                                                                    | The system enables users to conduct global changes to evidence records (i.e. change multiple location values in one transaction)                                                                                                           | Fully Capable |                   |
| 12.1.63                                                                                                                                                                                                                                                                                                    | The system enables users to edit digital photographs                                                                                                                                                                                       | Not Capable   |                   |
| 12.1.64                                                                                                                                                                                                                                                                                                    | The system enables users to burn images and other digital evidence to a CD or DVD                                                                                                                                                          | Fully Capable |                   |
| <b>13.0</b>                                                                                                                                                                                                                                                                                                | <b>Case Management</b>                                                                                                                                                                                                                     |               |                   |
| <i>The case management function enables users to assign, track, review and update the status and progress of criminal investigations, and obtain notifications about deadlines, due dates and updates regarding cases. This function is what enables cases to be assigned to a user and/or user group.</i> |                                                                                                                                                                                                                                            |               |                   |
| 13.1.1                                                                                                                                                                                                                                                                                                     | Users can obtain a list of reports from the system which are missing (i.e. a case number has been issued but a report was not started or submitted) and where the reports are (i.e. in an officer's queue, supervisor queue or otherwise). | Fully Capable |                   |

| Requirement Number | REQUIREMENT                                                                                                                                                                                                                                      | RESPONSE CODE | PROPOSER COMMENTS |
|--------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|-------------------|
| 13.1.2             | The system requires that all records within each reporting component (incident reports, vehicles, persons, property, supplements, etc.) will have a status as selected by the user from a menu-driven data field (open, closed, inactive, etc.). | Fully Capable |                   |
| 13.1.3             | Users can assign a report to another user for follow-up action.                                                                                                                                                                                  | Fully Capable |                   |
| 13.1.4             | Users can assign a supervisory user to a case.                                                                                                                                                                                                   | Fully Capable |                   |
| 13.1.5             | The case management function links all case activity (changes in status, arrest made, information added to a case) to the initial incident report and all supplemental reports.                                                                  | Fully Capable |                   |
| 13.1.6             | Users can designate other users to receive notifications when there is a change in status to an investigation or report.                                                                                                                         | Fully Capable |                   |
| 13.1.7             | Users can designate other users to receive notifications when there is a change in assigned user/investigator.                                                                                                                                   | Fully Capable |                   |
| 13.1.8             | Users can assign due dates for case activities such as contacting witnesses or submitting supplements, and when the due date is not met, the system will notify designated users.                                                                | Fully Capable |                   |
| 13.1.9             | The system can track the time spent on an investigation as a performance metric.                                                                                                                                                                 | Fully Capable |                   |
| 13.1.10            | The system can track the time spent on case specific activity (i.e. surveillance, writing reports, conducting interviews).                                                                                                                       | Fully Capable |                   |
| 13.1.11            | The system has an investigator's dashboard displaying a listing of their assigned cases, case statuses, and type of case/incident/crime.                                                                                                         | Fully Capable |                   |
| 13.1.12            | The investigator dashboard can display case involvements including persons, vehicles, and property items.                                                                                                                                        | Fully Capable |                   |
| 13.1.13            | The system can generate automated letters on behalf of users with pre-written content from letter templates.                                                                                                                                     | Not Capable   |                   |



| Requirement Number | REQUIREMENT                                                                                                                                                                                                                             | RESPONSE CODE | PROPOSER COMMENTS |
|--------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|-------------------|
| 13.1.14            | The system can email the letters described above.                                                                                                                                                                                       | Not Capable   |                   |
| 13.1.15            | The system has a feature to assist with determining a crime's solvability factor.                                                                                                                                                       | Not Capable   |                   |
| 13.1.16            | The system enables supervisory users to research the progress and timeliness of investigations.                                                                                                                                         | Fully Capable |                   |
| 13.1.17            | The system enables users to update the status of numerous cases all at once.                                                                                                                                                            | Not Capable   |                   |
| 13.1.18            | The system enables users to indicate which cases are related or linked due to the circumstances involved in each incident.                                                                                                              | Fully Capable |                   |
| 13.1.19            | The system will automatically notify users when cases are related or linked because they involve the same persons, vehicles or property items.                                                                                          | Fully Capable |                   |
| 13.1.20            | Users can choose to see only cases assigned to them or to their user group or unit in their dashboard or queue.                                                                                                                         | Fully Capable |                   |
| 13.1.21            | The case management function includes a case summary which visually summarizes and textually describes a summarization of a case so users do not have to read or search for information on a case-by-case basis, unless they desire to. | Fully Capable |                   |
| 13.1.22            | The case management function can produce the following internal performance reports:                                                                                                                                                    |               |                   |
| 13.1.23            | Number of assigned cases per user                                                                                                                                                                                                       | Fully Capable |                   |
| 13.1.24            | Number of assigned cases per user-group/unit                                                                                                                                                                                            | Fully Capable |                   |
| 13.1.25            | Per user case clearance rate                                                                                                                                                                                                            | Fully Capable |                   |
| 13.1.26            | Per user group or unit clearance rate                                                                                                                                                                                                   | Fully Capable |                   |
| 13.1.27            | Assigned case aging summary                                                                                                                                                                                                             | Fully Capable |                   |
| 13.1.28            | Non-assigned cases summary                                                                                                                                                                                                              | Fully Capable |                   |

| Requirement Number | REQUIREMENT                                                                                                                                                                                                                                                                                                                                                                                                                  | RESPONSE CODE     | PROPOSER COMMENTS |
|--------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|-------------------|
| 13.1.29            | Case summary by due date                                                                                                                                                                                                                                                                                                                                                                                                     | Fully Capable     |                   |
| 13.1.30            | The system will prompt users who select a case clearance of "exceptionally cleared/cleared by exception" to indicate the four NIBRS required elements of this status have been met before being able to select it (an offender has been identified, there is enough information for an arrest/prosecution, the location of the offender is known, there is some reason beyond the control of the user preventing an arrest). | Fully Capable     |                   |
| 13.1.31            | Users can enter case specific notes into the case management feature.                                                                                                                                                                                                                                                                                                                                                        | Fully Capable     |                   |
| 13.1.32            | Users can enter, via a menu-driven field, when certain activity has occurred in an investigation (i.e. victim contacted, surveillance conducted, etc.). The system will indicate who the user was, date and time of the activity, and this information is searchable.                                                                                                                                                        | Fully Capable     |                   |
| 13.1.33            | Users can write case notes/comments to other users from within the system and the system will notify the other user(s) of these notes, and they can respond with comments.                                                                                                                                                                                                                                                   | Fully Capable     |                   |
| 13.1.34            | Cases which are unfounded are automatically not scored for NIBRS purposes (users do not have to manually unscore the report in a separate component of the system).                                                                                                                                                                                                                                                          | Fully Capable     |                   |
| 13.1.35            | The system allows users to merge two or more cases into a single case number.                                                                                                                                                                                                                                                                                                                                                | Partially Capable |                   |
| 13.1.36            | The system allows users to batch export the digital files associated with a report, including documents, images, video, and audio files, from the RMS to a storage device.                                                                                                                                                                                                                                                   | Fully Capable     |                   |
| 14.0               | <b>Data Analysis</b>                                                                                                                                                                                                                                                                                                                                                                                                         |                   |                   |

| Requirement Number | REQUIREMENT                                                                                                                                                                                                                                                                      | RESPONSE CODE | PROPOSER COMMENTS |
|--------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|-------------------|
| 14.1.1             | The system allows users to aggregate, compare and determine volume of crime according to the following parameters or combination thereof (please describe any limitations to producing data using any of these parameters):                                                      |               |                   |
| 14.1.2             | Crime type by address                                                                                                                                                                                                                                                            | Fully Capable |                   |
| 14.1.3             | Crime type and beat/zone/district                                                                                                                                                                                                                                                | Fully Capable |                   |
| 14.1.4             | Crime type and time, date and day of week                                                                                                                                                                                                                                        | Fully Capable |                   |
| 14.1.5             | Crime type and case status                                                                                                                                                                                                                                                       | Fully Capable |                   |
| 14.1.6             | Crime type and location type                                                                                                                                                                                                                                                     | Fully Capable |                   |
| 14.1.7             | Crime type and modus operandi                                                                                                                                                                                                                                                    | Fully Capable |                   |
| 14.1.8             | Crime type and suspect description (any physical descriptor)                                                                                                                                                                                                                     | Fully Capable |                   |
| 14.1.9             | Crime type and vehicle description                                                                                                                                                                                                                                               | Fully Capable |                   |
| 14.1.10            | Crime type and person's name                                                                                                                                                                                                                                                     | Fully Capable |                   |
| 14.1.11            | NIBRS code                                                                                                                                                                                                                                                                       | Fully Capable |                   |
| 14.1.12            | The system can display correlations between persons, vehicles, locations and crime types regardless of where this data resides in the system. In other words, users are not required to navigate to different screens/modules to conduct these types of crime analysis searches. | Fully Capable |                   |
| 14.1.13            | Users can produce histograms based on user-defined search criteria.                                                                                                                                                                                                              | Fully Capable |                   |
| 14.1.14            | Users can pin map the results from user-defined searches for records.                                                                                                                                                                                                            | Fully Capable |                   |
| 14.1.15            | Users can create heat maps based on user-defined searches for records.                                                                                                                                                                                                           | Fully Capable |                   |
| 14.1.16            | Crime analysis search results can be exported to third-party off-the-shelf applications and formats including Word, Excel, .CSV, .PDF, JPEG.                                                                                                                                     | Fully Capable |                   |

| Requirement Number | REQUIREMENT                                                                                                                                                                                              | RESPONSE CODE | PROPOSER COMMENTS |
|--------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|-------------------|
| 14.1.17            | Crime analysis search results can be exported to third-party mapping/GIS applications.                                                                                                                   | Fully Capable |                   |
| 14.1.18            | The system enables link analysis in which relationships between persons, vehicles, locations, phone numbers or other identifiers can be visually connected, displayed and printed.                       | Fully Capable |                   |
| 14.1.19            | The system can export relationships produced in link analysis charts to a tabular relationship specification file.                                                                                       | Fully Capable |                   |
| 14.1.20            | Designated users will be able to access and query look-up tables that contain any data stored as codes, and see the database tables and file names associated with corresponding controls in the system. | Fully Capable |                   |
| 14.1.21            | Metadata contained in the system will be available to users as an online or network resource in an easily searchable format.                                                                             | Fully Capable |                   |
| 14.1.22            | The system provides safeguards and application design patterns used in order to ensure that a single RMS request does not consume a disproportionate level of server-side resources.                     | Fully Capable |                   |
| 14.1.23            | The system allows users to obtain a list of recent stolen vehicles via a "hot sheet."                                                                                                                    | Fully Capable |                   |
| 14.1.24            | The system allows users to display crime analysis data in graphical format: bar charts, pie charts and maps.                                                                                             | Fully Capable |                   |
| 14.1.25            | The system allows users to output statistical information in a dashboard using various formats (e.g., numerical, graphical).                                                                             | Fully Capable |                   |
| 15.0               | <b>Location/Address/Geo/Mapping</b>                                                                                                                                                                      |               |                   |
| 15.1.1             | The system will geo-verify user entered locations/addresses and assist users with selecting the correct address.                                                                                         | Fully Capable |                   |
| 15.1.2             | The system will enable users to force the acceptance of unverifiable addresses. However, the system will send an automated notification to the system administrator when this happens.                   | Fully Capable |                   |

| Requirement Number | REQUIREMENT                                                                                                                                                                                                                                             | RESPONSE CODE | PROPOSER COMMENTS |
|--------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|-------------------|
| 15.1.3             | Users can enter block addresses (i.e. 100 block of...)                                                                                                                                                                                                  | Fully Capable |                   |
| 15.1.4             | Users can enter cross-street locations (Smith Street and Round Way) and the system includes a feature which ensures intersections are always entered and can be searched in alphabetical order to ensure consistency with these locations.              | Fully Capable |                   |
| 15.1.5             | The system is capable of importing geographic boundary information (e.g. station boundaries, jurisdictional boundaries, reporting districts, response zones, neighborhoods, precincts) from GIS and other geographic data sources.                      | Fully Capable |                   |
| 15.1.6             | The system is capable of importing topologically-structured street networks and other linear features (e.g. rivers, streams, utility right of ways, bus routes) from GIS and other geographic data sources.                                             | Fully Capable |                   |
| 15.1.7             | The system is capable of importing point data (e.g. landmarks, parcel address points, business locations, retail store address points) from GIS and other geographic data sources.                                                                      | Fully Capable |                   |
| 15.1.8             | The system supports multiple layers of information. For example, the system allows the storage of building footprints, aerial photographs and other images (i.e. pictures of specific buildings) that are associated with specific areas and addresses. | Fully Capable |                   |
| 15.1.9             | The system's geofile can be updated while the system is live and operational without any adverse impact to the experience of the users of the system.                                                                                                   | Fully Capable |                   |
| 15.1.10            | The system includes the capability of manually editing and entering any geographic data required by, or imported into, the system's GIS (given the appropriate user permissions).                                                                       | Fully Capable |                   |
| 15.1.11            | Users can enter alerts on locations and the system will automatically notify the user                                                                                                                                                                   | Fully Capable |                   |

| Requirement Number | REQUIREMENT                                                                                                                                                                           | RESPONSE CODE     | PROPOSER COMMENTS                |
|--------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|----------------------------------|
|                    | who entered the alert when records are created involving the location.                                                                                                                |                   |                                  |
| 15.1.12            | The system captures geo-coordinates for all addresses in the system.                                                                                                                  | Fully Capable     |                                  |
| 15.1.13            | The system has composite geocoders that use multiple layers including online resources.                                                                                               | Fully Capable     |                                  |
| 15.1.14            | The system allows for incidents to have multiple address points, such as with pursuits or transitory crime.                                                                           | Fully Capable     |                                  |
| 15.1.15            | The system has a bypass function with which users can add a point on the map.                                                                                                         | Fully Capable     |                                  |
| 15.1.16            | The system enables re-geocoding of data if the agency receives updated reference files.                                                                                               | Fully Capable     |                                  |
| 15.1.17            | The system provides a mechanism for live synchronization with an ESRI ArcGIS spatial database without vendor intervention.                                                            | Fully Capable     |                                  |
| <b>16.0</b>        | <b>Mobile Capability</b>                                                                                                                                                              |                   |                                  |
| 16.1.1             | The system can be used on mobile computers, phones, and/or tablets, including devices using Windows, Apple, and Android operating systems.                                            | Fully Capable     |                                  |
| 16.1.2             | The system enables the wireless attachment of photos from mobile phones/devices to the system.                                                                                        | Fully Capable     |                                  |
| 16.1.3             | The system enables users to utilize a barcode scanner or other digital device to scan or swipe driver's licenses to query persons and for insertion of the license data into reports. | Partially Capable |                                  |
| 16.1.4             | The system is touch screen capable for mobile devices that support touch screens.                                                                                                     | Fully Capable     |                                  |
| 16.1.5             | The system allows users to work in real time over the Verizon Wireless Network in the City of Vancouver.                                                                              | Fully Capable     |                                  |
| 16.1.6             | The system allows users to access all data and records in the system from mobile computers.                                                                                           | Fully Capable     |                                  |
| 16.1.7             | The system allows users to work offline, in the event of no or low connectivity in the                                                                                                | Partially Capable | Mark43 RMS operates with a card- |

| Requirement Number | REQUIREMENT                                                                                                                                                                                                                           | RESPONSE CODE     | PROPOSER COMMENTS                                                                                                                                                                                           |
|--------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                    | field, and automatically uploads recorded actions to the system once the connection is re-established.                                                                                                                                |                   | based layout that allows users to easily save their progress as they work. The platform requires connectivity to operate. When users lose connectivity, unsaved progress during report writing may be lost. |
| 16.1.8             | The system allows users to automatically import their current location as the incident location in a report or field interview.                                                                                                       | Not Capable       |                                                                                                                                                                                                             |
| 16.1.9             | The system allows users to print from mobile devices, if a mobile printer is available.                                                                                                                                               | Fully Capable     |                                                                                                                                                                                                             |
| 17.0               | <b>Records</b>                                                                                                                                                                                                                        |                   |                                                                                                                                                                                                             |
| 17.1.1             | The system includes a feature to electronically redact text from records (third party-application or built-in redaction tool).                                                                                                        | Fully Capable     | This feature is on the product roadmap with a scheduled Q3 2018 release date.                                                                                                                               |
| 17.1.2             | The system includes a feature which allows users to mark/indicate in the system that a particular person's name is not disclosable to the public (for public records purposes).                                                       | Fully Capable     |                                                                                                                                                                                                             |
| 17.1.3             | The system includes the ability for users to print reports with certain information redacted or protected from disclosure/printing based on a user-selected criteria (i.e. print without victim's or juvenile name).                  | Fully Capable     |                                                                                                                                                                                                             |
| 17.1.4             | The system enables users to print reports which are considered a draft or are not yet completed, and those reports are printed with the word "draft" marked on the report or are otherwise easily identified as incomplete documents. | Fully Capable     |                                                                                                                                                                                                             |
| 17.1.5             | The system has an integrated email feature enabling records to be sent via email from within the system.                                                                                                                              | Partially Capable | Mark43 records are exportable to pdfs which may then be                                                                                                                                                     |



| Requirement Number | REQUIREMENT                                                                                                                                                                                                                                                                           | RESPONSE CODE | PROPOSER COMMENTS                       |
|--------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|-----------------------------------------|
|                    |                                                                                                                                                                                                                                                                                       |               | downloaded and emailed.                 |
| 17.1.6             | The system has a feature enabling users to create photo line-ups utilizing images of persons contained in the system or images uploaded for this purpose.                                                                                                                             | Not Capable   | This feature is on the product roadmap. |
| 17.1.7             | The system includes a records retention and scheduling feature which enables users to set time periods and notifications when records should be destroyed per a retention schedule.                                                                                                   | Fully Capable |                                         |
| 17.1.8             | The system includes a visual indicator to easily identify juvenile records.                                                                                                                                                                                                           | Fully Capable |                                         |
| 17.1.9             | The system includes the ability to easily remove cases (batch removal) that are no longer required for business to comply with state requirements.                                                                                                                                    | Fully Capable |                                         |
| 17.1.10            | The system will include the technical and functional features, currently referred to as "masks" by Vancouver Police, that are necessary to enable Records personnel to conduct various WACIC/NCIC related activities from within the RMS user interface as follows (see 26.1 herein): |               |                                         |
| 17.1.10.1          | Articles                                                                                                                                                                                                                                                                              | Fully Capable |                                         |
| 17.1.10.2          | Query                                                                                                                                                                                                                                                                                 | Fully Capable |                                         |
| 17.1.10.3          | Entry                                                                                                                                                                                                                                                                                 | Fully Capable |                                         |
| 17.1.10.4          | Modify                                                                                                                                                                                                                                                                                | Fully Capable |                                         |
| 17.1.10.5          | Cancel                                                                                                                                                                                                                                                                                | Fully Capable |                                         |
| 17.1.10.6          | Locate                                                                                                                                                                                                                                                                                | Fully Capable |                                         |
| 17.1.10.7          | Clear                                                                                                                                                                                                                                                                                 | Fully Capable |                                         |
| 17.1.10.8          | Boats                                                                                                                                                                                                                                                                                 | Fully Capable |                                         |
| 17.1.10.9          | Query                                                                                                                                                                                                                                                                                 | Fully Capable |                                         |

| Requirement Number | REQUIREMENT | RESPONSE CODE | PROPOSER COMMENTS |
|--------------------|-------------|---------------|-------------------|
| 17.1.10.10         | Entry       | Fully Capable |                   |
| 17.1.10.11         | Modify      | Fully Capable |                   |
| 17.1.10.12         | Cancel      | Fully Capable |                   |
| 17.1.10.13         | Locate      | Fully Capable |                   |
| 17.1.10.14         | Clear       | Fully Capable |                   |
| 17.1.10.15         | Guns        | Fully Capable |                   |
| 17.1.10.16         | Query       | Fully Capable |                   |
| 17.1.10.17         | Entry       | Fully Capable |                   |
| 17.1.10.18         | Modify      | Fully Capable |                   |
| 17.1.10.19         | Cancel      | Fully Capable |                   |
| 17.1.10.20         | Locate      | Fully Capable |                   |
| 17.1.10.21         | Clear       | Fully Capable |                   |
| 17.1.10.22         | Plates      | Fully Capable |                   |
| 17.1.10.23         | Query       | Fully Capable |                   |
| 17.1.10.24         | Entry       | Fully Capable |                   |
| 17.1.10.25         | Modify      | Fully Capable |                   |
| 17.1.10.26         | Cancel      | Fully Capable |                   |
| 17.1.10.27         | Locate      | Fully Capable |                   |
| 17.1.10.28         | Clear       | Fully Capable |                   |
| 17.1.10.29         | Vehicles    | Fully Capable |                   |
| 17.1.10.30         | Query       | Fully Capable |                   |

| Requirement Number | REQUIREMENT               | RESPONSE CODE | PROPOSER COMMENTS |
|--------------------|---------------------------|---------------|-------------------|
| 17.1.10.31         | Entry                     | Fully Capable |                   |
| 17.1.10.32         | Modify                    | Fully Capable |                   |
| 17.1.10.33         | Cancel                    | Fully Capable |                   |
| 17.1.10.34         | Locate                    | Fully Capable |                   |
| 17.1.10.35         | Clear                     | Fully Capable |                   |
| 17.1.10.36         | Missing Persons           | Fully Capable |                   |
| 17.1.10.37         | Query                     | Fully Capable |                   |
| 17.1.10.38         | Query dental data         | Fully Capable |                   |
| 17.1.10.39         | Entry                     | Fully Capable |                   |
| 17.1.10.40         | Supplemental entry        | Fully Capable |                   |
| 17.1.10.41         | Supplemental cancel       | Fully Capable |                   |
| 17.1.10.42         | Modify                    | Fully Capable |                   |
| 17.1.10.43         | Cancel                    | Fully Capable |                   |
| 17.1.10.44         | Locate                    | Fully Capable |                   |
| 17.1.10.45         | Clear                     | Fully Capable |                   |
| 17.1.10.46         | Unidentified Person File  | Fully Capable |                   |
| 17.1.10.47         | Query unidentified person | Fully Capable |                   |
| 17.1.10.48         | Query dental data         | Fully Capable |                   |
| 17.1.10.49         | Query NCIC ORI file       | Fully Capable |                   |
| 17.1.10.50         | Query NLETS ORION file    | Fully Capable |                   |
| 17.1.10.51         | Hit Confirmation          | Fully Capable |                   |

| Requirement Number | REQUIREMENT                                  | RESPONSE CODE | PROPOSER COMMENTS |
|--------------------|----------------------------------------------|---------------|-------------------|
| 17.1.10.52         | Hit confirmation request                     | Fully Capable |                   |
| 17.1.10.53         | Hit confirmation response                    | Fully Capable |                   |
| 17.1.10.54         | Criminal Histories                           | Fully Capable |                   |
| 17.1.10.55         | Query criminal history and WACIC person file | Fully Capable |                   |
| 17.1.10.56         | Query criminal history                       | Fully Capable |                   |
| 17.1.10.57         | Query NCIC criminal history record           | Fully Capable |                   |
| 17.1.10.58         | NLETS                                        | Fully Capable |                   |
| 17.1.10.59         | Query NLETS criminal history index           | Fully Capable |                   |
| 17.1.10.60         | Query NLETS criminal history record          | Fully Capable |                   |
| 17.1.10.61         | Query NLETS concealed weapon permit          | Fully Capable |                   |
| 17.1.10.62         | Query NLETS immigration                      | Fully Capable |                   |
| 17.1.10.63         | Free-form mask                               | Fully Capable |                   |
| 17.1.10.64         | Wanted Persons                               | Fully Capable |                   |
| 17.1.10.65         | Query                                        | Fully Capable |                   |
| 17.1.10.66         | Entry                                        | Fully Capable |                   |
| 17.1.10.67         | Supplemental entry                           | Fully Capable |                   |
| 17.1.10.68         | Supplemental cancel                          | Fully Capable |                   |
| 17.1.10.69         | Modify                                       | Fully Capable |                   |
| 17.1.10.70         | Cancel                                       | Fully Capable |                   |
| 17.1.10.71         | Locate                                       | Fully Capable |                   |
| 17.1.10.72         | Detainer entry                               | Fully Capable |                   |

| Requirement Number | REQUIREMENT                         | RESPONSE CODE | PROPOSER COMMENTS |
|--------------------|-------------------------------------|---------------|-------------------|
| 17.1.10.73         | Detainer Modify                     | Fully Capable |                   |
| 17.1.10.74         | Detainer cancel                     | Fully Capable |                   |
| 17.1.10.75         | Clear                               | Fully Capable |                   |
| 17.1.10.76         | Protection Orders                   | Fully Capable |                   |
| 17.1.10.77         | Query                               | Fully Capable |                   |
| 17.1.10.78         | Entry                               | Fully Capable |                   |
| 17.1.10.79         | Supplemental entry                  | Fully Capable |                   |
| 17.1.10.80         | Supplemental cancel                 | Fully Capable |                   |
| 17.1.10.81         | Modify                              | Fully Capable |                   |
| 17.1.10.82         | Service entry                       | Fully Capable |                   |
| 17.1.10.83         | Cancel                              | Fully Capable |                   |
| 17.1.10.84         | Locate                              | Fully Capable |                   |
| 17.1.10.85         | Clear                               | Fully Capable |                   |
| 17.1.10.86         | Multiple Queries                    | Fully Capable |                   |
| 17.1.10.87         | Wanted/DOL/PO person                | Fully Capable |                   |
| 17.1.10.88         | Wanted/DOL/Stolen/Impound vehicle   | Fully Capable |                   |
| 17.1.10.89         | DOL Queries                         | Fully Capable |                   |
| 17.1.10.90         | WA driver license check             | Fully Capable |                   |
| 17.1.10.91         | WA driver license history           | Fully Capable |                   |
| 17.1.10.92         | Out of state driver license check   | Fully Capable |                   |
| 17.1.10.93         | Out of state driver license history | Fully Capable |                   |

| Requirement Number   | REQUIREMENT                                                                       | RESPONSE CODE | PROPOSER COMMENTS |
|----------------------|-----------------------------------------------------------------------------------|---------------|-------------------|
| 17.1.10.94           | Weapon/Concealed pistol license file                                              | Fully Capable |                   |
| 17.1.10.95           | WA Registration query                                                             | Fully Capable |                   |
| 17.1.10.96           | Out of state registration by license or VIN                                       | Fully Capable |                   |
| 17.1.10.97           | Out of state registration by name                                                 | Fully Capable |                   |
| 17.1.10.98           | NICS                                                                              | Fully Capable |                   |
| 17.1.10.99           | Query NICS denied transaction files                                               | Fully Capable |                   |
| 17.1.10.100          | Query NICS record including all protection orders                                 | Fully Capable |                   |
| 17.1.10.101          | Query NICS record                                                                 | Fully Capable |                   |
| 17.1.10.102          | NICS delay notification                                                           | Fully Capable |                   |
| 17.1.10.103          | NICS denial notification                                                          | Fully Capable |                   |
| 17.1.10.104          | NICS proceed notification                                                         | Fully Capable |                   |
| 17.1.10.105          | NICS denied overturn notification                                                 | Fully Capable |                   |
| 17.1.10.106          | Query NICS index record                                                           | Fully Capable |                   |
| 17.1.10.107          | Enter NICS index record                                                           | Fully Capable |                   |
| 17.1.10.108          | Supplemental NICS index record                                                    | Fully Capable |                   |
| 17.1.10.109          | ORI/Agency maintenance                                                            | Fully Capable |                   |
| <b>18.0 Warrants</b> |                                                                                   |               |                   |
| 18.1.1               | The system automatically generates a unique file number for each warrant entered. | Fully Capable |                   |
| 18.1.2               | The system's warrant module stores information on wanted persons, including:      |               |                   |
| 18.1.3               | Name                                                                              | Fully Capable |                   |
| 18.1.4               | Date of birth                                                                     | Fully Capable |                   |

| Requirement Number | REQUIREMENT                                                                                                                                                                                             | RESPONSE CODE | PROPOSER COMMENTS |
|--------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|-------------------|
| 18.1.5             | Address                                                                                                                                                                                                 | Fully Capable |                   |
| 18.1.6             | Charge                                                                                                                                                                                                  | Fully Capable |                   |
| 18.1.7             | Bail amount                                                                                                                                                                                             | Fully Capable |                   |
| 18.1.8             | Warrant number                                                                                                                                                                                          | Fully Capable |                   |
| 18.1.9             | Agency                                                                                                                                                                                                  | Fully Capable |                   |
| 18.1.10            | Type of warrant                                                                                                                                                                                         | Fully Capable |                   |
| 18.1.11            | Status of warrant                                                                                                                                                                                       | Fully Capable |                   |
| 18.1.12            | Extradition terms                                                                                                                                                                                       | Fully Capable |                   |
| 18.1.13            | The system allows users to enter narrative information for warrants.                                                                                                                                    | Fully Capable |                   |
| 18.1.14            | The system provides a visual alert if there is an active warrant for a person whenever a user accesses a name record for a wanted person.                                                               | Fully Capable |                   |
| 18.1.15            | The system allows users the ability to produce warrant reports by geographical area (e.g., all active warrants for a particular district or beat), charges and bail information.                        | Fully Capable |                   |
| 18.1.16            | The system allows users to input multiple active warrants per person and multiple offenses per warrant.                                                                                                 | Fully Capable |                   |
| 18.1.17            | The system allows users to make changes to a warrant (e.g., enter, modify, clear or cancel, enter/view state messages) so that the changes are made in both the RMS and WACIC/NCIC from a single entry. | Fully Capable |                   |
| 18.1.18            | The system allows users to send/receive administrative messages from within the RMS to WACIC.                                                                                                           | Fully Capable |                   |
| 18.1.19            | The system allows users to attach a scanned copy of the warrant to the warrant record.                                                                                                                  | Fully Capable |                   |



| Requirement Number      | REQUIREMENT                                                                                                                                                                                                                                                | RESPONSE CODE | PROPOSER COMMENTS |
|-------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|-------------------|
| 18.1.20                 | The system allows users to query warrants by both name and type of charge.                                                                                                                                                                                 | Fully Capable |                   |
| <b>19.0</b>             | <b>Protection Orders</b>                                                                                                                                                                                                                                   |               |                   |
| 19.1.1                  | The system contains a mechanism to enter and maintain protection orders including the following information:                                                                                                                                               |               |                   |
| 19.1.2                  | Court order number (to be able to have alphabet letters in that field)                                                                                                                                                                                     | Not Capable   |                   |
| 19.1.3                  | Status (active, expired, rescinded)                                                                                                                                                                                                                        | Not Capable   |                   |
| 19.1.4                  | Date received                                                                                                                                                                                                                                              | Not Capable   |                   |
| 19.1.5                  | Order type (there are eight different types)                                                                                                                                                                                                               | Not Capable   |                   |
| 19.1.6                  | Served (Yes/No)                                                                                                                                                                                                                                            | Not Capable   |                   |
| 19.1.7                  | Date of Service                                                                                                                                                                                                                                            | Not Capable   |                   |
| 19.1.8                  | Firearm prohibitor                                                                                                                                                                                                                                         | Not Capable   |                   |
| 19.1.9                  | Petitioner/Respondent (names, DOB, address)                                                                                                                                                                                                                | Not Capable   |                   |
| 19.1.10                 | Attachments                                                                                                                                                                                                                                                | Not Capable   |                   |
| 19.1.11                 | Validations notations                                                                                                                                                                                                                                      | Not Capable   |                   |
| <b>20.0</b>             | <b>Training</b>                                                                                                                                                                                                                                            |               |                   |
| 20.1.1                  | The system provides a training and test system that does not degrade the performance of the production RMS system.                                                                                                                                         | Fully Capable |                   |
| 20.1.2                  | The system's testing environment is as extensive as the system's production environment in order to enable new system configurations and system updates to be fully tested before implementing the changes in the training and/or production environments. | Fully Capable |                   |
| 20.1.3                  | The system's training environment closely, if not exactly resembles (mirrors) the production system environment including pick lists, menu options, data entry forms, address validation procedures, etc.                                                  | Fully Capable |                   |
| 20.1.4                  | The system's training environment is configurable to the same level as the production environment.                                                                                                                                                         | Fully Capable |                   |
| <b>21.0</b>             | <b>Interfaces</b>                                                                                                                                                                                                                                          |               |                   |
| <b>21.1 Hexagon CAD</b> |                                                                                                                                                                                                                                                            |               |                   |

| Requirement Number         | REQUIREMENT                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | RESPONSE CODE | PROPOSER COMMENTS |
|----------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|-------------------|
|                            | <p><i>Vancouver police personnel are dispatched to calls for service through Clark Regional Emergency Services Agency (CRESA). The new system must interface with the CRESA CAD system which is a Hexagon product. The vendor has indicated an interfacing tool is available to assist with the interface. Access to this information should be coordinated by contacting the purchasing contact listed in the RFP. Proposers are to briefly include comments describing their approach to building the interface including if any portions of the interface are built in conformance with the National Information Exchange Model standards and available data exchanges. Data from CAD will need to be sent automatically to the new system so that reports written by officers are automatically pre-populated with the following information:</i></p> |               |                   |
| <b>21.1.1</b>              | The proposer will provide the required connectivity between the RMS and the CAD system described above.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Fully Capable |                   |
| <b>21.1.2</b>              | When writing reports, the system will auto-populate the below listed information from CAD. Please indicate your response to this interface requirement. The below listed data fields are expected to be included in the interface and are provided for information only.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Fully Capable |                   |
| <b>21.1.3</b>              | Call date                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |               |                   |
| <b>21.1.4</b>              | Call time                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |               |                   |
| <b>21.1.5</b>              | Call location/address                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |               |                   |
| <b>21.1.6</b>              | Caller name                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |               |                   |
| <b>21.1.7</b>              | Caller phone number                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |               |                   |
| <b>21.1.8</b>              | Vehicle information                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |               |                   |
| <b>21.1.9</b>              | Case number                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |               |                   |
| <b>21.1.10</b>             | Call notes, with the option to import into the report                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |               |                   |
| <b>21.1.11</b>             | Queried driver's license information and vehicle registration information                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |               |                   |
| <b>21.1.12</b>             | Users can edit the information from CAD as needed.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |               |                   |
| <b>21.2 LInX Northwest</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |               |                   |
|                            | <p><i>The Law Enforcement Information Exchange Northwest is a system maintained by Northrop Grumman, used by numerous agencies to share criminal justice records. Participating agencies police reports are searchable via this system. The new RMS must interface with LInX NW to ensure continuity of this data sharing. Contact</i></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |               |                   |

| Requirement Number                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | REQUIREMENT                                                                                                                | RESPONSE CODE     | PROPOSER COMMENTS                                                                                           |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------|-------------------|-------------------------------------------------------------------------------------------------------------|
| <i>PublicSafety@ngc.com to obtain interfacing requirements to the LInX Northwest system.</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                            |                   |                                                                                                             |
| <b>21.2.1</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | The system will interface with LInX NW. Please indicate your response to this requirement.                                 | Fully Capable     |                                                                                                             |
| <b>21.2.2</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | The system will enable a system administrator to select which fields/data sets in police reports are shared with LInX      | Fully Capable     |                                                                                                             |
| <b>21.2.3</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | This interface can be built to enable the automatic deletion of reports from LInX NW which have been deleted from the RMS. | Not Capable       |                                                                                                             |
| <b>21.3 City Attorney's Case Tracking System</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                            |                   |                                                                                                             |
| <i>The Vancouver City Attorney's Office and the Clark County Prosecutors Office both utilize the same case tracking system. The City Attorney's office prosecutes misdemeanor crimes, traffic violations and ordinance violations. The County office prosecutes felony cases. This legacy system was built by Tiburon and is no longer supported. Limited information is available regarding this system's technical specifications. Prosecutors manage their assigned cases in this sytem. A Legal Assistant reviews each case as they come in and assigns them to an attorney. Data from police incident reports and CCSO booking forms are imported. Proposers are to include brief comments that describe their approach to building this interface including if any portions of the interface are built in conformance with the National Information Exchange Model standards and available data exchanges. The following data from police reports in the new system will need to be sent automatically to the case management system as follows:</i> |                                                                                                                            |                   |                                                                                                             |
| <b>21.3.1</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | The proposer will provide an interface between the RMS and the Prosecutors Case Tracking System.                           | Fully Capable     |                                                                                                             |
| <b>21.3.2</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Designated personnel in the prosecutor's office will receive an automated notification when new cases occur.               | Partially Capable | Mark43 can provide this functionality through interfacing with the agency's Case Tracking System of choice. |
| <b>21.3.3</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Designated personnel in the prosecutor's office must receive an automated                                                  | Partially Capable | Mark43 can provide this functionality                                                                       |

| Requirement Number | REQUIREMENT                                                                                                                                           | RESPONSE CODE     | PROPOSER COMMENTS                                                                                           |
|--------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|-------------------------------------------------------------------------------------------------------------|
|                    | notification anytime an existing case is updated with a supplemental report.                                                                          |                   | through interfacing with the agency's Case Tracking System of choice.                                       |
| <b>21.3.4</b>      | Designated personnel in the prosecutor's office must receive an automated notification anytime a file is attached to an existing case in the new RMS. | Partially Capable | Mark43 can provide this functionality through interfacing with the agency's Case Tracking System of choice. |
| <b>21.3.5</b>      | A .PDF of the police report should be made available via the case tracking system.                                                                    | Partially Capable | Mark43 can provide this functionality through interfacing with the agency's Case Tracking System of choice. |
| <b>21.3.6</b>      | A .PDF of the Probable Cause statement should be made available via the case tracking system                                                          | Partially Capable | Mark43 can provide this functionality through interfacing with the agency's Case Tracking System of choice. |
| <b>21.3.7</b>      | A .PDF of the traffic citation should be made available via the case management system                                                                | Partially Capable | Mark43 can provide this functionality through interfacing with the agency's Case Tracking System of choice. |
| <b>21.3.8</b>      | The following data would be included in the interface and is provided for information only.                                                           |                   |                                                                                                             |
| <b>21.3.9</b>      | Police case number                                                                                                                                    |                   |                                                                                                             |
| <b>21.3.10</b>     | The date of the report                                                                                                                                |                   |                                                                                                             |
| <b>21.3.11</b>     | The date of the incident                                                                                                                              |                   |                                                                                                             |
| <b>21.3.12</b>     | The time of the incident                                                                                                                              |                   |                                                                                                             |
| <b>21.3.13</b>     | The date of arrest                                                                                                                                    |                   |                                                                                                             |
| <b>21.3.14</b>     | The time of arrest                                                                                                                                    |                   |                                                                                                             |
| <b>21.3.15</b>     | The location of the arrest                                                                                                                            |                   |                                                                                                             |
| <b>21.3.16</b>     | The names of all persons listed in the police report                                                                                                  |                   |                                                                                                             |
| <b>21.3.17</b>     | The addresses of all persons listed in the police report                                                                                              |                   |                                                                                                             |

| Requirement Number                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | REQUIREMENT                                                                                                                                                                                                                              | RESPONSE CODE | PROPOSER COMMENTS |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|-------------------|
| 21.3.18                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | The type of involvement each person has in the police report (i.e. victim, witness, defendant, etc.).                                                                                                                                    |               |                   |
| 21.3.19                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | The phone numbers of all persons listed in the police report                                                                                                                                                                             |               |                   |
| 21.3.20                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | The email of all persons in the report                                                                                                                                                                                                   |               |                   |
| 21.3.21                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | The name of the officer who wrote the report                                                                                                                                                                                             |               |                   |
| 21.3.22                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | The ID number of the officer who wrote the report                                                                                                                                                                                        |               |                   |
| 21.3.23                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | The statute number(s) of the crime/traffic violation/ordinance violation for which the defendant was arrested                                                                                                                            |               |                   |
| 21.3.24                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | The textual description of the crime/traffic violation/ordinance violation                                                                                                                                                               |               |                   |
| 21.3.25                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | The citation number                                                                                                                                                                                                                      |               |                   |
| <b>21.4 Clark County EIS System (Booking)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                          |               |                   |
| <p><i>The new RMS should interface with Clark County Sheriff's Office RMS/JMS system. See 8.0 herein for further information. See Appendix I. for options regarding this process. Vancouver Police Officers complete a web based data form prior to booking an inmate into the jail. This form includes the name and descriptive information about the inmate, charge information, and a probable cause statement. A system interface should include a mechanism to transfer arrest report data into the appropriate fields of the jail system data form, satisfying the booking information requirements. Further, after the booking process, an interface will retrieve the booking photo of the arrested person and insert the photo into the appropriate name record in the RMS.</i></p> |                                                                                                                                                                                                                                          |               |                   |
| 21.4.1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | The proposer will provide an interface between the RMS and the EIS system to provide the above described functionality. The below listed data fields are expected to be included in the interface and are provided for information only. | Fully Capable |                   |
| 21.4.2                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Case number                                                                                                                                                                                                                              |               |                   |
| 21.4.3                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | ORI                                                                                                                                                                                                                                      |               |                   |
| 21.4.4                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Agency ("VPD")                                                                                                                                                                                                                           |               |                   |
| 21.4.5                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Arrestee name                                                                                                                                                                                                                            |               |                   |
| 21.4.6                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Arrestee personal identifiers (DOB, SSN, License)                                                                                                                                                                                        |               |                   |
| 21.4.7                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Arrestee physical descriptors                                                                                                                                                                                                            |               |                   |

| Requirement Number | REQUIREMENT                                                                                                                     | RESPONSE CODE | PROPOSER COMMENTS |
|--------------------|---------------------------------------------------------------------------------------------------------------------------------|---------------|-------------------|
| 21.4.8             | Arrestee AKA                                                                                                                    |               |                   |
| 21.4.9             | Arrestee address                                                                                                                |               |                   |
| 21.4.10            | Arrestee contact information                                                                                                    |               |                   |
| 21.4.11            | Comments/notes                                                                                                                  |               |                   |
| 21.4.12            | Arrest location/address                                                                                                         |               |                   |
| 21.4.13            | Incident location/address                                                                                                       |               |                   |
| 21.4.14            | Arresting officer name and ID number                                                                                            |               |                   |
| 21.4.15            | Transport officer name and ID number                                                                                            |               |                   |
| 21.4.16            | Date of arrest                                                                                                                  |               |                   |
| 21.4.17            | State statute number and violation description/title                                                                            |               |                   |
| 21.4.18            | Intake triage questions as follows:                                                                                             |               |                   |
| 21.4.19            | Does arrestee have any observable medical problems                                                                              |               |                   |
| 21.4.20            | Does arrestee have any observable mental health problems                                                                        |               |                   |
| 21.4.21            | Does arrestee show any signs of suicidal behavior                                                                               |               |                   |
| 21.4.22            | Has the arrestee shown any escape potential or violence propensity behaviors                                                    |               |                   |
| 21.4.23            | Does the transporting officer have any information which we need to know concerning the arrestee                                |               |                   |
| 21.4.24            | Did the subject resist arrest and was force used for approximately 3 minutes or longer                                          |               |                   |
| 21.4.25            | Did it take more than one officer to restrain the subject                                                                       |               |                   |
| 21.4.26            | Did the subject demonstrate extraordinary strength or stamina                                                                   |               |                   |
| 21.4.27            | Has the subject been completely conscious and aware of person, place, time and event, and responding appropriately to questions |               |                   |
| 21.4.28            | Does the subject appear flushed and/or did they sweat profusely before, during or since arrest                                  |               |                   |
| 21.4.29            | If EMS personnel obtained vital signs, were those signs reported to you as significantly abnormal                               |               |                   |

| Requirement Number                                                                                                                                                                                                                                                          | REQUIREMENT                                                                                                                                                 | RESPONSE CODE | PROPOSER COMMENTS |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|-------------------|
| 21.4.30                                                                                                                                                                                                                                                                     | Are you aware of any indication that the subject has recently ingested drugs and/or has a history of mental illness                                         |               |                   |
| <b>21.5 SECTOR</b>                                                                                                                                                                                                                                                          |                                                                                                                                                             |               |                   |
| <i>Officers write citations and traffic collisions in the state's SECTOR system. An interface will be required to enable information from collision reports and citations to be imported into the RMS via the Electronic Traffic Information Processing (eTRIP) system.</i> |                                                                                                                                                             |               |                   |
| 21.5.1                                                                                                                                                                                                                                                                      | The proposer will provide an interface between the RMS and the eTRIP system that will enable collision report data to be imported into the RMS from SECTOR. | Fully Capable |                   |
| 21.5.2                                                                                                                                                                                                                                                                      | The proposer will provide an interface between the RMS and the eTRIP system that will enable traffic citation data to be imported into the RMS from SECTOR. | Fully Capable |                   |
| 21.5.3                                                                                                                                                                                                                                                                      | The below listed citation data fields are expected to be included in the interface and are provided for information only.                                   |               |                   |
| 21.5.4                                                                                                                                                                                                                                                                      | Case number                                                                                                                                                 |               |                   |
| 21.5.5                                                                                                                                                                                                                                                                      | Witnesses (Y or N field)                                                                                                                                    |               |                   |
| 21.5.6                                                                                                                                                                                                                                                                      | Plaintiff                                                                                                                                                   |               |                   |
| 21.5.7                                                                                                                                                                                                                                                                      | Court jurisdiction                                                                                                                                          |               |                   |
| 21.5.8                                                                                                                                                                                                                                                                      | Date                                                                                                                                                        |               |                   |
| 21.5.9                                                                                                                                                                                                                                                                      | Location                                                                                                                                                    |               |                   |
| 21.5.10                                                                                                                                                                                                                                                                     | Speeding (Y or N field)                                                                                                                                     |               |                   |
| 21.5.11                                                                                                                                                                                                                                                                     | Speed                                                                                                                                                       |               |                   |
| 21.5.12                                                                                                                                                                                                                                                                     | Posted speed                                                                                                                                                |               |                   |
| 21.5.13                                                                                                                                                                                                                                                                     | Measuring method                                                                                                                                            |               |                   |
| 21.5.14                                                                                                                                                                                                                                                                     | Vehicle information (Y or N field)                                                                                                                          |               |                   |
| 21.5.15                                                                                                                                                                                                                                                                     | Work Zone (Y or N field)                                                                                                                                    |               |                   |
| 21.5.16                                                                                                                                                                                                                                                                     | School Zone (Y or N field)                                                                                                                                  |               |                   |
| 21.5.17                                                                                                                                                                                                                                                                     | In car video (Y or N field)                                                                                                                                 |               |                   |
| 21.5.18                                                                                                                                                                                                                                                                     | Special program (Y or N field)                                                                                                                              |               |                   |
| 21.5.19                                                                                                                                                                                                                                                                     | Misc Information (Y or N field)                                                                                                                             |               |                   |
| 21.5.20                                                                                                                                                                                                                                                                     | Interpreter needed (Y or N field)                                                                                                                           |               |                   |
| 21.5.21                                                                                                                                                                                                                                                                     | Violator name                                                                                                                                               |               |                   |
| 21.5.22                                                                                                                                                                                                                                                                     | Violator address                                                                                                                                            |               |                   |
| 21.5.23                                                                                                                                                                                                                                                                     | Violator driver's license number                                                                                                                            |               |                   |
| 21.5.24                                                                                                                                                                                                                                                                     | Violator phone number                                                                                                                                       |               |                   |



| Requirement Number | REQUIREMENT                                                                                                                 | RESPONSE CODE | PROPOSER COMMENTS |
|--------------------|-----------------------------------------------------------------------------------------------------------------------------|---------------|-------------------|
| 21.5.25            | Violator physical descriptors                                                                                               |               |                   |
| 21.5.26            | Violators employment information (name of business)                                                                         |               |                   |
| 21.5.27            | Vehicle information                                                                                                         |               |                   |
| 21.5.28            | Trailer information                                                                                                         |               |                   |
| 21.5.29            | State statute violation number, title, penalty amount                                                                       |               |                   |
| 21.5.30            | Notes                                                                                                                       |               |                   |
| 21.5.31            | Traffic condition                                                                                                           |               |                   |
| 21.5.32            | Weather condition                                                                                                           |               |                   |
| 21.5.33            | Street condition                                                                                                            |               |                   |
| 21.5.34            | Light condition                                                                                                             |               |                   |
| 21.5.35            | Witness information                                                                                                         |               |                   |
| 21.5.36            | Officer name, ID number                                                                                                     |               |                   |
| 21.5.37            | Voided citation information (reason for void)                                                                               |               |                   |
| 21.5.38            | The below listed collisions data fields are expected to be included in the interface and are provided for information only. |               |                   |
| 21.5.39            | Number of vehicles involved                                                                                                 |               |                   |
| 21.5.40            | Number of bicycles involved                                                                                                 |               |                   |
| 21.5.41            | Number of pedestrians involved                                                                                              |               |                   |
| 21.5.42            | Special circumstances involved (hit and run, Fire, Witness Y or N questions)                                                |               |                   |
| 21.5.43            | Commercial vehicle involved (Y or N field)                                                                                  |               |                   |
| 21.5.44            | Address/location information                                                                                                |               |                   |
| 21.5.45            | Intersection information                                                                                                    |               |                   |
| 21.5.46            | Vehicle information                                                                                                         |               |                   |
| 21.5.47            | Persons involved information                                                                                                |               |                   |
| 21.5.48            | Vehicle safety equipment information                                                                                        |               |                   |
| 21.5.49            | Contributing causes                                                                                                         |               |                   |
| 21.5.50            | Driver's license information                                                                                                |               |                   |
| 21.5.51            | Traffic condition                                                                                                           |               |                   |
| 21.5.52            | Weather condition                                                                                                           |               |                   |
| 21.5.53            | Street condition                                                                                                            |               |                   |
| 21.5.54            | Light condition                                                                                                             |               |                   |
| 21.5.55            | Case number                                                                                                                 |               |                   |
| 21.5.56            | Date/time of collision                                                                                                      |               |                   |
| 21.5.57            | Date/time of dispatch                                                                                                       |               |                   |

| Requirement Number                                                                                                                                                          | REQUIREMENT                                                                                                         | RESPONSE CODE | PROPOSER COMMENTS                                                 |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------|---------------|-------------------------------------------------------------------|
| <b>21.5.58</b>                                                                                                                                                              | Date/time of arrival                                                                                                |               |                                                                   |
| <b>21.5.59</b>                                                                                                                                                              | Officer name, ID number                                                                                             |               |                                                                   |
| <b>21.5.60</b>                                                                                                                                                              | Supervisor name, ID number                                                                                          |               |                                                                   |
| <b>21.5.61</b>                                                                                                                                                              | Property damaged information                                                                                        |               |                                                                   |
| <b>21.5.62</b>                                                                                                                                                              | Trailer information                                                                                                 |               |                                                                   |
| <b>21.6 ACCESS/WACIC</b>                                                                                                                                                    |                                                                                                                     |               |                                                                   |
| <i>The RMS must interface with ACCESS, as described on p. 7 of the RFP. Also see section 4.0 and 17.1.10 in this document for specifications related to this interface.</i> |                                                                                                                     |               |                                                                   |
| <b>21.6.1</b>                                                                                                                                                               | The system will interface with ACCESS. Please include comments describing your approach to enabling this interface. | Fully Capable | Mark43 is capable of interfacing with ACCESS through is open API. |
| <b>21.7 Accurint Crime Analysis</b>                                                                                                                                         |                                                                                                                     |               |                                                                   |
| <i>The RMS must interface with the Accurint Crime Analysis application. Data translation tables and schema are available upon request.</i>                                  |                                                                                                                     |               |                                                                   |
| <b>21.7.1</b>                                                                                                                                                               | The system will interface with the Accurint Crime Analysis application                                              | Fully Capable |                                                                   |

## Section VIII. – Attachments

### Form Mark43 Master Services Agreement

Mark43 is including our standard master services agreement for review.

#### SOFTWARE LICENSE AND SERVICES AGREEMENT

This Software License and Services Agreement (this “**Agreement**”) is effective as of [\_\_\_\_\_] (the “**Effective Date**”) by and between Mark43, Inc. (“**Mark43**”), with a place of business at 28 E. 28<sup>th</sup> 12<sup>th</sup> Floor, New York, NY 10016, and [\_\_\_\_\_] (“**Subscriber**”), with a place of business at [\_\_\_\_\_].

For good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. DEFINITIONS.

- 1.1 Defined Terms. Defined terms have the meanings set forth in this Article 1 (Definitions) and elsewhere in this Agreement when capitalized, and may be read in singular, plural or an alternative tense as the context requires.
- 1.2 “Affiliate” means, with respect to any entity, any other entity who, directly or indirectly, through one or more intermediaries, controls, is controlled by, or is under common control with, such entity. The term “control” means the possession, directly or indirectly, of the power to direct or cause the direction of the management and policies of an entity, whether through the ownership of voting securities, by contract or otherwise.
- 1.3 “Applicable Law” means, with respect to any party, any federal, state or local statute, law, ordinance, rule, administrative interpretation, regulation, order, writ, injunction, directive, judgment, decree or other requirement of any international, federal, state or local court, administrative agency or commission or other governmental or regulatory authority or instrumentality, domestic or foreign, applicable to such party or any of its properties, assets or business operations.
- 1.4 “Applications” means the Records Management System and other applications as described in Schedule A.
- 1.5 “Authorized User” means an Affiliate, employee or independent contractor of Subscriber (solely to the extent such contractor is providing services to Subscriber), who has been authorized by Subscriber to use the SaaS Services.
- 1.6 “Documentation” means the user guides and user manuals for the SaaS Services that Mark43 provides to Subscriber.
- 1.7 “Go Live” means the date of cutover to each respective Mark43 Application.

- 1.8 “Integration Control Document” means the agreement, if applicable, governing any integrations with Third Party Applications.
- 1.9 “Intellectual Property Rights” means all intellectual and industrial property rights, whether now existing or existing in the future, including without limitation, (i) all patent rights, including any rights in pending patent applications and any related rights; (ii) all copyrights and other related rights throughout the world in works of authorship, including all registrations and applications therefor; (iii) all trademarks, service marks, trade dress or other proprietary trade designations, including all registrations and applications therefor (iv) all rights throughout the world to proprietary know-how, trade secrets and other confidential information, whether arising by law or pursuant to any contractual obligation of non-disclosure; and (v) all other rights covering industrial or intellectual property recognized in any jurisdiction.
- 1.10 “Professional Services” means the evaluation, consultation, implementation, customization, configuration and other services offered by Mark43 in connection with the SaaS Services.
- 1.11 “Regular Usage Period” for any Application commences upon the occurrence of Go Live for that Application.
- 1.12 “SaaS Services” means the Applications, Software, and related software-as-a-service, hosting, maintenance and/or support services made available by Mark43 for remote access and use by Subscriber, including any Documentation thereto.
- 1.13 “Services” means the services provided or required to be provided by or through Mark43, including without limitation, SaaS Services and Professional Services.
- 1.14 “Software” means the object code version of Mark43’s computer software and all Updates made available by Mark43 to Subscriber under this Agreement.
- 1.15 “Statement of Work” means a detailed plan of work to be agreed by the Parties in conjunction with this Agreement.
- 1.16 “Subscriber Data” means all data, information, content and other materials stored or transmitted by Subscriber and any Authorized User through the SaaS Services (i) in their user accounts; and (ii) on any Third Party Application, excluding any Third Party Data and any Mark43 Data.
- 1.17 “Term” means the Initial Term and any Renewal Term.
- 1.18 “Third Party Application” means a third-party service approved by Mark43 to which Subscriber and any Authorized User facilitates Mark43’s access to, and use, of the SaaS Services, via an application programming interface or other means.
- 1.19 “Third Party Components” means any components of the SaaS Service from time to time that are provided by third parties (e.g., Google Maps).
- 1.20 “Third Party Data” means any data owned by a third party that Mark43 provides to Subscriber via the SaaS Service.
- 1.21 “Third Party Provider” means third parties, including other vendors, state agencies and local agencies, that control products and/or databases with which Mark43 SaaS Services are to be interfaced.

- 1.22 “Updates” means any and all new releases, new versions, patches and other updates for the SaaS Services that Mark43 makes generally available without additional charge to its other subscribers of the SaaS Services.
- 1.23 “Vendors” means third parties with whom Mark43 contracts to provide components of the SaaS Services, and includes without limitation, Amazon Web Services (for platform hosting) and Google (for Google Maps).
- 1.24 “Website” means any Internet website through which Mark43 provides the SaaS Services under this Agreement.

## 2. SERVICES.

- 2.1 SaaS Services. Subject to the terms of this Agreement, and during the Term, Mark43 hereby grants a non-exclusive, non-transferable, non-sublicensable license to Subscriber and its Authorized Users to access and use the SaaS Services through the Website for Subscriber’s internal purposes and in accordance with the terms and conditions of this Agreement. Mark43 will be responsible for hosting the Website, and Subscriber and its Authorized Users will be responsible for obtaining internet connections and other third party software, hardware and services necessary for it to access the Website through the Internet, including without limitation as set forth in Schedule C, “Technical Requirements.” Subscriber will be responsible to Mark43 for compliance with the restrictions on use and other terms and conditions of this Agreement by any of its Authorized Users.
- 2.2 Professional Services. Mark43 offers Professional Services in connection with the SaaS Services as further described in Schedule A. To the extent any Professional Services involve the development of any customization or configuration to the SaaS Services, all Intellectual Property Rights to such customization or configuration will be solely owned by Mark43 and will be deemed to be included in the definition of SaaS Services and licensed to Subscriber on the terms set forth herein.
- 2.3 Access to Documentation. Mark43 will provide Subscriber via the Website or other means with access to the Documentation, as may be updated from time to time. Subscriber may print copies of, use, and permit its Authorized Users to use, the Documentation solely in connection with the use of the SaaS Services.
- 2.4 Support Services. Mark43 will provide a telephone-based help desk through which it will respond to inquiries about the SaaS Services from Subscriber via telephone from 7 AM to 7 PM (Eastern Time), Mondays through Fridays (excluding U.S. Federal holidays). Mark43 also provides a 24/7 email based help desk for the SaaS Services as set forth in Schedule A.
- 2.5 Restrictions on Use. Subscriber and its Authorized Users will not (and will not permit any third party to): (i) share Subscriber’s or any Authorized User’s login credentials; (ii) reverse engineer, decompile, disassemble, or otherwise attempt to discern the source code, underlying ideas, algorithms, file formats, or interface protocols of the SaaS Services or of any files contained in or generated by the SaaS Services; (iii) copy, modify, adapt or translate the SaaS Services or the Third Party Data, or otherwise make any use, resell, distribute or sublicense the SaaS Services or the Third Party Data other than in connection with this Agreement; (iv) make the SaaS Services available on a “service bureau” basis or allow any third parties to

use the SaaS Services; (v) disclose the SaaS Services or any of its components to third parties; (vi) remove or modify any proprietary marking or restrictive legends placed on the SaaS Services or the Third Party Data; (vii) use the SaaS Services or the Third Party Data in violation of any Applicable Law; (viii) create or augment any mapping-related dataset including a mapping or navigation dataset, business listings database, mailing list, or telemarketing list) for use in an implementation that is not connected to the Services; (ix) use the SaaS Services or the Third Party Data in violation of any Applicable Law; (x) introduce into the Services any viruses, worms, defects, Trojan horses, malware, or any items of a destructive nature; (xi) use the Services to post advertising or listings; (xii) use the Services to defame, abuse, harass, stalk, or threaten others; (xiii) permit access or use of the Services by any individual outside the United States; (xiv) hide or obscure any Authorized User's location; (xv) permit access or use of the Services, for any activities other than to enhance Subscriber's own services, where reliance solely on, or failure to use, the Services could lead to death, personal injury, or property damages. Subscriber and its Authorized Users will not access the SaaS Services if in direct competition with Mark 43, and will not allow access to the SaaS Services by any party who is in direct competition with Mark43, except with Mark43's prior written consent. Subscriber shall comply with additional restrictions on use of the Services in Additional Terms, as defined in Section 2.10 below.

- 2.6 Security Obligations. Subscriber agrees it and its Authorized Users shall securely manage their respective password(s) for access to the SaaS Service. Subscriber agrees it shall notify Mark43 promptly in the event it becomes aware of any unauthorized access or use of the SaaS Service, or of any of its or its Authorized Users passwords or accounts. Unless expressly stated otherwise in this Agreement, a single username or password may not be used by more than one (1) Authorized User. [In addition, Authorized Users may log into the SaaS Service from only one location at any given time – concurrent usage (or sign in) under a single username is prohibited.] Subscriber is responsible for all activities conducted within User accounts in use of the SaaS Service. Subscriber shall comply with all applicable local, state, federal and regional or other laws and regulations applicable in connection with use of the SaaS Service, including all those related to data privacy and the transmission of technical or personal data. Subscriber agrees to (a) provide true, accurate, current and complete registration data for each account it creates via the SaaS Service, and (b) maintain and promptly update the registration data to keep it true, accurate, current and complete.
- 2.7 Title. As between Mark43 and Subscriber, Mark43 retains title to and ownership of the SaaS Services, including all copyrights and other Intellectual Property Rights relating thereto. Mark43's licensors retain title to and ownership of the Third Party Data and the Third Party Components, including all copyrights and other intellectual property rights relating thereto. Subscriber will have no rights with respect to the SaaS Services, the Third Party Data or the Third Party Components other than those expressly granted under this Agreement. Any suggestions for changes or improvements to Services that Subscriber provides to Mark43, whether solicited by Mark43 or not, shall be owned by Mark43 and Subscriber hereby irrevocably assigns, and shall assign, to Mark43 all right, title, and interest in and to such



suggestions. Mark43 shall have no obligation to incorporate such suggestion into its products or Services.

- 2.8 Subscriber Data. As between Mark43 and Subscriber, Subscriber owns and shall retain all right, title, and interest, including, without limitation, all Intellectual Property Rights, in and to the Subscriber Data. Subscriber shall have the sole responsibility for the accuracy, quality, and legality of the Subscriber Data, including obtaining all rights and consents necessary to share the Subscriber Data with Mark43 as set forth in this Agreement. Notwithstanding anything to the contrary contained herein, Subscriber hereby grants to Mark43 an irrevocable, worldwide, royalty free, non-exclusive, transferable, sublicensable license to use the Subscriber Data to: provide the SaaS Services to Subscriber and other Mark43 subscribers; analyze the Subscriber Data in anonymized and/or aggregate form in order to operate, maintain, manage, and improve the SaaS Services, create new products and services, and share and/or license this aggregate data to Affiliates, agents, business partners, and other third parties; for Mark43's internal purposes to improve the Applications, Software, and related services, and any other uses disclosed in or related to performance under the Agreement or any statement of work.
- 2.9 Third Party Applications. If Subscriber installs or enables a Third Party Application for use with the SaaS Services, Subscriber grants (and will cause the applicable third party to grant) Mark43 permission to access Subscriber Data stored on that Third Party Application as required for the interoperation of that Third Party Application with the SaaS Services. In no event will Mark43 be responsible for any Third Party Application, or for any failure of a Third Party Application to properly interoperate with the SaaS Services. If Mark43 receives information that a Third Party Application may violate any Applicable Laws or Third Party rights, Subscriber will, promptly upon receiving notice of the foregoing from Mark43, disable any connection between such Third Party Application and the SaaS Services to resolve the potential violation (and if Subscriber fails to promptly disable such connection, Mark43 shall have the right to do so). In addition, in the event that Subscriber fails to properly obtain the grant of rights to Mark43 to access and use Third-Party Data as required for the interoperation of that Third-Party Application, Subscriber shall defend, indemnify, and hold harmless Mark43 from any and all claims based on Mark43's use of such Third-Party Application.
- 2.10 Third Party Components.
- (a) Use of Third-Party Components. Mark43 may use Vendors to subcontract the performance of its duties and obligations hereunder and to provide certain functions of the Services, including without limitation, hosting and data analysis. Certain Vendor policies and terms and conditions of service shall apply to the Services. Such terms, or URL locator addresses for such terms, will be provided on Schedule D or in writing from time to time, "Additional Terms." If any of the Vendors and/or licensors of the Third-Party Components require Mark43 to flow down any Additional Terms Subscriber, Subscriber's use of such Third-Party Components, as incorporated into the SaaS Service, shall be subject to such Additional Terms. In the event of any inconsistency or conflict between the Additional Terms and the terms of this Agreement, such Additional Terms shall



govern with respect to Subscriber's use of the applicable Third Party Component.

- (b) DISCLAIMER REGARDING THIRD PARTY COMPONENTS. MARK43, NOT BEING THE PROVIDER OR MANUFACTURER OF THE THIRD PARTY COMPONENTS, NOR THE PROVIDERS' OR MANUFACTURERS' AGENT, MAKES NO EXPRESS OR IMPLIED WARRANTY OF ANY KIND WHATSOEVER WITH RESPECT TO THE THIRD PARTY COMPONENTS AND DISCLAIMS ANY SUCH WARRANTIES THAT MIGHT OTHERWISE EXIST.

- 2.11 Third Party Data. Subscriber shall access and use the Third Party Data in accordance with the terms and conditions of the agreement between the Subscriber and the provider of such Third Party Data. MARK43, NOT BEING THE PROVIDER OR MANUFACTURER OF THE THIRD PARTY DATA, NOR THE PROVIDERS' OR MANUFACTURERS' AGENT, MAKES NO EXPRESS OR IMPLIED WARRANTY OF ANY KIND WHATSOEVER WITH RESPECT TO THE THIRD PARTY DATA AND DISCLAIMS ANY SUCH WARRANTIES THAT MIGHT OTHERWISE EXIST.
- 2.12 Agreements with Third Party Providers. Subscriber, and not Mark43, is solely responsible for establishing any required agreement(s) and/or statement(s) of work with Third Party Providers in connection with the interfaces, and for paying all fees, costs and expenses of Third Party Providers.
- 2.13 Changes to Services. Mark43 may make changes and Updates to its Services, provided that it does not materially derogate the overall quality of the Services. Mark43 does not guarantee that the Services are or will remain compatible with any particular third party software or equipment, and may, upon written notice, terminate its support for, any software or equipment of Subscriber that Mark43 determines are incompatible with the operation of the Services.

### 3. FEES AND PAYMENT TERMS.

- 3.1 Fees for Mark43 Services. Subscriber will pay Mark43 fees as stated on Schedule A (the "Fees") attached hereto in accordance with the payment schedule set forth on Schedule A. All payments of Fees are non-refundable. All amounts stated in this Agreement or on any invoice are in U.S. dollars, and all payments will be made in U.S. dollars. Unless prohibited by local law, overdue payments will accrue interest at the lesser of one and one-half percent (1.5%) per month or the maximum allowable interest under Applicable Law, from due date until paid. Subscriber will pay any sales, use or other tax related to the license and services provided hereunder, exclusive of income taxes and payroll taxes relating to Mark43's employees. Subscriber agrees that its use of and payment for Services constitutes its inspection and acceptance of such Service.
- 3.2 Third-Party Data and Third-Party Components. Additional fees may apply to the use of certain Third-Party Data and Third-Party Components, which if provided by Mark43, such fee may be included within the Fees. Mark43 may pass through any increase in such fees for Third Party Components or Third Party Data, relating to any existing Services, by giving Subscriber thirty (30) days' advance notice.

- 3.3 Taxes. Subscriber will pay all taxes, including sales, use, excise, and other governmental fees, duties, and charges (and any penalties, interest, and other additions thereto) that are imposed on Subscriber or Mark43 with respect to the transactions and payments under this Agreement (excluding taxes based on Mark43's income or employment) ("Indirect Taxes"). All Fees are exclusive of Indirect Taxes. If any such taxes are required to be withheld on any payment, Subscriber will pay such additional amounts as are necessary so that the net amount received by Mark43 is equal to the amount then due and payable under this Agreement.

#### 4. TERM AND TERMINATION.

##### 4.1 Term.

(a) Initial Term. The initial term of this Agreement begins on the Effective Date and will continue for the period set forth on Schedule A, unless and until terminated in accordance with Section 4.2 (the "Initial Term").

(b) Renewal Terms. Upon expiration of the Initial Term or any Renewal Term, this Agreement will automatically renew for successive periods as set forth on Schedule A (each, a "Renewal Term") at the rates set forth on Schedule A, unless either party provides the other with written notice of non-renewal at least thirty (30) days prior to the expiration of the then-current term.

##### 4.2 Temporary Suspension and Termination.

(a) Either party may terminate this Agreement upon written notice to the other party, if the other party breaches a material term of this Agreement and such breach remains uncured for thirty (30) days after the other party's receipt of such notice.

(b) If Mark43 reasonably determines that Subscriber's use of the Services either: (i) fails to comply with the Restrictions on Use in Section 2.5; (ii) poses a security risk to the Services or any third party, (iii) creates or is likely to create an adverse impact on Mark43's systems, the Services, or the systems or content of any other subscriber; or (iv) subjects Mark43 or its Affiliates to possible liability, then Mark43 may immediately upon notice temporarily suspend Subscriber's and any Authorized User's right to access any portion or all of the Services, pending remedial action by Subscriber, or after a period of 30 days, terminate the Services.

##### 4.3 Effect of Termination. In the event of any termination or expiration of this Agreement,

- (a) Subscriber will pay Mark43 all amounts payable hereunder as of the termination or expiration date;
- (b) all rights and licenses granted hereunder to Subscriber (as well as all rights granted to any Authorized Users of Subscriber) will immediately cease, including but not limited to all use of the SaaS Services; and
- (c) Mark43 will provide records to Subscriber in accordance with its transition assistance services ("Transition Assistance") as set forth in Schedule B.
- (d) Subscriber will, upon written request of Mark43, either return to Mark43 or provide Mark43 with written certification of the destruction of, all documents,

computer files and other materials containing any Confidential Information of Mark43 that are in Subscriber's possession or control.

- 4.4 Survival. The following provisions will survive any termination or expiration of this Agreement: Section 2.7 ("Subscriber Data"), Section 2.9 ("Third Party Components"), Section 2.10 ("Third Party Data"), Section 4.3 ("Effect of Termination"), Section 5 ("Confidentiality"), Section 6.2 ("Disclaimer"), Section 7 ("Limitation of Liability"), Section 8 ("Indemnification"), Section 9 ("Miscellaneous Provisions"), Schedule B ("Transition Assistance") and this Section 4.4 ("Survival").

## 5. CONFIDENTIALITY.

- 5.1 Definition of Confidential Information. For the purposes of this Agreement, "Confidential Information" means: (a) with respect to Mark43, the SaaS Services, and any and all source code relating thereto, as well as Documentation and non-public information or material regarding Mark43's legal or business affairs, financing, customers, properties or data, and (b) with respect to Subscriber, any non-public information or material regarding Subscriber's legal or business affairs, financing, customers, properties or data. Notwithstanding any of the foregoing, Confidential Information does not include information which: (i) is or becomes public knowledge without any action by, or involvement of, the party to which the Confidential Information is disclosed (the "Receiving Party"); (ii) is documented as being known to the Receiving Party prior to its disclosure by the other party (the "Disclosing Party"); (iii) is independently developed by the Receiving Party without reference or access to the Confidential Information of the Disclosing Party and is so documented; or (iv) is obtained by the Receiving Party without restrictions on use or disclosure from a third person who did not receive it, directly or indirectly, from the disclosing party.
- 5.2 Use and Disclosure of Confidential Information. The Receiving Party will, with respect to any Confidential Information disclosed by the Disclosing Party before or after the Effective Date: (i) use such Confidential Information only in connection with the Receiving Party's performance of this Agreement; (ii) subject to Section 5.4 below, restrict disclosure of such Confidential Information within the Receiving Party's organization to only those of the Receiving Party's employees and independent contractors who have a need to know such Confidential Information in connection with the Receiving Party's performance of this Agreement and (iii) except as provided herein, not disclose such Confidential Information to any third party unless authorized in writing by the Disclosing Party to do so.
- 5.3 Protection of Confidential Information. The Receiving Party will protect the confidentiality of any Confidential Information disclosed by the Disclosing Party using at least the degree of care that it uses to protect its own confidential information (but no less than a reasonable degree of care).
- 5.4 Employee and Independent Contractor Compliance. The Receiving Party will, prior to providing any employee or independent contractor access to any Confidential Information of the Disclosing Party, inform such employee or independent contractor of the confidential nature of such Confidential Information and require

such employee or independent contractor to comply with the Receiving Party's obligations hereunder with respect to such Confidential Information.

- 5.5 Required Disclosures. If a party is requested to disclose any of the other party's Confidential Information pursuant to any judicial or governmental order, that party will not disclose the Confidential Information without first giving the other party written notice of the request and sufficient opportunity to contest the order, to the extent such notice and opportunity to contest may be lawfully given. If one party is nonetheless legally compelled to disclose Confidential Information, such party may, without liability hereunder, disclose to such tribunal only that portion of the Confidential Information which such counsel advises it is legally required to be disclosed, provided that such party shall use its best efforts to preserve the confidentiality of the Confidential Information, including, without limitation, by cooperating with the other party to obtain an appropriate protective order or other reliable assurance that confidential treatment will be afforded the Confidential Information by such tribunal. Without limiting the foregoing, Subscriber shall notify Mark43 of any requests for records relating to Mark43 (including, without limitation, user guides or Documentation, or documents submitted by Mark43 in response to the RFP) within 24 hours of receipt of the request and provide Mark43 with at least twenty-one (21) days' notice before disclosing any such records. Without limiting the foregoing, and unless prohibited by law, Subscriber further agrees to indemnify and hold harmless Mark43, its Affiliates, and each of their officers, directors, managers, shareholders, members and employees from all claims, liabilities, costs and expenses (including without limitation, reasonable attorneys' fees and expert and consulting fees), incurred or expended by Mark43 in connection with a request for the disclosure of Confidential Information of Mark43 or Subscriber Data.
- 5.6 Information Collected Through SaaS Services. Subscriber is solely responsible for compliance with applicable laws related to the manner in which Subscriber chooses to use the Services, including Subscriber's transfer and processing of Subscriber Data. Subscriber understands and agrees that when it uses certain features of the SaaS Services, certain information and data may be collected from Authorized Users, including monitoring and recording activity, and tracking physical location, which may include personal identifying information. Subscriber agrees that Mark43 may use such information to (i) provide more effective Services, (ii) to develop and test its Services, (iii) to aggregate such information and combine it with that of other Users, and (iv) to use anonymous aggregate data to improve the Services or for marketing, research or other business purposes. Provision of Services may involve the disclosure of such information to Vendors or Affiliates on the condition that they agree to treat such information in a manner substantially in accordance with this Agreement. Subscriber may revoke its consent to Mark43's collecting and using such data at any time by written notice to Mark43; provided, however, that Subscriber agrees that such revocation of consent may impair or render impossible the Subscriber's use of the SaaS Services.
- 5.7 CJIS Standards; Employee Background Checks.
- (a) Subscriber understands and agrees that Mark43 utilizes third party vendors ("Hosting Providers") to host the SaaS Services. As of the Effective Date of this

Agreement, Mark43 utilizes Amazon Web Services (AWS) as its Hosting Provider for the SaaS Services. Subscriber may request reasonable records from Mark43 from time to time to assess Mark43's adherence to requirements of the applicable CJIS Security Policy promulgated by the FBI. For the avoidance of doubt, Subscriber may need the consent of Hosting Provider to obtain any records or information from Hosting Provider.

- (b) Subscriber will have the opportunity to run background checks on Mark43 employees that will have direct access to Subscriber Data in the production environment (such employees, the "Covered Employees"), provided that Mark43 may assume that a Covered Employee has been cleared by Subscriber if Mark43 does not receive an adverse response from Subscriber within two (2) weeks of a submission of a background check request.

## 6. REPRESENTATIONS AND WARRANTIES.

- 6.1 Power and Authority. Each party represents and warrants that it has the full right, power and authority to enter into this Agreement and to discharge its obligations hereunder and that the person signing this Agreement on behalf of the party has the authority to bind that party. Subscriber represents and warrants that it has obtained, and shall have, all necessary approvals, consents, and authorizations necessary for procurement under this Agreement and that its obligations under this Agreement do not, and shall not, exceed any budget authority limitations, during the Term of this Agreement. Subscriber further represents that it has not received federal funding in connection with procurement under this Agreement.
- 6.2 No Other Warranties. Use of the SaaS Services is not intended to be a substitute for the professional judgment of dispatchers, law enforcement officers, or first responders. The SaaS Services do not provide legal advice. Subscriber shall be responsible for all its own actions or failure to act in connection with the SaaS Services. Mark43 cannot guarantee that every error in the SaaS Services or problem raised by Subscriber will be resolved. THE SERVICES, THE THIRD PARTY COMPONENTS, AND THE THIRD PARTY DATA ARE PROVIDED "AS IS." MARK43 ASSUMES NO RESPONSIBILITY OR RISK FOR SUBSCRIBER'S USE OR MISUSE OF, OR FAILURE TO USE, THE INFORMATION PROVIDED THROUGH THE SAAS SERVICES. MARK43 MAKES NO WARRANTY THAT THE SERVICES WILL BE COMPLIANT WITH ANY REQUIREMENTS OF CJIS (CRIMINAL JUSTICE INFORMATION SERVICES) OR CLETS (CALIFORNIA LAW ENFORCEMENT TELECOMMUNICATIONS SYSTEM) OR ANY EQUIVALENT. DUE TO THE NATURE OF SOFTWARE AND THE INTERNET, MARK43 CANNOT GUARANTEE THAT EVERY ERROR IN THE SAAS SERVICES OR PROBLEM RAISED BY SUBSCRIBER WILL BE RESOLVED. EXCEPT AS EXPRESSLY SET FORTH IN THIS SECTION 6 NEITHER PARTY MAKES ANY WARRANTY IN CONNECTION WITH THE SERVICES, THE THIRD PARTY COMPONENTS, THE THIRD PARTY DATA OR THIS AGREEMENT AND HEREBY DISCLAIMS ANY AND ALL IMPLIED OR STATUTORY WARRANTIES, INCLUDING ALL IMPLIED WARRANTIES OF TITLE, MERCHANTABILITY, NONINFRINGEMENT, FITNESS FOR A PARTICULAR PURPOSE, ERROR-FREE OR UNINTERRUPTED OPERATION OR THAT THE SERVICES, THIRD-PARTY COMPONENTS AND



THIRD-PARTY DATA ARE UP TO DATE, ACCURATE OR COMPLETE, SECURE FROM LOSS OR DAMAGE, OR FREE OF HARMFUL COMPONENTS, AND ANY WARRANTIES ARISING FROM A COURSE OF DEALING OR USAGE OF TRADE. To the extent that a party may not as a matter of Applicable Law disclaim any implied warranty, the scope and duration of such warranty will be the minimum permitted under such law.

7. LIMITATION OF LIABILITY.

- 7.1 Liability Exclusion. IN NO EVENT SHALL EITHER PARTY BE LIABLE TO THE OTHER FOR ANY INDIRECT, SPECIAL, PUNITIVE, EXEMPLARY OR CONSEQUENTIAL DAMAGES OR FOR ANY OTHER DAMAGES ARISING OUT OF OR IN CONNECTION WITH THE FURNISHING, PERFORMANCE, OR USE, OR FAILURE OF, OF THE SERVICES, THE THIRD PARTY COMPONENTS OR THE THIRD PARTY DATA PROVIDED UNDER THIS AGREEMENT, INCLUDING WITHOUT LIMITATION, PERSONAL INJURY, DEATH, DAMAGE TO PROPERTY, ENVIRONMENTAL DAMAGE, LOSS OF PROFITS, REVENUES, ANTICIPATED SAVINGS, CUSTOMERS, OPPORTUNITIES, DAMAGE TO PRIVACY, REPUTATION OR GOODWILL OR UNAVAILABILITY OF THE SERVICES, REGARDLESS OF WHETHER THE PARTY LIABLE OR ALLEGEDLY LIABLE WAS ADVISED, HAD OTHER REASON TO KNOW, OR IN FACT KNEW OF THE POSSIBILITY THEREOF.
- 7.2 Limitation of Damages. MARK43'S MAXIMUM LIABILITY ARISING OUT OF OR RELATING TO THIS AGREEMENT OR THE SERVICES PROVIDED HEREUNDER, REGARDLESS OF THE CAUSE OF ACTION (WHETHER IN CONTRACT, TORT, BREACH OF WARRANTY OR OTHERWISE), WILL NOT EXCEED THE AGGREGATE AMOUNT OF THE FEES PAID AND PAYABLE TO MARK43 BY SUBSCRIBER DURING THE SIX (6) MONTH PERIOD PRECEDING THE DATE ON WHICH THE CLAIM ARISES. MARK43 SHALL HAVE NO LIABILITY ARISING OUT OF OR RELATING TO THE THIRD-PARTY COMPONENTS OR THE THIRD-PARTY DATA.
- 7.3 Exceptions. NOTWITHSTANDING THE FOREGOING, THE EXCLUSIONS AND LIMITATIONS OF LIABILITY SET FORTH IN SECTION 7.1 AND SECTION 7.2 SHALL NOT APPLY TO DAMAGES ARISING FROM EITHER PARTY'S INDEMNITY OBLIGATIONS UNDER THIS AGREEMENT OR EITHER PARTY'S GROSS NEGLIGENCE OR WILLFUL MISCONDUCT.

8. INDEMNIFICATION.

- 8.1 Indemnification by Mark43. Mark43 will defend, indemnify and hold harmless Subscriber and its Authorized Users, and each of their officers, directors, managers, shareholders, members and employees from any and all claims, liabilities, costs and expenses (including reasonable attorney's fees and expert and consulting fees) in connection with any third party claim arising after the Effective Date that the use of the SaaS Services (excluding any open source software) in accordance with this Agreement infringes or misappropriates the United States intellectual property rights of third party; provided, however, that the foregoing obligations shall be subject to Subscriber (a) promptly notifying Mark43 of the claim, (b) providing

Mark43 with reasonable cooperation in the defense of the claim when Subscriber becomes aware and (c) providing Mark43 with sole control over the defense and negotiations for a settlement or compromise; provided, however, that Mark43 shall not enter into any such settlement without Subscriber's prior written consent, which consent will not be unreasonably withheld, and that Subscriber shall be permitted to participate in the defense of any such claim, at its own expense, with counsel of its choosing. Notwithstanding the foregoing, Mark43 shall have no obligation with respect to a third party claim to the extent the third party claim arises from: (s) claims arising out of acts or omissions of Subscriber or its users, employees or contractors; (t) claims brought by Subscriber or its Affiliates or Authorized Users; (u) claims arising from the use of old versions software after receipt of modified or updated versions of software; (v) claims arising from the use of Third Party Applications, Third Party Components or Third Party Data; (w) claims arising from any data, product specifications, information or materials provided by Subscriber hereunder, when used in connection with the SaaS Services or any customization or configuration made to the SaaS Service proposed by or provided by Subscriber under a Statement of Work; (x) use of the SaaS Services in combination with modules, apparatus, hardware, software, or services not authorized by Mark43 or specified in the Documentation for use with the SaaS Services; (y) use of the SaaS Services in a manner that is not in accordance with this Agreement or the Documentation; (z) the alteration or modification of the SaaS Services by a party other than Mark43, unless such alterations and modifications were authorized by Mark43 or specified in the Documentation for use with the SaaS Services.

- 8.2 Indemnification by Subscriber. Except where prohibited by law, Subscriber will defend, indemnify and hold harmless Mark43 and its Affiliates, and each of their officers, directors, managers, shareholders, members and employees from any and all claims, liabilities, costs and expenses (including reasonable attorney's fees and expert and consulting fees) in connection with (I) any third party claim arising from or relating to (i) any allegation that any data, product specifications, information or materials provided by Subscriber hereunder, including, without limitation, the Subscriber Data and Third Party Applications, when used in connection with the SaaS Services or any customization or configuration made to the SaaS Service proposed by or provided by Subscriber under a Statement of Work: (a) infringes or misappropriates any Intellectual Property Rights of a third party, or (b) violates any Applicable Laws; (ii) the actual or alleged violation of Applicable Law by Subscriber, any Authorized User, or any Affiliate, employee, agent or independent contractor of Subscriber; or (iii) Subscriber's breach of this Agreement; provided, however, that the foregoing obligations shall be subject to Mark43 (x) promptly notifying Subscriber of the claim, (y) providing Subscriber with reasonable cooperation in the defense of the claim and (z) providing Subscriber with sole control over the defense and negotiations for a settlement or compromise; provided, however, that Subscriber shall not enter into any such settlement without Mark43's prior written consent, which consent will not be unreasonably withheld, and that Mark43 shall be permitted to participate in the defense of any such claim, at its own expense, with counsel of its choosing; (II) disabling a connection to a Third Party Application at Subscriber's request; (III) Subscriber's actions or failure to act, resulting in any third-party claim for personal injury or death, damage to personal property or reputation,



environmental damage, interference with contract or employment, or violation of privacy; (IV) any request pursuant to a judicial or governmental order or other similar process, including but not limited to a subpoena or FOIA request or discovery request, seeking the disclosure of any Subscriber Data or other information collected or maintained by Mark43 in connection with the SaaS Services. For the avoidance of doubt, and without limiting the foregoing, Subscriber hereby acknowledges that Mark43 shall have no implicit or explicit obligation to challenge, oppose or defend against any request described in Clause (IV) of this subsection unless and until Subscriber reaffirms that it will honor its indemnification obligations as provided herein.

9. MISCELLANEOUS.

- 9.1 Notices. Unless otherwise specified herein, all notices and other communications between the parties required or permitted by this Agreement or by Applicable Law, will be deemed properly given, if given by (i) personal service, (ii) registered or certified mail, postage prepaid, return receipt requested, or (iii) nationally recognized private courier service, to the respective addresses of the parties set forth below or such other addresses as the respective parties may designate by like notice from time to time. Notices so given will be effective upon (a) receipt by the party to which notice is given; or (b) on the fifth (5th) business day following mailing, whichever occurs first:

If to Mark43:

Mark43, Inc.  
28 E. 28<sup>th</sup> Street  
12<sup>th</sup> Floor  
New York, NY 10016  
Attn: David Jochim  
Email: dave@mark43.com

If to Subscriber: \_\_\_\_\_

Copy to: \_\_\_\_\_

Copy to:  
Mark43, Inc.  
28 E. 28<sup>th</sup> Street  
12<sup>th</sup> Floor  
New York, NY 10016  
Attn: General Counsel  
Email:  
contractnotices@mark43.com

- 9.2 Assignment. Neither party may assign or otherwise transfer any of its rights or obligations under this Agreement without the prior, written consent of the other party; provided, however, that a party may, without the consent of the other party, assign or otherwise transfer this Agreement to any of its Affiliates or to an entity with or into which it is merged or consolidated or to which it sells its stock or other equity interests or all or substantially all of its assets. Any assignment or other transfer in violation of this section will be null and void. Subject to the foregoing, this

Agreement will be binding upon and inure to the benefit of the parties hereto and their permitted successors and assigns.

- 9.3** Dispute Resolution. In the event of a dispute arising under or relating to this Agreement, the parties agree to finally and exclusively resolve the dispute by binding arbitration governed by the Federal Arbitration Act ("FAA"). All disputes will be resolved before a neutral arbitrator, whose decision will be final except for a limited right of appeal under the FAA. Any court with jurisdiction over the parties may enforce the arbitrator's award. The arbitration shall be commenced and conducted under the Commercial Arbitration Rules of the American Arbitration Association (AAA) then in effect, which is available at the AAA website [www.adr.org](http://www.adr.org). If those rules conflict with this provision, this provision shall control. The arbitration shall be conducted before a panel of one or more arbitrators. The arbitrator(s) shall be selected from the AAA's National Roster of Arbitrators pursuant to agreement between the parties or through selection procedures administered by the AAA. The arbitration may be conducted in person, through the submission of documents, by phone or online. If conducted in person, the arbitration shall take place in New York, New York. The arbitrator(s) shall determine the matters in dispute strictly in accordance with the terms of this Agreement and the substantive law of the State of New York, excluding its principles of conflicts of laws, except that the interpretation and enforcement of this arbitration provision shall be governed by the FAA. The parties agree that New York, New York, USA is the proper forum for any appeals of an arbitration award or for trial court proceedings in the event that the arbitration provision herein is found to be unenforceable.

The award of the arbitrator(s) shall be the sole and exclusive remedy between the parties regarding any claims, counterclaims, issues or accountings presented or pled to the arbitrators, provided that THE ARBITRATOR(S) SHALL HAVE NO AUTHORITY TO AWARD EITHER PARTY ANY SPECIAL, PUNITIVE, INDIRECT, INCIDENTAL, OR CONSEQUENTIAL DAMAGES (INCLUDING DAMAGES FOR LOST PROFITS), OR ATTORNEYS' FEES OR COSTS. The parties may litigate in court and shall submit to the personal jurisdiction of the federal and state courts located in New York, New York, USA, for any action to do the following: (i) to compel arbitration; (ii) to stay proceeding pending arbitration; (iii) seek injunctive or other equitable relief to prevent the actual or threatened infringement, misappropriation or violation of a its copyrights, trademarks, trade secrets, patents, or other intellectual property or proprietary rights, including any provisional relief required to prevent irreparable harm; (iv) to protect or defend the ownership, validity or enforcement of any intellectual property rights; (v) or to confirm, modify, vacate or enter judgment on the award entered by the arbitrator. The parties agree that New York, NY USA is the proper forum for any appeals of an arbitration award or for trial court proceedings in the event that the arbitration provision herein is found to be unenforceable.

The arbitration award and record, and any Confidential Information that is used at or in connection with the arbitration shall not be disclosed to third parties by the arbitrator(s) or the parties without the prior written consent of both parties. Neither the fact that the arbitration occurred nor the result of the arbitration shall be admissible in evidence in a subsequent proceeding brought on the same claims that were presented at the arbitration.

- 9.4 Force Majeure. Except with respect to failure to pay any amount due under this Agreement, nonperformance of either party will be excused to the extent that performance is rendered impossible by strike, fire, flood, governmental acts that are not caused by or within the control of the nonperforming party, orders or restrictions, failure of suppliers, or any other reason where failure to perform is beyond the control and not caused by the negligence of the non-performing party.
- 9.5 No Waiver. The failure of either party to enforce at any time for any period any provision hereof will not be construed to be a waiver of such provision or of the right of such party thereafter to enforce each such provision, nor shall any single or partial exercise of any right or remedy hereunder preclude any other or further exercise thereof or the exercise of any other right or remedy. No waiver of any rights is to be charged against any party unless such waiver is in writing signed by an authorized representative of the party so charged.
- 9.6 Amendment. No modification, change or amendment to this Agreement shall be effective unless in writing signed by Subscriber and Mark43. No term included in any invoice, estimate, confirmation, acceptance, purchase order or any other similar document in connection with this Agreement will be effective unless expressly stated otherwise in a separate writing signed by Subscriber and Mark43.
- 9.7 Relationship of the Parties. The relationship of the parties established by this Agreement is that of independent contractors and nothing contained herein will be construed to (a) give any party any right or authority to create or assume any

obligation of any kind on behalf of any other party or (b) constitute the parties as partners, joint ventures, co-owners or otherwise as participants in a joint or common undertaking.

- 9.8 Severability. Any term or provision of this Agreement that is invalid or unenforceable in any jurisdiction will, to the extent the economic benefits conferred thereby to the parties remain substantially unimpaired, be ineffective to the extent of such invalidity or unenforceability without rendering invalid or unenforceable the remaining terms and provisions or affecting the validity or enforceability of any of such terms or provisions in any other jurisdiction.
- 9.9 Headings. The titles and headings contained in this Agreement are for reference purposes only and shall not in any manner limit the construction or interpretation of this Agreement.
- 9.10 Counterparts. This Agreement may be executed, including by electronic signature, in two or more counterparts, each of which shall be an original and all such counterparts together shall constitute one and the same instrument. Electronically executed or electronically transmitted (including via facsimile transmission) signatures have the full force and effect of original signatures.
- 9.11 Cumulative Remedies. All remedies for breach of this Agreement are cumulative, and may be exercised concurrently or separately, and the exercise of any one remedy shall not be deemed an election of such remedy to the exclusion of other remedies.
- 9.12 Export Compliance. In connection with this Agreement, each party will comply with all applicable import, re-import, export, and re-export control laws and regulations, including the Export Administration Regulations, the International Traffic in Arms Regulations, and country-specific economic sanctions programs implemented by the Office of Foreign Assets Control.
- 9.13 Compliance with Laws. Each party shall comply with all Applicable Laws relating or pertaining to the use of the Services. Subscriber shall ensure that its use of all Subscriber Data complies with all Applicable Laws relating to the privacy of third parties or the protection of their personal data promulgated by any governmental, municipal, or legal authority having jurisdiction over Subscriber or the End User Data covered by this Agreement. "Applicable Laws" means all applicable provisions of all (x) constitutions, treaties, statutes, laws (including the common law), rules, directives, regulations, ordinances, codes or orders of any governmental authority and (y) orders, decisions, injunctions, judgments, awards and decrees and consents of or agreements with any such entity. Each party shall comply with local anti-bribery laws as well as the U.S. Foreign Corrupt Practices Act, as well as any other applicable laws and regulations. In connection with its performance under the Agreement, neither party shall directly or indirectly: (A) offer, pay, promise to pay, or authorize the payment of any money, gift or other thing of value to any person who is an official, agent, employee, or representative of any government or instrumentality thereof or to any candidate for political or political party office, or to any other person while knowing or having reason to believe that all or any portion of such money, gift or thing of value will be offered, given, or promised, directly or

indirectly, to any such official, agent, employee, or representative of any government or political party, political party official or candidate; (B) offer, promise or give any person working for, or engaged by, the other party a financial or other advantage to (i) induce that person to perform improperly a relevant function or activity; or (ii) reward that person for improper performance of a relevant function or activity; or (C) request, agree to receive or accept any financial or other advantage as an inducement or a reward for improper performance of a relevant function or activity in connection with this Agreement. Each party represents and warrants that it shall be responsible for compliance with this provision by all third parties engaged by it to perform services related to this Agreement and shall require that such third parties agree to comply with all legal requirements required of such party under this Agreement.

**9.14** Certain Waivers Unenforceable. Subscriber agrees that it will not ask Mark43, or any Mark43 employee or contractor, to sign a document that waives liability for property damage, injury, or death that occurs on Subscriber's real property or property (such as vehicles) that is owned or controlled by Subscriber, or in the course of performing a ride-along or comparable activity with Subscriber's personnel. Subscriber further agrees that any waiver signed by a Mark43 employee or contractor is null, void, and unenforceable against Mark43 and its employees and contractors.

**9.15** Entire Agreement. This Agreement supersedes all previous understandings, agreements and representations between the parties, written or oral and constitutes the entire agreement and understanding between the parties with respect to the subject matter thereof and incorporates all representations, warranties, covenants, commitments and understandings on which they have relied in entering into this Agreement, and, except as provided for herein, neither party makes any covenant or other commitment concerning its future action nor does either party make any promises, representations, conditions, provisions or terms related thereto.

**9.16** Supporting Documents.

The following documents are, by this reference, expressly incorporated into this Agreement and are collectively referred to herein as the "Supporting Documents:"

- Schedule A: Services Schedule
- Schedule B: Transition Assistance
- Schedule C: Technical Requirements
- Schedule D: Additional License Terms

This Agreement and the Supporting Documents shall be construed to be mutually complimentary and supplementary whenever possible. In the event of a conflict that cannot be resolved, the provisions of this Agreement itself shall control over any conflicting provisions in any of the Supporting Documents.

**IN WITNESS WHEREOF**, the parties have caused this Agreement to be executed by their duly authorized representatives.

**MARK43, INC.**

**[SUBSCRIBER]**

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

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

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

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

Title:\_\_\_\_\_

Title:\_\_\_\_\_

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

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

## **SCHEDULE A**

### **Services Schedule**

1. **Services.** The Services covered by this Agreement consists of the following:

a. **Professional Services:**

i. **Implementation Phase:**

1. Project Management
2. RMS Interface Development (Subject to consent and cooperation of the third parties)
  - a. TBD
  - b. TBD
3. RMS Interface Control Documentation
4. RMS Data Conversion Study
5. RMS Data Conversion (Legacy vendor will provide Subscriber RMS data to Mark43 in a SQL Server or MYSQL relational database)
6. RMS Configuration
7. RMS Interface Testing
8. RMS Functional Testing
9. RMS Trainer Training
10. RMS Cutover Support
11. TBD

ii. **Post-implementation Phase**

1. TBD
- 2.
- 3.

iii. **Optional Professional Services:**

1. TBD
- 2.
- 3.

b. **SaaS Services:**

i. The Applications to be provided are described as follows:

**1. Mark43 Records Management (RMS)**

**Report Writing**

- In-station and mobile field reporting
- Incident, Offense and Arrest Reports
- Field Contact Reports
- Use of Force Reports
- Active Error Validation
- Smart Duplicate Data Entry Logic and Prevention
- Unlimited Report Attachments
- Auto-Validation of Fields, Locations and People



- Word Processing Tools
- Context Sensitive Report Export Formats
- Fully Report Audit History
- Email and In-App Notifications
- User Specific Reports Dashboard

#### **Case Management**

- Seamless Report Import
- Active Master Entity Sync
- Unlimited Case Attachments
- Dashboard for Case Tracking
- Configurable Task Lists by Case Type
- Dynamic Master Entity Profiles
- Email and In-App Notifications
- Context-Sensitive Case Export Formats

#### **Property and Evidence**

- Mobile Device Application for Barcode Scanning, Audits and ID Capture
- Automatic Custodial Property Report Generation
- Master Item Profile
- Configurable Barcodes and Disposition Notifications
- Bulk Item Filtering and Actioning
- Dashboard for Inventory Management
- Immutable Chain of Custody
- Storage Location Setup and Customization
- Email and In-App Notifications
- Full Evidence Audit History
- Chain of Custody Validations and Guardrails
- Digitally capture signatures and photos ID's
- Batch Label Printing
- Support for Zebra Printing
- Automated disposition approval process with customizable retention periods

#### **Warrant Management**

- Linked Incident/Arrest Reports, Warrants, and Entity Records
- Dashboard for Warrant Tracking and Management
- Configurable Warrant Number Format, Fields and Permissions
- Context-Sensitive Warrant Export Formats

#### **Stat Reporting and Crime Analysis**

- Active Error Detection
- Automatic NIBRS Code Mapping
- Integrated NIBRS Workspace for Report Creation
- Advanced RMS and Entity Search

- Multi-Input and Fuzzy Match Search Filters
- Comprehensive Analysis Filters

### **System Administration**

- Configurable Permissions& Roles for Individual Users& Records
- Configurable Fields, Statutes, Codes& Validation Rules
- Shapefile Import
- Configurable Street & Location Aliases
- Configurable Department Alerts & Notifications
- IP Address Whitelisting & Blacklisting for Enhanced Security
- Open API for Third- Party Connections
- Custom Units, Teams and User Roles
- Automatic UCR & NIBRS coding
- Permission- based Read/ Write Privileges

## **2. Mark43 Data Exchange [optional Application]**

- a. If agreed by the Parties, Mark43 or a partner/subcontractor will connect the Mark43 Public Safety Platform to Federal, state and local criminal justice data sources. Mark43 utilizes a third party middleware component in the Mark43 Public Safety Platform and uses a third party to perform services to setup and maintain these connections and provides support during training, configuration and implementation phases of the project. If Subscriber elects to purchase, the Parties agree to evaluate the requirements together and agree on a time frame for completion. Subscriber is responsible for determining which of these downstream data feeds will continue to receive information at cutover. Subscriber, with the consent of Mark43, is also responsible for determining the policies and procedures surrounding interfaces between Mark43 Applications and third-party databases. Subscriber understands and agrees that third party service providers and Mark43 may impose additional license, warranty and other terms on Subscriber. Subscriber agrees to enter into additional agreements as reasonably required by such third parties and Mark43, including, without limitation, a different warranty/SLA addressing uptime and maintenance of the Data Exchange Services.

## **3. Mark43 Data Lake [optional Application]**

- a. If Subscriber elects to purchase Mark43 Data Lake, the Parties agree to evaluate the requirements together and agree on a time frame for completion. Subscriber understands and agrees that third party service providers may impose additional license, warranty and other terms on Subscriber. Subscriber agrees to enter into additional agreements as reasonably required by such third parties and Mark43, including, without limitation, a different warranty/SLA addressing uptime and maintenance.

- ii. Upon completion of the Professional Services (Implementation Phase), during the Regular Usage Period Mark43 will provide Subscriber with the SaaS Services for the Fees set forth in Section 4 below (the “**Regular Usage Period**”). [The parties anticipate that the Regular Usage Period will commence on or about \_\_\_\_\_.]
2. **Initial Term**. The Initial Term is the [number] [year/month] period commencing on the Effective Date.
3. **Renewal Terms**. Any Renewal Terms shall be for a period of [number] [year/month].
4. **Fees**:
  - a. Professional Services:
    - i. TBD
    - ii.
    - iii.
  - b. Subscription Fee:
    - i. RMS: The Subscription Fee for the [RMS Application] for the Initial Term is \$[\_\_\_\_\_] per year.
    - ii.[Other]
  - c. Optional Services:
    - i. TBD
    - ii.
    - iii.
    - iv.

Mark43 will notify Subscriber of any changes to the Fees for a Renewal Term at least forty-five (45) days prior to the start of the Renewal Term.
5. **Payment Schedule**. Subscriber will pay the Fees on the following schedule:
  - a. Initial Term: \$[\_\_\_\_\_]. Fees will be paid on the following schedule:
    - i. [describe schedule]
    - ii.
  - b. Renewal Term: Fees for any Renewal Term will be paid in full in advance on the first day of the Renewal Term.
6. **Support Services**. As part of the SaaS Services, subject to Section 2.4, Mark43 shall establish, sufficiently staff and maintain the organization and processes necessary to provide telephone and/or email based technical support, troubleshooting, error identification, isolation and remediation, and other assistance directly to Subscriber and its Authorized Users to support Subscriber’s use, deployment and validation of the SaaS Services on a 24x7 basis, and after normal business hours and on holidays, as necessary to support Mark43’s obligations under this Agreement. The contact information for Mark43’s technical

support organization is Support@mark43.com and Mark43 will notify Subscriber in writing of any changes no less than 5 days in advance. Mark43 shall provide Subscriber with online access to its knowledge database and any other resource containing information that will aid in problem and error resolution and correction, as well as any other technical resources made electronically available to any of Mark43's other customers. The Mark43 account manager or primary point of contact for Subscriber with respect to this Agreement will be \_\_\_\_\_.

7. **Service Levels.** Mark43 shall provide the Applications in accordance with the following services levels.
- a. **Service Levels for the Records Management System and Evidence Management Applications (hereinafter, "RMS").**
- i. **RMS Availability.** During any calendar month of a Regular Usage Period, the RMS shall be available to users no less than 99.9% of the time on a 24x7 basis, excluding scheduled maintenance of the RMS ("**RMS Scheduled Downtime**"); provided, however, that Mark43 is not responsible for any downtime of the RMS caused by Third Party Data services (e.g. Department of Motor Vehicles license plate database), or Third Party Components, and such Third Party downtime will not count against the service levels promised herein; provided, further, that Mark43 shall be responsible for any downtime of RMS caused by Integrated Third Party Software (as defined below) solely to the extent specified in Section 7(b) below ("**Service Levels for Integrated Third Party Software**"). Mark43 shall provide Subscriber with prompt notification as soon as it becomes aware of any actual or potential unscheduled downtime (defined below) of the RMS, as well as continual periodic updates during the unscheduled downtime regarding Mark43's progress in remedying the unavailability and the estimated time at which the RMS shall be available.
- ii. **RMS Service Credits.** In the event that Mark43 fails to make the RMS available at least 99.9% of the time in any given month during the Regular Usage Period due to RMS Unavailability (as defined below), Mark43 will credit the Subscriber's account for the unavailable RMS as follows:

| RMS Availability (Monthly) | Credit Percentage |
|----------------------------|-------------------|
| Above 99.9%                | 0%                |
| 99.8 – 99.0%               | 10%               |
| 98.9 – 98.0%               | 20%               |
| Below 97.9%                | 30%               |

"RMS Unavailability" is defined as the percentage of minutes per month in which the RMS is completely and generally unavailable for Subscriber's use (but not the use of any one Authorized User), provided that RMS Unavailability does not include any unavailability attributable to: (a) RMS Scheduled Downtime for maintenance (whether by Mark43, by a vendor, or by Subscriber); (b) acts or omissions of Subscriber or any Subscriber user of the RMS; (c) server downtime related to connectivity issues resulting from Third Party-managed VPN access to hosted server or Subscriber

internal network problems; (d) defects or bugs in the Applications or Software caused by Subscriber, any Authorized User, or any Affiliate, employee, agent or independent contractor of Subscriber; or (e) any other cause(s) beyond Mark43's reasonable control, including but not limited to those caused by Third Party Data services (e.g. Department of Motor Vehicles license plate database), Third Party Components, overall internet congestion or a force majeure. Subscriber will be responsible for immediately notifying Mark43 of all Third Party-managed VPN access and internal or external (e.g. internet service provider) network problems that arise.

"Credit Percentage" means the applicable percentage of the portion of the Fees attributable to Services in the calendar month in which the RMS Unavailability occurs. For example, if Subscriber has paid Mark43 \$1,000 for one year of a Regular Usage Period, and the RMS Availability falls to 99.5% during any calendar month in that year, then Mark43 will owe Subscriber a 10% credit on that month's portion of the Fee, or:  $\$1,000/12 = \$83.33$  per month, and  $10\% \text{ of } \$83.33 = \$8.33$ . In this example, Mark43 would owe Subscriber \$8.33 in credit for the month in which RMS Availability fell to 99.5%.

In order to receive this credit, Subscriber must notify Mark43 in writing within fifteen (15) days following the end of the month the RMS Unavailability occurred. All claims are subject to review and verification by Mark43 prior to any credits being granted. Mark43 will acknowledge credit requests within fifteen (15) business days of receipt and will inform Subscriber whether such claim request is approved or denied. The issuance of RMS Service Credit by Mark43 hereunder is Subscriber's sole and exclusive remedy for any failure by Mark43 to satisfy the service levels set forth in this Section 7(a).

- b. **[Proposed terms. Final terms will depend on which Integrated Third Party Software is used. Service Levels for Integrated Third Party Software.]** Notwithstanding anything else to the contrary contained herein, Mark43 shall be responsible for any downtime of or related to the Applications or Integrated Third Party Software (as defined below) that is caused by Integrated Third Party Software solely to the extent specified in this Section 7(b). Credit Percentages Service Credits referenced elsewhere in this Contract shall not apply to downtime caused by Integrated Third Party Software or the integrations or connections to Integrated Third Party Software.
- i. **Availability of Third Party Applications.** Schedule A identifies specific Third Party Application integrations (the "**Integrated Third Party Software**") to be performed by Mark43 during the Professional Services Period, and the Subscriber's and Mark43's respective rights regarding acceptance of those Services. During the Regular Usage Period, the Integrated Third Party Software shall be operational no less than 99.9% of the time on a 24x7 basis, excluding any scheduled maintenance of the Integrated Third Party Software (whether scheduled by Mark43 or by the third party provider, the "**Integration Scheduled Downtime**"); provided, however, that Mark43 shall not be responsible for downtime caused by upgrades or updates to Integrated Third Party Software of which Mark43 does not receive the requisite advance notice, and such downtime will not count against the service levels promised herein. Mark43 agrees

that it shall schedule any Integration Scheduled Downtime on minimal traffic days whenever possible. The Parties further agree that Mark43 shall not schedule in excess of 90 minutes of Integration Scheduled Downtime in during any 30-day period. Mark43 shall provide Subscriber with immediate telephone notification to the point of contact set forth in the Contract as soon as it becomes aware of any actual or potential unavailability of an Integration other than Integration Scheduled Downtime (“**Integration Unscheduled Downtime**”), as well as continual periodic updates during the Integration Unscheduled Downtime regarding Mark43’s progress in remedying the unavailability and the estimated time at which the Integration shall be available.

- ii. **Responsibilities for Planned Updates.** Subscriber shall provide Mark43 with prompt notice, and in no case fewer than forty-five (45) days’ advance notice, of any update by the Third Party provider of Integrated Third Party Software. Mark43 shall undertake commercially reasonable efforts to patch, repair or update the Software in order to integrate it with the updated Integrated Third Party Software.
- iii. **Responsibilities for Planned Upgrades.** Subscriber shall provide Mark43 with prompt notice, and in no case fewer than ninety (90) days’ advance notice, of any planned upgrade by the Third Party provider of Integrated Third Party Software. Mark43 shall evaluate the time and resources required to patch, repair or update the Software in order to integrate it with the upgraded Integrated Third Party Software. The Parties shall engage in good faith negotiations to agree on the terms (including, without limitation, schedule and price) on which Mark43 would develop a patch, repair, update or Upgrade to integrate the Software with the Integrated Third Party Software. ]



## **SCHEDULE B**

### **Transition Assistance**

Upon termination of the Agreement for any reason, and subject to all Fees due being paid in full, Mark43 will create searchable PDFs of each record (each, a “**Record**”) and provide them to the Subscriber for download. Subscriber may request, and Mark43 will consider, other formats in which to create the Records, but the final format of all Records will be determined in Mark43’s sole discretion. Records can be uploaded to Subscriber’s new records management system by the Subscriber or its new vendor.

#### **1. Preparation**

- a. The Subscriber will provide the desired cutoff date of the SaaS Services (the “**Cutoff Date**”), at which time all existing user accounts will be terminated.
- b. Mark43 will provide one (1) account for the Subscriber to access a web-based storage platform to retrieve Subscriber documents and Records (the “**Transition Account**”). The Transition Account will be available to Subscriber for thirty (30) days prior to the Cutoff Date.

#### **2. Content**

- a. Each Report in Mark43 will be recreated as a searchable PDF (or other mutually agreed to format as described above) using the standard Mark43 format then in use.
- b. All archive files will be accessible via the internet on the Cutoff Date.

#### **3. Support**

- a. Mark43 will maintain Subscriber data in Mark43 for up to 1 year following the Cutoff Date.
- b. Mark43 will maintain Subscriber PDF archives for up to 2 years following the Cutoff Date.
- c. Mark43 will resolve any issues it deems to be the result of errors in the Mark43 platform or export process for a period of six (6) months after the Cutoff Date.
- d. No less than 1 year after the Cutoff Date, Mark43 will delete Subscriber Data from all Mark43 online systems (e.g. primary database, replica databases, search databases, application caches, etc.) other than database backups, audit logs and server system logs.
- e. Within 6 months from the date of deletion of Subscriber Data from all Mark43 online systems, all Subscriber Data will be erased from database backups.
- f. Notwithstanding the foregoing, Mark43 reserves the right to retain Subscriber Data on audit logs and server system logs and in support tickets, support requests and direct communications with Mark43.

Transition Assistance as outlined in this Schedule B is included in the Fees charged to Subscriber for the Services. Fees are due and payable up to the Cutoff Date. In the event that



any Fees have not been paid as required in this Agreement, Mark43 may retain all Records and decline to provide the support outlined in Section 3 of Schedule B above until such Fees are paid in full.

## **SCHEDULE C**

### **Technical Requirements**

This Schedule lists the minimum technical requirements required for Mark43's RMS, CAD, Evidence Management and Data Exchange applications. This also describes the requirements for Mark43 interface servers. Third Party Providers and subcontractors may have additional requirements that are not listed here.

#### **1. Mark43 RMS**

##### **1.1 RMS Workstation Requirements**

| <b>Item</b>      | <b>Minimum</b>              | <b>Recommended</b>                |
|------------------|-----------------------------|-----------------------------------|
| Operating System | Windows 7+, Apple OS X 10.X | Windows 10, Mac OS 10.X           |
| Processor        | 1x dual-core processor      | 1x dual-core processor or greater |
| Architecture     | x64 / x86                   | x64                               |
| Memory           | 2 GB                        | 4 GB+                             |
| Network Card     | 1x 2Mbps+ NIC               | 1x 10Mbps+ NIC                    |
| Display(s)       | 1x 1024x768                 | 1 x 1920x1080                     |
| Hard Drive       | 1 GB available space        | 5 GB available space              |
| Graphics Card    | N/A                         | N/A                               |
| Bandwidth        | 2 Mbps                      | 5+ Mbps                           |

##### **1.2 RMS Workstation Site Internet Requirements**

The Mark43 platform operates as a single-page application where most of the heavy download load is needed only on initial page load for each user. Mark43 recommends for the RMS application an overall internet bandwidth connection of 1+ Mbps per concurrent user using that connection. Actual performance and usage may vary greatly depending on user usage of other internet-connected applications and your ISP.

##### **1.3 RMS Browser Requirements**

Mark43 RMS is web-based and requires a modern web browser to access the system. Mark43 RMS supports all versions of Microsoft Internet Explorer and Google Chrome that receive technical support and security updates from the browser vendor.

- Google Chrome (latest)
- Microsoft Internet Explorer: All versions of Microsoft Internet Explorer that receive technical support and browser updates. (As of 10/15/2017 this is IE 11+, Microsoft Edge)

#### 1.4 RMS Mobile Data Terminal Requirements

| Item             | Minimum                   | Recommended                       |
|------------------|---------------------------|-----------------------------------|
| Operating System | Windows 7+, Mac OS X 10.X | Windows 10, Mac OS 10.X           |
| Processor        | 1x dual-core processor    | 1x dual-core processor or greater |
| Architecture     | x64 / x86                 | x64                               |
| Memory           | 2 GB                      | 4 GB+                             |
| Network Card     | 2 Mbps (4G LTE)           | 5+ Mbps (4G LTE)                  |
| Display(s)       | 1x 1024x768               | 1x 1024x768+                      |
| Hard Drive       | 1 GB available space      | 5 GB available space              |
| Graphics Card    | N/A                       | N/A                               |

## 2. Mark43 CAD

### 2.1 CAD Call Taker / Dispatcher Workstations

Mark43 recommends solely using the Mark43 CAD installed windows application for CAD call takers and dispatchers. The installed application allows for multi-window functionality and a more seamless user experience for power-users of the CAD application.

| Item             | Minimum                   | Recommended                           |
|------------------|---------------------------|---------------------------------------|
| Operating System | Windows 7+, Mac OS X 10.X | Windows 10, Mac OS 10.X               |
| Processor        | 1x dual-core processor    | 1x quad-core processor or greater     |
| Architecture     | x64                       | x64                                   |
| Memory           | 4 GB                      | 8 GB+                                 |
| Network Card     | 1x 2Mbps+ NIC             | 1x 10 Mbps+ NIC                       |
| Display(s)       | 1 x 1024x768 monitor      | 2x+ 1920x1080 monitors                |
| Hard Drive       | 1 GB available space      | 5 GB available space                  |
| Graphics Card    | N/A                       | 2x 512MB NVIDIA Quadro NVS 310, 4 MON |
| Bandwidth        | 2 Mbps                    | 10+ Mbps                              |

### 2.2 CAD Call Taker / Dispatcher Workstation Site Internet Requirements

The Mark43 platform operates as a single-page application where most of the heavy download load is needed only on initial page load for each user. Mark43 highly recommends for the CAD application an overall internet bandwidth connection of 2+ Mbps per concurrent user using that connection and a backup ISP connection with automatic failover. Actual performance and

usage may vary greatly depending on user usage of other internet-connected applications and your ISP.

### 2.3 CAD First Responder Mobile Data Terminal Requirements

| Item             | Minimum                   | Recommended                       |
|------------------|---------------------------|-----------------------------------|
| Operating System | Windows 7+, Mac OS X 10.X | Windows 10, Mac OS 10.X           |
| Processor        | 1x dual-core Processor    | 1x dual-core processor or greater |
| Architecture     | x64                       | x64                               |
| Memory           | 2 GB                      | 4 GB+                             |
| Network Card     | 2 Mbps+ (4G LTE)          | 5 Mbps+ (4G LTE)                  |
| Display(s)       | 1 x 1024x768              | 1 x 1024 x 768                    |
| Hard Drive       | 1 GB available space      | 5 GB available space              |
| Graphics Card    | N/A                       | N/A                               |
| Bandwidth        | 2 Mbps+ (4G LTE)          | 5 Mbps+ (4G LTE)                  |

### 2.4 Mark43 CAD Web Application (First Responder & Dispatch)

Mark43 CAD is also web-based and requires a modern web browser to access the system. Mark43 CAD is only supported for the latest version of Google Chrome. All other users are recommended to use the installed version of the application.

### 2.5 GPS Pinger

| Item             | Minimum          | Recommended      |
|------------------|------------------|------------------|
| Operating System | Windows 7+       | Windows 10       |
| Architecture     | x32              | x64              |
| Network Card     | 2 Mbps+ (4G LTE) | 5 Mbps+ (4G LTE) |

Other requirements:

- Powershell that is installed with Windows 7+
  - .Net Framework v.2.0.50727 or v.4.0
  - Java jre 8u162
  - To support legacy passthrough, com0com driver required and dedicated COM ports set up
  - Admin access is required for installation
  - Service account set up with "Log in as service" permissions
  - Verified Hardware:
    - \* Getac machines with internal GPS (BAUD rate of 96k)
    - \* BU-353S4 receivers that plug in
- Supported:
- \* GPS Reciever using NMEA standard (that is to say \$GPxxx messages) with a dedicated COM port

- External Antenna strongly recommended

### 3. Mark43 Evidence Management

#### 3.1 Evidence Workstation Requirements

Evidence workstation requirements mirror the RMS workstation requirements. As evidence is loaded as a module of the RMS.

| Item              | Minimum                   | Recommended                       |
|-------------------|---------------------------|-----------------------------------|
| Operating System  | Windows 7+, Mac OS X 10.X | Windows 10, Mac OS 10.X           |
| Processor         | 1x dual-core processor    | 1x dual-core processor or greater |
| Architecture      | x64 / x86                 | x64 / x86                         |
| Memory            | 4 GB                      | 6 GB+                             |
| Network Card      | 1x 2Mbps+ NIC             | 1x 10Mbps+ NIC                    |
| Screen Resolution | 1024x768                  | 1920x1080                         |
| Hard Drive        | 1 GB available space      | 5 GB available space              |
| Display(s)        | 1x 1024x768 monitor       | 1x 1920x1060                      |
| Graphics Card     | N/A                       | N/A                               |
| Bandwidth         | 2 Mbps                    | 5+ Mbps                           |

#### 3.2 Evidence Smartphone Mobile Application

- **Platforms:**
  - o Android version 5+
- **Recommended Device:**
  - o Samsung Galaxy S7+

#### 3.3 Evidence Barcode Printer Requirements

Mark43 Evidence product requires a barcode printer to optimize the evidence management process. Mark43 integrates seamlessly with Zebra barcode printing hardware and requires the following printer:

- GX430T model number GX43-102410-000
- 2000T labels
- 5100 Premium Resin Ribbon

#### 3.4 Evidence Printer Server Requirements

The complexity with barcode printing stems from making our website communicate with physical hardware on premises with our clients. We cannot rely on Chrome/Internet Explorer's built in printing functionality because they do not support the Zebra printing language we use for labels. In order to communicate with the barcode printers we will need an intermediate server to route printing requests. The machine will need the following specifications:

- 2 GB RAM
- 32 GB HDD Storage
- 2 x 2.0+ GHz Processors

4. Mark43 Data Exchange

The Mark43 Data exchange functionality is enabled through either the RMS or CAD applications. Additional interface servers may be required to support Mark43 Data Exchange data flows, depending on the department's size and complexity.

5. Mark43 Interface Servers

If 3<sup>rd</sup> party integrations are required, interface server(s) may be installed on site. The requirements of an interface server are as follows. The recommended number of interface servers needed depends on the interface requirements of the agency as well as the number of users supported by the data exchange product.

| Item                       | Minimum                   | Recommended               |
|----------------------------|---------------------------|---------------------------|
| Operating System           | Ubuntu Linux (latest LTS) | Ubuntu Linux (latest LTS) |
| Processor speed & quantity | 4x CPUs                   | 8x+ CPUs                  |
| Architecture               | x64 / x86                 | x64 / x86                 |
| Memory                     | 8 GB                      | 16+ GB                    |
| Network Card               | 1x 100 Mbps NIC           | 2x 1Gbps NICs             |
| Display(s)                 | N/A                       | N/A                       |
| Hard Drive                 | 250 GB                    | 500 GB                    |
| Graphics Card              | N/A                       | N/A                       |

## **SCHEDULE D**

### **Additional Terms**

**Google:** Users are bound by the Google Maps/Google Earth Additional Terms of Service (including the Google Privacy Policy), available by following these links:

Google Maps Terms: [https://maps.google.com/help/terms\\_maps.html](https://maps.google.com/help/terms_maps.html)

Google Privacy Policy: <https://policies.google.com/privacy?hl=en&gl=us>

Acceptable Use: [https://enterprise.google.com/maps/terms/universal\\_aup.html](https://enterprise.google.com/maps/terms/universal_aup.html)

### **Amazon:**

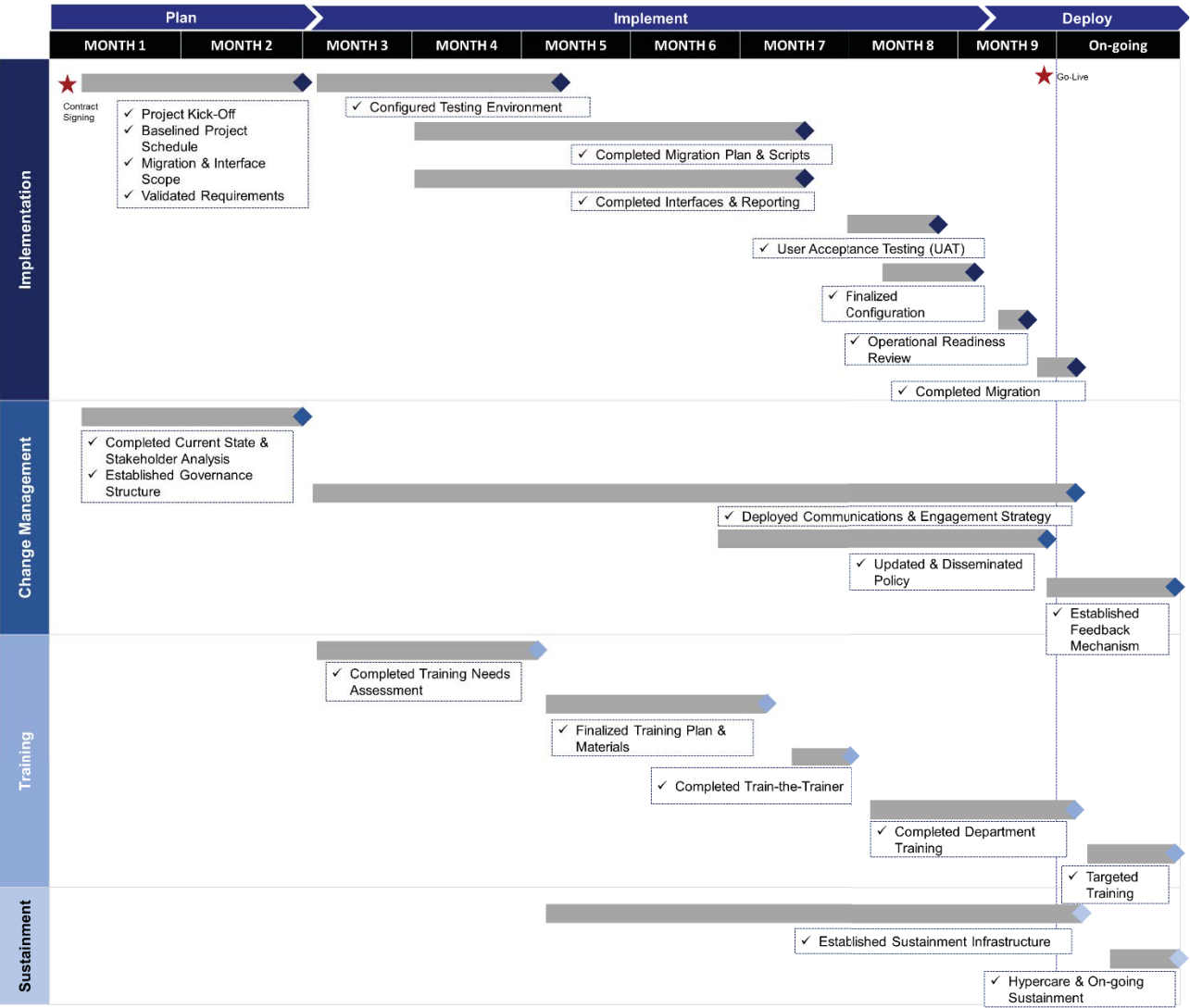
Universal Service Terms: <https://aws.amazon.com/service-terms/>

Acceptable Use: <https://aws.amazon.com/aup/>



Mark43 RMS Project Management

Mark43 RMS Sample Project Timeline





## Mark43 RMS Sample Project Plan

| ID | Task Name                                                            | Duration | Start        | Finish       | Predecessors | Resource Names            |
|----|----------------------------------------------------------------------|----------|--------------|--------------|--------------|---------------------------|
| 1  | Mark43 RMS Draft Implementation Plan for Vancouver Police Department | 199 days | Wed 10/3/18  | Mon 7/8/19   |              |                           |
| 2  | Project Commencement & Technical Scoping                             | 65 days  | Wed 10/3/18  | Tue 1/1/19   |              |                           |
| 3  | Notice to Proceed                                                    | 0 days   | Wed 10/3/18  | Wed 10/3/18  |              | Vancouver                 |
| 4  | Kickoff Meeting                                                      | 1 day    | Tue 10/23/18 | Tue 10/23/18 | 3FS+14 days  | Mark43; Vancouver         |
| 5  | Technical Scoping                                                    | 53 days  | Wed 10/24/18 | Mon 1/7/19   |              |                           |
| 6  | Requirements Analysis                                                | 21 days  | Wed 10/24/18 | Wed 11/21/18 | 4            | Mark43; Vancouver         |
| 7  | Interface Analysis                                                   | 21 days  | Wed 10/24/18 | Wed 11/21/18 | 4            | Mark43; Vancouver         |
| 8  | Data Migration Analysis                                              | 21 days  | Wed 10/24/18 | Wed 11/21/18 | 4            | Mark43; Vancouver         |
| 9  | Current State Analysis                                               | 21 days  | Wed 10/24/18 | Wed 11/21/18 | 4            | Mark43; Vancouver         |
| 10 | Future State Analysis                                                | 21 days  | Wed 10/24/18 | Wed 11/21/18 | 4            | Mark43; Vancouver         |
| 11 | Draft Analyses Documentation                                         | 7 days   | Thu 11/22/18 | Fri 11/30/18 | 10           | Mark43                    |
| 12 | Publish Analysis Documentation                                       | 1 day    | Mon 12/3/18  | Mon 12/3/18  | 11           | Mark43                    |
| 13 | Analyses Documentation Review                                        | 7 days   | Tue 12/4/18  | Wed 12/12/18 | 12           | Vancouver                 |
| 14 | Analyses Documentation Edits                                         | 7 days   | Thu 12/13/18 | Fri 12/21/18 | 13           | Mark43                    |
| 15 | Analyses Secondary Review                                            | 7 days   | Mon 12/24/18 | Tue 1/1/19   | 14           | Vancouver                 |
| 16 | Agency Approval                                                      | 0 days   | Mon 1/7/19   | Mon 1/7/19   | 15           | Vancouver                 |
| 17 | Configuration & Development                                          | 198 days | Wed 10/3/18  | Fri 7/5/19   |              |                           |
| 18 | Data Migration                                                       | 180 days | Mon 10/29/18 | Fri 7/5/19   |              | Mark43; Vancouver         |
| 19 | Tenant Configuration                                                 | 65 days  | Wed 10/3/18  | Tue 1/1/19   |              | Mark43; Vancouver         |
| 20 | Interface Development                                                | 279 days | Wed 10/3/18  | Mon 10/28/19 |              |                           |
| 21 | Schedule calls with all interface vendors                            | 8 days   | Wed 10/3/18  | Fri 10/12/18 |              |                           |
| 22 | Draft ICDs for all interfaces                                        | 10 days  | Mon 10/15/18 | Fri 10/26/18 | 21           |                           |
| 23 | RMS Interface 1                                                      | 21 days  | Mon 10/29/18 | Mon 11/26/18 | 22           | Mark43; Vancouver; Vendor |
| 24 | RMS Interface 2                                                      | 30 days  | Tue 11/27/18 | Mon 1/7/19   | 23           | Mark43; Vancouver; Vendor |
| 25 | RMS Interface 3                                                      | 30 days  | Tue 1/8/19   | Mon 2/18/19  | 24           | Mark43; Vancouver; Vendor |
| 26 | RMS Interface 4                                                      | 30 days  | Tue 2/19/19  | Mon 4/1/19   | 25           | Mark43; Vancouver; Vendor |
| 27 | RMS Interface 5                                                      | 30 days  | Tue 4/2/19   | Mon 5/13/19  | 26           | Mark43; Vancouver; Vendor |

Page 1

| ID | Task Name                                | Duration | Start        | Finish       | Predecessors | Resource Names            |
|----|------------------------------------------|----------|--------------|--------------|--------------|---------------------------|
| 28 | RMS Interface 6                          | 30 days  | Tue 5/14/19  | Mon 6/24/19  | 27           | Mark43; Vancouver; Vendor |
| 29 | RMS Interface 7                          | 30 days  | Tue 6/25/19  | Mon 8/5/19   | 28           | Mark43; Vancouver; Vendor |
| 30 | RMS Interface 8                          | 30 days  | Tue 8/6/19   | Mon 9/16/19  | 29           | Mark43; Vancouver; Vendor |
| 31 | RMS Interface 9                          | 30 days  | Tue 9/17/19  | Mon 10/28/19 | 30           | Mark43; Vancouver; Vendor |
| 32 | Testing                                  | 1 day?   | Tue 10/29/19 | Tue 10/29/19 | 31           |                           |
| 33 | RMS Functional Workflows                 | 30 days  | Wed 5/1/19   | Tue 6/11/19  |              | Mark43; Vancouver         |
| 34 | Functional Testing & Acceptance Complete | 7 days   | Wed 6/12/19  | Thu 6/20/19  | 33           | Mark43; Vancouver         |
| 35 | Training                                 | 20 days  | Tue 5/28/19  | Tue 6/25/19  |              |                           |
| 36 | Agency Trainers                          | 7 days   | Tue 5/28/19  | Wed 6/5/19   |              | Mark43                    |
| 37 | System Administrators                    | 7 days   | Fri 6/7/19   | Mon 6/17/19  |              | Mark43; Vancouver         |
| 38 | Specialty User Groups                    | 7 days   | Fri 6/7/19   | Mon 6/17/19  |              | Mark43; Vancouver         |
| 39 | End User                                 | 7 days   | Fri 6/7/19   | Mon 6/17/19  |              | Vancouver                 |
| 40 | Training Complete                        | 0 days   | Tue 6/25/19  | Tue 6/25/19  | 39,36,37     | Mark43; Vancouver         |
| 41 | Parallel Operations                      | 51 days  | Tue 5/28/19  | Tue 8/6/19   |              |                           |
| 42 | Parallel Operations                      | 30 days  | Tue 6/25/19  | Mon 8/5/19   | 40           | Vancouver                 |
| 43 | Parallel Operations Feedback Submission  | 1 day    | Tue 8/6/19   | Tue 8/6/19   | 42           | Vancouver                 |
| 44 | Parallel Operations Feedback Review      | 4 days   | Tue 5/28/19  | Fri 5/31/19  | 43           | Mark43                    |
| 45 | Workflow/System Enhancements             | 14 days  | Mon 6/3/19   | Thu 6/20/19  | 43           | Mark43                    |
| 46 | Agency Review                            | 3 days   | Fri 6/21/19  | Tue 6/25/19  | 45           | Vancouver                 |
| 47 | Agency Approval                          | 2 days   | Wed 6/26/19  | Thu 6/27/19  | 46           | Vancouver                 |
| 48 | Cutover and Commissioning                | 26 days  | Mon 5/27/19  | Mon 7/1/19   |              |                           |
| 49 | Cutover Plan                             | 6 days   | Mon 5/27/19  | Mon 6/3/19   |              |                           |
| 50 | Draft                                    | 5 days   | Mon 5/27/19  | Fri 5/31/19  |              | Mark43; Vancouver         |
| 51 | Approve                                  | 1 day    | Mon 6/3/19   | Mon 6/3/19   | 50           | Vancouver                 |
| 52 | Support Plan                             | 2 days   | Fri 6/28/19  | Mon 7/1/19   |              | Mark43; Vancouver         |
| 53 | Test & Validate                          | 2 days   | Fri 6/28/19  | Mon 7/1/19   | 47           | Mark43; Vancouver         |
| 54 | General Orders                           | 21 days  | Mon 6/3/19   | Mon 7/1/19   |              | Vancouver                 |
| 55 | Draft                                    | 7 days   | Mon 6/3/19   | Tue 6/11/19  |              | Mark43                    |
| 56 | Revise                                   | 7 days   | Fri 6/21/19  | Mon 7/1/19   | 34           | Vancouver                 |

| ID | Task Name                       | Duration | Start       | Finish      | Predecessors | Resource Names    |
|----|---------------------------------|----------|-------------|-------------|--------------|-------------------|
| 57 | Review                          | 7 days   | Mon 6/3/19  | Tue 6/11/19 | 56           | Mark43            |
| 58 | Publish                         | 1 day    | Wed 6/12/19 | Wed 6/12/19 |              | Vancouver         |
| 59 | Go/No Go Meeting                | 1 day    | Mon 6/17/19 | Mon 6/17/19 |              | Mark43; Vancouver |
| 60 | RMS Cutover                     | 0 days   | Fri 6/28/19 | Fri 6/28/19 | 59           |                   |
| 61 | Implementation Review & Closure | 2 days   | Tue 7/9/19  | Wed 7/10/19 |              |                   |
| 62 | Implementation Review Meeting   | 1 day    | Tue 7/9/19  | Tue 7/9/19  | 60FS+7 days  | Mark43; Vancouver |
| 63 | Approval of RMS Implementation  | 1 day    | Tue 7/9/19  | Tue 7/9/19  | 62FF         | Vancouver         |
| 64 | Begin maintenance phase         | 1 day    | Wed 7/10/19 | Wed 7/10/19 | 63           | Mark43; Vancouver |

## Mark43 RMS Support and Customer Success Team Leads

### CUSTOMER SUPPORT LEAD

#### GREER DAVIS

Director of Operational  
Support



Greer Davis is the Director of Operational Support at Mark43. She has over 5 years of experience managing various customer support operations. Ms. Davis oversees the entire client support department responsible for providing technical support services for Mark43 CAD and RMS systems. Her team exceeds support benchmarks every month and continues to resolve tickets expeditiously. Ms. Davis is proficient in her ability to manage internal staff, client needs, technical savvy, perform QA and qualify users for further training.

Role on the proposed  
project team:

Customer Support Lead

Educational  
background:

Roosevelt University, Chicago College of Performing Arts  
Master of Music Chicago, IL

Years of relevant  
experience

5 years

Professional  
registrations and  
memberships:

None.

Description of proposed  
roles and  
responsibilities on the  
City's Project:

Assist in training and provide on-site and remote product support.

Listing of previous  
projects where the  
named resource  
implemented the  
proposed product:

Managed, wrote test scripts, and conducted training at Bindo Labs.

|                                                                                                                                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>CUSTOMER SUCCESS LEAD</b></p> <p><b>MATTHEW PORTANOVA</b><br/>         Director of Customer Success</p>  | <p>Matthew Portanova is the Director of Customer Success and based in our Arlington, VA office.</p> <p>Mr. Portanova has over 17 years of public sector and management experience. He has worked for two startups and has extensive change management and training experience. He oversees the Customer Success team and devises strategies to seamlessly transition clients from implementation to product sustainment. Mr. Portanova previously worked at Booz Allen Hamilton supporting intelligence and counterterrorism activities. He also served five years as a non-commissioned officer in United States Army and was deployed to Iraq and Afghanistan.</p> <p>Previous to his current role at Mark43, Mr. Portanova served as the Customer Success Manager for Washington, D.C.'s Metropolitan Police Department, where he managed requirements gathering, product development, and product deployments.</p> |
| <p>Role on the proposed project team:</p>                                                                                                                                                       | <p>Customer Success Lead</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <p>Educational background:</p>                                                                                                                                                                  | <p>M. Sci, Troy State University</p> <p>Bachelor of Arts, George Washington University<br/>         History</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <p>Years of relevant experience</p>                                                                                                                                                             | <p>17 years</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <p>Professional registrations and memberships:</p>                                                                                                                                              | <p>Member of The Customer Success Association (CSA)</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <p>Description of proposed roles and responsibilities on the City's Project:</p>                                                                                                                | <ul style="list-style-type: none"> <li>• Managing Mark43's customer success team assigned to the City</li> <li>• Directing and setting up a tailored framework for continued success and optimal value for the City using Mark43 RMS</li> <li>• Managing and overseeing communication protocols and touchpoints the Customer Success team uses with the City to ensure a formula for success</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <p>Listing of previous projects where the named resource implemented the proposed product:</p>                                                                                                  | <ul style="list-style-type: none"> <li>• Washington D.C., Metropolitan Police Department</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |



## Mark43 RMS Configurable Fields

Mark43 systems are highly configurable empowering each agency to tailor the system to meet their specific needs. In contrast to on-prem solutions which are often based on offering customized single instances of the solution, Mark43's cloud-based software platform provides a data management framework for agencies to personalize as their own, while keeping pace with the latest trends and best practices in the industry.

The Mark43 platform – which includes Mark43 CAD and Mark43 RMS – provides industry-leading configuration tools. With a single, cloud-based platform, Mark43 enables system administrators to manage data in the way that best suits their agency's operations, in real time. Configurable aspects of Mark43 CAD and Mark43 RMS include:

- Data Collection Workflows
- Data Fields
- Command Line & Shortcut Keys
- Street & Location Aliases
- Property & Evidence Room Barcodes
- Screen Display & Dashboards
- Alerts & Notifications
- User Roles & Permissions
- Unit Roles & Permissions
- Agency Roles & Permissions



*Mark43 Platform - Configurability*

## Reports

The Mark43 Public Safety Platform is an extremely configurable system. Almost every drop-down value in the reporting system can be configured by an administrator on the fly. In addition, report approval workflows, default permissions, and case task lists can all be changed in the application. Within the application, each user can set up and configure their own reporting dashboard as well as save advanced searches that can query by hundreds of criteria.

For most ad-hoc queries about data in Mark43 RMS, the advanced search function will be sufficient. It allows for querying by hundreds of criteria and the ability to save searches that were built beforehand. In addition, the results can be exported to excel.

Mark43 also has the capacity to generate dashboards for departments with in-depth drill in data, built directly off of data in our databases. These canned dashboards may be sufficient for many departments. We also offer the ability to either get access to a read-only database connection with access to the data generated in Mark43, or the ability to see ad-hoc data models generated in another analysis tool.

| <b>Configurable Field</b>                | <b>Card<br/>(Section in Mark43 Systems Field is Used)</b> |
|------------------------------------------|-----------------------------------------------------------|
| Additional description                   | Arrest                                                    |
| Advised rights                           | Arrest                                                    |
| Advised rights response                  | Arrest                                                    |
| Advised rights response other            | Arrest                                                    |
| Advising officer                         | Arrest                                                    |
| Arrest location                          | Arrest                                                    |
| Arrest statistics                        | Arrest                                                    |
| Arrest type                              | Arrest                                                    |
| Arresting officer                        | Arrest                                                    |
| Arresting organization                   | Arrest                                                    |
| Codefendant                              | Arrest                                                    |
| Complainant                              | Arrest                                                    |
| Date/Time Advised                        | Arrest                                                    |
| Defendant                                | Arrest                                                    |
| Defendant was armed with                 | Arrest                                                    |
| Explain arrest statistics (other)        | Arrest                                                    |
| Explain defendant was armed with (other) | Arrest                                                    |
| Explain tactics used (other)             | Arrest                                                    |
| Guardian address                         | Arrest                                                    |
| Guardian name                            | Arrest                                                    |
| Guardian phone number                    | Arrest                                                    |
| Place advised                            | Arrest                                                    |
| Relation to subject                      | Arrest                                                    |
| Summons number(s)                        | Arrest                                                    |
| Tactics used                             | Arrest                                                    |
| Youth division number                    | Arrest                                                    |
| Defendant is juvenile                    | Arrest, Booking                                           |
| Arrest date/time                         | Arrest, Booking, Court Case                               |
| Warrant number                           | Arrest, Change Warrant Number, Create Warrant             |
| Event start date/time                    | Arrest, Event Information, Supplement Information         |
| Item type                                | Arrest, Tow Vehicle                                       |
| External jurisdiction                    | Arrest, Warrant Details                                   |
| Warrant description                      | Arrest, Warrant Details                                   |
| Amount paid                              | Booking                                                   |
| Arrest disposition                       | Booking                                                   |
| Arrest disposition date/time             | Booking                                                   |
| Juvenile disposition                     | Booking                                                   |
| Juvenile disposition date/time           | Booking                                                   |
| Lockup #                                 | Booking                                                   |
| Lockup date                              | Booking                                                   |
| Lockup location                          | Booking                                                   |
| Receipt #                                | Booking                                                   |
| Charge Offense                           | Citation                                                  |
| Citation Number                          | Citation                                                  |
| Citation Recipient                       | Citation                                                  |

| <b>Configurable Field</b>                                   | <b>Card<br/>(Section in Mark43 Systems Field is Used)</b> |
|-------------------------------------------------------------|-----------------------------------------------------------|
| Citation Statistics                                         | Citation                                                  |
| Citation Type                                               | Citation Card                                             |
| Explain other Citation Statistic                            | Citation                                                  |
| Explain other Citation Type                                 | Citation                                                  |
| Issued Date / Type                                          | Citation                                                  |
| Bail Amount (\$)                                            | Court Case                                                |
| Court                                                       | Court Case                                                |
| Court Date / Time                                           | Court Case                                                |
| Court Room Number                                           | Court Case                                                |
| Court Type                                                  | Court Case                                                |
| Judge                                                       | Court Case                                                |
| Place Committed / Detained                                  | Court Case                                                |
| Place Committed / Detained                                  | Court Case                                                |
| Warrant Case #                                              | Create Warrant Modal                                      |
| Warrant Type                                                | Create Warrant Modal, Warrant Details                     |
| Additional Description                                      | Event Information                                         |
| Assist Description                                          | Event Information                                         |
| Display Only Event Detail Paramedics N Items Wrapper        | Event Information                                         |
| EMS / Fire / Other LE Agencies on Scene                     | Event Information                                         |
| Explain Weather Other                                       | Event Information                                         |
| Notification                                                | Event Information                                         |
| Notification Date                                           | Event Information                                         |
| Notification Details                                        | Event Information                                         |
| Officer Assist Type                                         | Event Information                                         |
| Paramedics                                                  | Event Information                                         |
| Report Taken Location                                       | Event Information                                         |
| Reporting Party                                             | Event Information                                         |
| Shooting                                                    | Event Information                                         |
| Street Crime                                                | Event Information                                         |
| Unit                                                        | Event Information                                         |
| Weather                                                     | Event Information                                         |
| Event End Date / Time                                       | Event Information; Supplement Information                 |
| Event Time                                                  | Event Information; Supplement Information                 |
| Personnel Unit                                              | Event Information; Supplement Information                 |
| Primary Agency                                              | Event Information; Supplement Information                 |
| Primary Reporter                                            | Event Information; Supplement Information                 |
| Report Date / Time                                          | Event Information; Supplement Information                 |
| Additional Description                                      | Field Contact                                             |
| Description                                                 | Field Contact                                             |
| Description                                                 | Field Contact                                             |
| Disposition for Contact / Stop                              | Field Contact                                             |
| Explain Disposition for Contact / Stop Other                | Field Contact                                             |
| Explain Reasonable Suspicion / Probable Cause Factors Other | Field Contact                                             |
| Field Contact Location                                      | Field Contact                                             |
| Information Obtained From                                   | Field Contact                                             |

| Configurable Field                            | Card<br>(Section in Mark43 Systems Field is Used) |
|-----------------------------------------------|---------------------------------------------------|
| Other Field Contact Type                      | Field Contact                                     |
| Other Reason for Stopping Suspect             | Field Contact                                     |
| Reason for Contact                            | Field Contact                                     |
| Reasonable Suspicion / Probable Cause Factors | Field Contact                                     |
| Subject                                       | Field Contact                                     |
| Subject Type                                  | Field Contact                                     |
| Type of Contact                               | Field Contact                                     |
| Violation #                                   | Field Contact                                     |
| Was a frisk involved                          | Field Contact                                     |
| Keys in Vehicle                               | Impound; Tow Vehicle Impound                      |
| NIC # - Cancellation                          | Impound; Tow Vehicle                              |
| NIC # - Original                              | Impound; Tow Vehicle                              |
| OCA # - Cancellation                          | Impound; Tow Vehicle                              |
| OCA # - Original                              | Impound; Tow Vehicle                              |
| Originating Agency – Cancellation             | Impound; Tow Vehicle                              |
| Vehicle Locked                                | Impound; Tow Vehicle                              |
| Explain Other Supplement Type                 | Supplement Information                            |
| Report Description                            | Supplement Information                            |
| Supplement Type                               | Supplement Information                            |
| Damage on Vehicle                             | Tow Vehicle Check-in side panel                   |
| Insurance                                     | Tow Vehicle Check-in side panel                   |
| License                                       | Tow Vehicle Check-in side panel                   |
| Lot Location                                  | Tow Vehicle Check-in side panel                   |
| Registration                                  | Tow Vehicle Check-in side panel                   |
| Storage Location                              | Tow Vehicle Check-in side panel                   |
| Vehicle Held as Evidence?                     | Tow Vehicle Check-in side panel                   |
| Local?                                        | Tow Vehicle Impound                               |
| Local?                                        | Tow Vehicle Impound                               |
| Time Cancelled NCIC #                         | Tow Vehicle Impound                               |
| Time Entered NCIC #                           | Tow Vehicle Impound                               |
| Reason for Tow                                | Tow Vehicle Impound; Tow Vehicle                  |
| Additional Release Notes                      | Tow Vehicle Release side panel                    |
| Authorized By                                 | Tow Vehicle Release side panel                    |
| Other                                         | Tow Vehicle Release side panel                    |
| Release By                                    | Tow Vehicle Release side panel                    |
| Release Date                                  | Tow Vehicle Release side panel                    |
| Release To                                    | Tow Vehicle Release side panel                    |
| Release Type                                  | Tow Vehicle Release side panel                    |
| Additional Description                        | Tow Vehicle                                       |
| Additional Description                        | Tow Vehicle                                       |
| Additional Description                        | Tow Vehicle                                       |
| Additional Description                        | Tow Vehicle                                       |
| Additional Notes                              | Tow Vehicle                                       |
| Agency                                        | Tow Vehicle                                       |
| Account remaining in container                | Tow Vehicle                                       |
| Date of Theft                                 | Tow Vehicle                                       |
| Explain Other Reason for Tow                  | Tow Vehicle                                       |

| <b>Configurable Field</b>         | <b>Card<br/>(Section in Mark43 Systems Field is Used)</b> |
|-----------------------------------|-----------------------------------------------------------|
| Impounded?                        | Tow Vehicle                                               |
| Impounds Checked?                 | Tow Vehicle                                               |
| Intake Person                     | Tow Vehicle                                               |
| Locate Sent?                      | Tow Vehicle                                               |
| Location                          | Tow Vehicle                                               |
| Location Reported Stolen          | Tow Vehicle                                               |
| Location Vehicle Was Towed To     | Tow Vehicle                                               |
| Measurements Units                | Tow Vehicle                                               |
| Message Left With                 | Tow Vehicle                                               |
| Offense                           | Tow Vehicle                                               |
| Originating REN                   | Tow Vehicle                                               |
| Other                             | Tow Vehicle                                               |
| Other Towing Company              | Tow Vehicle                                               |
| Outside Recovery?                 | Tow Vehicle                                               |
| Owner Contact Attempt             | Tow Vehicle                                               |
| Owner Notified?                   | Tow Vehicle                                               |
| Property Status                   | Tow Vehicle                                               |
| Property Status Date/Time         | Tow Vehicle                                               |
| Quantity                          | Tow Vehicle                                               |
| Reason for Police Custody         | Tow Vehicle                                               |
| Recovered Location                | Tow Vehicle                                               |
| Recovering Officer                | Tow Vehicle                                               |
| Recovering Person                 | Tow Vehicle                                               |
| Recovery Location                 | Tow Vehicle                                               |
| Recovery OCA                      | Tow Vehicle                                               |
| Remarks and Conditions of Vehicle | Tow Vehicle                                               |
| Statement of Facts                | Tow Vehicle                                               |
| Storage Facility                  | Tow Vehicle                                               |
| Time Tow Company Called           | Tow Vehicle                                               |
| Time Vehicle Was Towed            | Tow Vehicle                                               |
| Total (\$) Value                  | Tow Vehicle                                               |
| Total Forfeiture (\$) Value       | Tow Vehicle                                               |
| Tow Company Called                | Tow Vehicle                                               |
| Tow Vehicle Status                | Tow Vehicle                                               |
| Towed From                        | Tow Vehicle                                               |
| Towing Company                    | Tow Vehicle                                               |
| Towing Number                     | Tow Vehicle                                               |
| Vehicle Search Consent            | Tow Vehicle                                               |
| Vehicle Searched                  | Tow Vehicle                                               |
| Was the container open?           | Tow Vehicle                                               |
| Bail Amount (\$)                  | Warrant Details                                           |
| Court Case Number                 | Warrant Details                                           |
| Issued Date                       | Warrant Details                                           |
| Issuing Agency Name               | Warrant Details                                           |
| Issuing Agency ORI                | Warrant Details                                           |
| Issuing Judge                     | Warrant Details                                           |
| Obtaining Officer                 | Warrant Details                                           |

| Configurable Field                         | Card<br>(Section in Mark43 Systems Field is Used) |
|--------------------------------------------|---------------------------------------------------|
| Other                                      | Warrant Details                                   |
| Received Date                              | Warrant Details                                   |
| Subject                                    | Warrant Details                                   |
| Warrant Status                             | Warrant Details                                   |
| Agency                                     |                                                   |
| District                                   |                                                   |
| IR #                                       |                                                   |
| Location_Entity_Link_Subdivision_4_ATTR_ID |                                                   |
| Location_Entity_Link_Subdivision_5_ATTR_ID |                                                   |
| Reporting Area                             |                                                   |

Mark43 RMS System Administrator Menu

THIS PAGE CONTAINS MARK43 PROPRIETARY AND CONFIDENTIAL INFORMATION

Attributes

Any value that appears in a field or dropdown in the Mark43 RMS is an attribute. You can add or edit these values from the Admin Attributes page. This enables a department's IT team to customize certain aspects like adding different types of weather to the Weather Conditions field and more. As a best practice, only IT administrators should have access to this page. The ability to use this page is controlled by a specific role. Once you have been added to this role, you may edit Attributes on this page. Access the Admin Attributes page from the Admin Settings Menu.

Attributes

HISTORY (AGGRAVATED ASSAULT CIRCUMSTANCE)

VIEW/EDIT

+ NEW ATTRIBUTE

Attribute Types

Attribute

02 - Assault On Law Enforcement Officer(s)

Admin Patrol  
MARK43

Advised Rights Response  
MARK43

Agency Type  
MARK43

Agency Type Global  
MARK43

Aggravated Assault Circumstance  
NIBRS

Animal Cruelty Category  
NIBRS

Arrest Disposition  
MARK43

Arrest Disposition Global  
MARK43

Argument  
Code: 01

Assault On Law Enforcement Officer(s)  
Code: 02

Big Fight  
Code: 03

Club Related  
Code: Club Related

Domestic Issue  
Code: 04

Drug Dealing test  
Code: 05

Huge Huge Fight  
Code: 06

Juvenile Crew  
Code: 07

Attribute Type  
Aggravated Assault Circumstance

Attribute Name  
Assault On Law Enforcement Officer(s)

Code  
02

Active Date / Time  
04/13/2016 13:30

Expiration Date / Time  
mm/dd/yyyy N/A

Active

NIBRS: AggravatedAssaultHomicideFactors  
02 - Assault On Law Enforcement Officer S

☐ Is Default Value

☐ Is Other

SAVE CANCEL

Last Modified Apr 13, 2016 13:30 by Super User



THIS PAGE CONTAINS MARK43 PROPRIETARY AND CONFIDENTIAL INFORMATION

Case Types

New Case Type

Case Type

Major Crimes

Case Type Abbreviation

MC

Active Date / Time

01/23/2018

00:00

Expiration Date / Time

mm/dd/yyyy

hh:mm

Case Duration (in Days)

# of Days

Default Case Status

Open

Default Unit Assigned

Default User Assigned

DEFAULT SUPERVISORS

+ SUPERVISOR

DEFAULT USER PERMISSIONS

User / Role

Marka3 Creator

Access Level

Can Manage

User / Role

Department - cobalt

Access Level

Can Find

User / Role

Detective

Access Level

Can View

+ PERSONNEL

THIS PAGE CONTAINS MARK43 PROPRIETARY AND CONFIDENTIAL INFORMATION

Managing Multi-Agency Set-up

Agencies

Agencies

Department of Forensic Sciences

Department of Veterans Affairs

FBI

FBI Field Office

Federal Protective Service

Federal Reserve System Police

Fresno

Fresno County Sheriff

George Washington University Police

Georgetown University Police

Hawthorne

Howard University Police

INS Police

IRS Police

Agency Name

FBI

Agency Code

58

Agency Type

Agency ORI

SAVE

CANCEL

Last Modified Oct 13, 2016 09:30 by Super User

Department Profile Admin

DEPARTMENT PROFILE INFO

EDIT

Display Name:

Mark43

Time Zone:

America/New\_York

UCR/NIBRS Regional Group:

CA\_UCR

Country Code:

US

Center Latitude:

38.900577

Center Longitude:

-77.036304

Radius (Meters):

20000

SW Latitude:

38.845783

SW Longitude:

-77.107372

NE Latitude:

38.959334

NE Longitude:

-76.908932

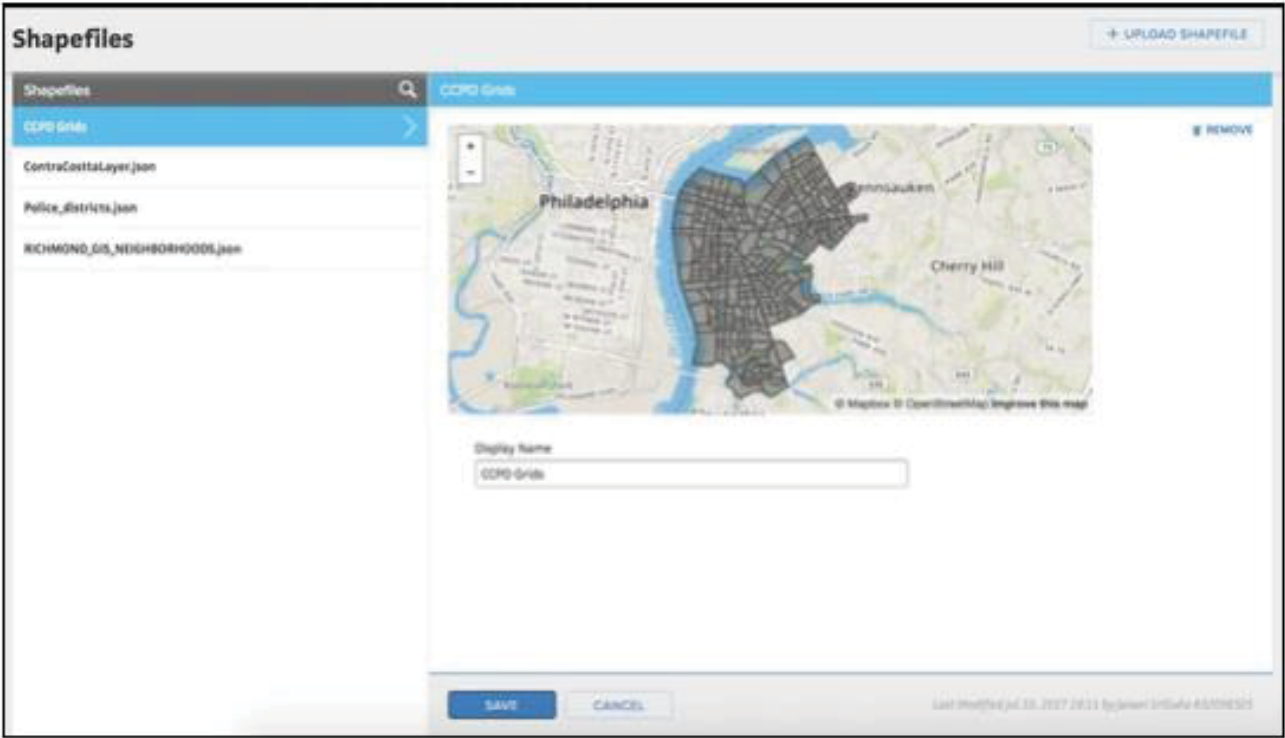
Map

Satellite

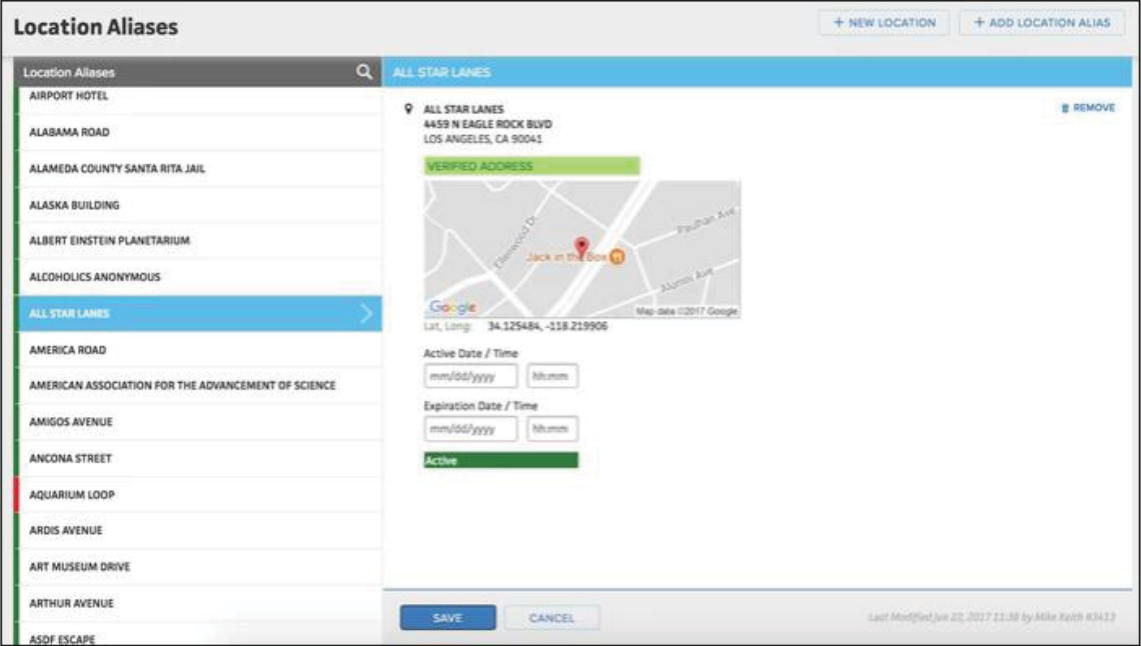


THIS PAGE CONTAINS MARK43 PROPRIETARY AND CONFIDENTIAL INFORMATION

Locations



Managing Locations



THIS PAGE CONTAINS MARK43 PROPRIETARY AND CONFIDENTIAL INFORMATION

Offense Codes

Offense Codes

13A

13A

ASSLT ON DYFS | 2C:12-1B(5)(E)

13A

ASSULT BY AUTO/VESSEL | 2C:12-1C(1)

13A

Assault

13A

BODILY INJURY W/ELUDING | 2C:12-1B(7)

13A

CAUSE/ATTEMPT BODILY INJURY | 2C:12-1B(5)

13A

FRAUD IN INSOLVENCY | 2C:21-13A

26A

FRAUD SCHEME W/CARDS/DICE /5:12-113A | 5:12-113A

90Z

SERIOUS INJURY W/ELUDING | 2C:12-1B(6)

13A

Assault

Offense Display Name

Assault

Offense Code / Statute

Statute Code Set

Description

Active Date / Time

10/11/2016

00:00

Expiration Date / Time

mm/dd/yyyy

hh:mm

Active

Arrest Type

Custodial Warrantless

Fine Amount

NIBRS Code

13A - Aggravated Assault

SAVE

CANCEL

Last Modified Oct 13, 2016 09:37 by Super User

THIS PAGE CONTAINS MARK43 PROPRIETARY AND CONFIDENTIAL INFORMATION

Report Types

Report Types

Report Types

Customized Property Summary

Custom Seattle Report

Domestic Violence

Field Contact

Impound

Investigative Supp

Missing Persons

Non-Corpe Report

Offense/Incident

Pursuit Incident

☐ Is Active

☐ Allow Multiple Under RDN

☐ Has Report Case Status

Name

Abbreviation

Report History Visible

After First Submission

DEFAULT PERMISSIONS

User / Role

Access Level

Department - select

Can Edit

User / Role

Access Level

Mark43 Creator

Can Manage

PERSONNEL

SAVE

CANCEL

THIS PAGE CONTAINS MARK43 PROPRIETARY AND CONFIDENTIAL INFORMATION

Streets

Street Segments

+ NEW STREET SEGMENT

Segments

15TH ST

NJ, US

15TH ST

NJ, US

15TH ST

NJ, US

15TH ST

NJ, US

15TH ST

NJ, US

15TH ST

NJ, US

New Street Segment

Street

Street Segment Parity

Street Segment Side

Start Cross Street

End Cross Street

Start Range

End Range

Start Latitude

Start Longitude

SAVE

CANCEL

THIS PAGE CONTAINS MARK43 PROPRIETARY AND CONFIDENTIAL INFORMATION

Users, Roles, and Abilities

USER ACCOUNT

Email / Username:

test+officerlcp@mark43.com

Account Status:

Active

PROFILE INFO



Name:

Patrol Officer

Badge #:

1016

Agency:

MPD

Default Arresting Agency:

Downey

Sex:

Unknown

IDENTIFIERS

DUTY STATUS

Duty Status:

Full

Effective Date:

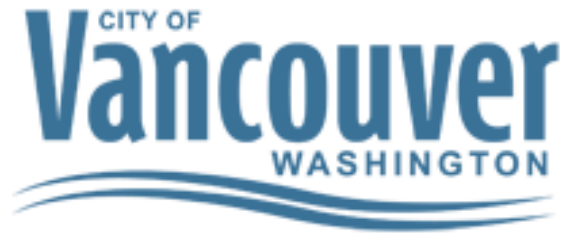
Oct 15, 2016

ASSIGNMENT

ASSIGNED ROLES

| Role                | Can Manage               |
|---------------------|--------------------------|
| Department - cobalt | <input type="checkbox"/> |
| Patrol              | <input type="checkbox"/> |





## **REQUEST FOR PROPOSALS (RFP 17-18)**

**For a**

### **Police Records Management and Report Writing System**

**Due date:** July 30, 2018

**Contact:** Mike Wolfson

[Mike.Wolfson@cityofvancouver.us](mailto:Mike.Wolfson@cityofvancouver.us)

## TABLE OF CONTENTS

|                                              |           |
|----------------------------------------------|-----------|
| <b>I. GENERAL INFORMATION</b>                | <b>3</b>  |
| Timeline                                     | 3         |
| Questions                                    | 3         |
| Submission of Proposals                      | 3         |
| <b>II. PROJECT OVERVIEW</b>                  | <b>5</b>  |
| General Overview of Desired System           | 5         |
| Workload Measures and Technology Environment | 6         |
| Agency Background                            | 9         |
| Vendor Qualifications                        | 12        |
| <b>III. FORMAT OF PROPOSALS</b>              | <b>13</b> |
| <b>IV. EVALUATION PROCESS</b>                | <b>14</b> |
| Evaluation Criteria and Scoring              | 14        |
| Award of Contract                            | 15        |
| <b>V. GENERAL TERMS AND CONDITIONS</b>       | <b>16</b> |
| Termination                                  | 16        |
| Insurance                                    | 16        |
| Liability and Hold Harmless                  | 17        |
| City Business and Occupation License         | 18        |
| Reimbursement                                | 18        |
| Public Records and Proprietary Material      | 18        |
| Appendix A. General Information Form         | 20        |
| Appendix B. Company Information Form         | 21        |
| Appendix C. Scope of Work Form               | 31        |
| Appendix D. Customer References Form         | 40        |
| Appendix E. RFP Exceptions Form              | 42        |
| Appendix F. Pricing Form                     | 44        |
| Appendix G. Terms and Conditions             | 63        |
| Appendix H. Accurint Interface Information   |           |
| Appendix I. Booking Workflow Options         |           |
| Appendix J. SECTOR Interface Guide           |           |
| Appendix K. System Specifications            |           |

Non-page numbered appendix items

## I. GENERAL INFORMATION

The City of Vancouver is seeking proposals from qualified companies to provide an integrated law enforcement records management and report writing system. Request for Proposal packets may be examined at Vancouver City Hall, Document Viewing Table, 1st Floor Lobby, 415 W. 6th Street, Vancouver, Washington, or online at: <https://vancouver.procureware.com>.

It is the sole responsibility of the proposer to learn of Addenda, if any. Such information may be obtained at the above link. The City of Vancouver accepts no responsibility or liability and will provide no accommodation to proposers who fail to check for addendums and submit inadequate or incorrect responses.

The City of Vancouver is committed to providing equal opportunities to State of Washington certified Minority, Disadvantaged and Women's Business Enterprises in contracting activities.

### Timeline

| Event                           | Date                                                |
|---------------------------------|-----------------------------------------------------|
| RFP Issued:                     | June 18 <sup>th</sup> , 2018                        |
| Questions Due:                  | July 6 <sup>th</sup> , 2018                         |
| Questions Answered:             | July 13 <sup>th</sup> , 2018                        |
| Proposal Due Date:              | July 30 <sup>th</sup> , 2018                        |
| Short-listed Vendors Contacted: | August 24 <sup>th</sup> , 2018                      |
| Vendor Demonstrations:          | September 24 <sup>th</sup> -28 <sup>th</sup> , 2018 |
| Vendor Site Visits:             | September 4 <sup>th</sup> -28 <sup>th</sup> , 2018  |
| Vendor Selection:               | September 30 <sup>th</sup> , 2018                   |

### Questions or Requests for Clarification

Questions regarding the RFP must be sent to Mike Wolfson, Procurement Specialist, at [Mike.Wolfson@cityofvancouver.us](mailto:Mike.Wolfson@cityofvancouver.us) and be received by 3:00 p.m. Pacific time, **July 6th, 2018**. Incomplete or late inquiries may not be considered. If required, an addendum addressing these matters will be released no later than 5:00 p.m. Pacific time, **July 13th, 2018**.

### Submission of Proposals

Proposals may be submitted in person, via US Mail, or parcel delivery. Proposals should be concise and only include information requested.

- Proposers to provide: **1** signed, original copy of Proposal, **5** paper copies of Proposal and **1** electronic copy of Proposal on a **CD or USB thumb drive** (MS Word, MS Excel compatible and .PDF formatted files)
- Page size: **8.5" x 11"** using the forms herein
- Minimum font size: **12** point
- Save entire proposal as a single .PDF in the order listed on p. 13 herein utilizing the same formatting and numbering scheme provided herein.

Sealed proposals must be received by the City no later than 3:00 PM (Pacific Time), **July 30th, 2018**. Submissions received after the specified time will not be accepted. The City of Vancouver is not responsible for delays in delivery. Official delivery time shall be documented by City affixed time stamp. No proposer may withdraw their proposal after the hour set for the opening thereof, unless the award of contract is delayed for a period exceeding ninety days (90) days. Proposals must be in a sealed envelope, and clearly marked "RFP #17-18." Proposals submitted by FAX or EMAIL will NOT be accepted.

### **Mailed Proposals**

All responses to this request that are mailed through the United States Postal Service must be addressed to (the United States Postal Service (USPS) will NOT deliver to the street address):

*Procurement Services Manager  
City of Vancouver  
PO Box 1995  
Vancouver, WA 98668*

### **In-person Deliveries of Proposals**

In-person deliveries of proposals should be addressed and delivered to:

*Procurement Services Manager  
City of Vancouver  
Customer Service Desk  
1st floor lobby  
415 W. 6th Street  
Vancouver, WA 98660*

Please be advised that USPS deliveries requiring a signature may not be delivered in a timely manner as our receiving point is not staffed at all times and may not be available to sign at the time of delivery.

The City reserves the right to cancel this Request for Proposals or reject any and all proposals submitted or to waive any minor deviations from the Request for Proposal if the best interest of the City would be served. Proposers may not withdraw proposals after the hour set for opening, unless award of contract is delayed for more than **ninety (90) days**.

## II. PROJECT OVERVIEW

The Vancouver Police Department is soliciting proposals for the replacement of its records management and report writing system. The Department is seeking an off-the-shelf integrated solution that will meet its requirements with minimal customization. It should be capable of being fully operational for all users with minimal impact to City resources within the time frame mutually agreed to by the selected proposer and the City. The system will be expected to be installed and operational during the second quarter of 2019. The selected proposer will be contractually required to meet the agreed upon deadline. Proposers are encouraged to submit proposals for systems that best meet the needs of the Department, whether it is a cloud-based or on-premise solution.

### General Overview of Desired System Functionality

The desired solution will be a system designed specifically for law enforcement operations which allows users to enter and search for various types of reports, data and attachments from both mobile and desktop computers in a seamless and user-friendly manner. Users should be able to save and close a report that is not yet finished and seamlessly continue writing that report at a later time and at another location without having to take additional interim steps including uploading or searching. During the time that a report is considered a draft and not yet complete and approved, reports should be viewable and searchable by other users, such that the data within unfinished reports can be queried. The system should automatically pre-populate data into reports including time, date, location, names, vehicles and case numbers, as described herein. If the pre-populated data is already in the system, any changes to the data made by the user should update the respective master record while retaining the record's historical data as well.

Additionally, the system shall be easily searchable in a way that enables users to enter search criteria in any manner, including searching individual data fields or combinations thereof, or using partial or full information in one global search field that will return any and all records that encompasses the data entered. The system should enable users to build and save custom search queries for re-use at any time.

The desired system will be highly user-friendly, requiring minimal fields to be completed, minimal steps to review and approve reports, minimal redundant data entry, and minimal steps to comply with and submit crime data to the Washington Incident-based Reporting System. It should enable easy analysis of crime trends and criminal investigative and intelligence information, and employee performance metrics.

The ideal system will also include a robust property and evidence management function with the ability to document the collection, processing, management, and disposal of large quantities of property in a highly automated and efficient fashion.

For all requirements herein, by submitting a response and participating in the RFP process, you are indicating the requested functionality is available today as your current system exists. Do not indicate in your written response, or in any system demonstration conducted as part of the RFP process, information regarding functionality that may be available in the future.

The Vancouver Police Department requires a system that is fully compliant with current FBI Criminal Justice Information Services (CJIS) Security Policy which includes functionality for:

- Police incident, arrest and supplemental reporting which conforms to Washington State's Incident Based Reporting System
- Police field interviews/contacts
- Police property and evidence management
- Police case management
- Crime analysis
- Protection orders
- Warrants
- Integrated criminal and vehicle information systems queries

The term "RMS" is generically used herein to represent both the records management and reporting writing components of the new system.

#### Vancouver Police Workload Measures, Current Environment, and Interfaces

| Item                                           | Description                                                           |
|------------------------------------------------|-----------------------------------------------------------------------|
| <b>Number of users:</b>                        | 218 sworn personnel and approximately 75 administrative support users |
| <b>Current RMS:</b>                            | Versadex by Versaterm                                                 |
| <b>Current report writing application:</b>     | Versadex Mobile Report Entry Version 8.0.11                           |
| <b>Current CAD:</b>                            | Hexagon CAD Version 9.3 MR6                                           |
| <b>Number of incident reports:</b>             | 54,146                                                                |
| <b>Number of criminal description records:</b> | 17,565                                                                |
| <b>Number of attachments:</b>                  | 333,000                                                               |
| <b>Number of supplemental reports:</b>         | 29,730                                                                |
| <b>Number of field interviews:</b>             | 7,806                                                                 |
| <b>Number of citations:</b>                    | 18,736                                                                |
| <b>Number of name records:</b>                 | 158,892                                                               |
| <b>Number of vehicle records:</b>              | 44,507                                                                |
| <b>Number of property records:</b>             | 55,193                                                                |

#### Existing Technology Systems Requiring Interfaces

Interfaces will be developed and implemented by the selected bidder. Below are the systems requiring interfaces. The information that is available to assist with these interfaces is either listed below or included herein as an appendix. If further information is needed, please submit a request to the contact listed for this RFP.

| <b>Function</b>                                    | <b>System</b>                                                         | <b>Notes</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|----------------------------------------------------|-----------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| GIS                                                | ESRI                                                                  | The City's GIS infrastructure is provided by Clark County. The GIS data delivered to the current RMS includes layers, address data, and place names. The dataset is created with custom scripts that extract the data, and write it to GIS shape files.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Criminal Histories, NCIC, Driver's License Queries | Washington Criminal Information Center (WACIC)                        | <p>Washington agencies access WACIC via a Washington State Patrol system known as "A Central Computerized Enforcement Service System" (ACCESS).</p> <p><a href="http://www.wsp.wa.gov/secured/access/docs/xml_resources/XML_Resource_Center/intro.htm">http://www.wsp.wa.gov/secured/access/docs/xml_resources/XML_Resource_Center/intro.htm</a></p> <p>Also see: <a href="https://www.wsp.wa.gov/secured/access/">https://www.wsp.wa.gov/secured/access/</a></p> <p>Washington State Patrol is currently changing from a text-based messaging system for system entries and returns to an XML based system. The exact time this change will be completed is not known at this time and as such, the selected vendor is expected to provide an interface under the current technical environment as of the date work is completed. Related system specifications for the new RMS are described in Appendix K.</p> |
| Collision Reporting and Traffic Citations          | Statewide Electronic Collision & Ticket Online Records (SECTOR)       | Traffic accidents and citations are written into SECTOR, a Washington State Patrol application. The selected vendor will be expected to provide an interface between the RMS and Electronic Traffic Information Processing (eTRIP), the application that enables the transport of data entered into SECTOR. See Appendix J. for details regarding this interface. Related system specifications for the new RMS are listed in Appendix K.                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| NIBRS Reporting                                    | Washington Association of Sheriffs & Police Chiefs Repository (WASPC) | <p>Washington's crime reporting program, the Washington Incident-based Reporting System (WIBRS) maintains user and technical specifications, tables, and coding information here:</p> <p><a href="http://www.waspc.org/cjis-training--manuals---reference">http://www.waspc.org/cjis-training--manuals---reference</a></p> <p>The selected vendor is expected to ensure their system produces NIBRS data conforming to WIBRS standards. WIBRS data is sent electronically via WASPC. System specifications related to NIBRS functionality are listed in Appendix K.</p>                                                                                                                                                                                                                                                                                                                                           |



|                                                 |                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|-------------------------------------------------|-----------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| CAD                                             | Hexagon CAD                                                                                   | Calls for service and dispatching operations for Vancouver Police are provided by the Clark Regional Emergency Services Agency (CRESA). The CAD system, maintained by CRESA, is a Hexagon product. The vendor has an interfacing tool and has stated it will be available upon request. Related system specifications for the new RMS are listed in Appendix K.                                                                                                                                                                                                                                                                                                                                                                                                                       |
| City and County Attorney's Case Tracking System | Tiburon                                                                                       | The current RMS interfaces with a Tiburon case management system in place at the City and County prosecutors' offices, which is no longer supported. Related system specifications for the new RMS are listed in Appendix K. The Vancouver City Attorney's Office is evaluating the need for an updated system. The exact time this change will be completed is not known at this time and as such, the selected vendor is expected to provide an interface under the current technical environment as of the date work is completed.                                                                                                                                                                                                                                                 |
| Crime Analysis                                  | <ul style="list-style-type: none"> <li>LexisNexis Accurint</li> <li>LInX Northwest</li> </ul> | <p>The Vancouver Police Department utilizes Accurint, a crime analysis software application, to conduct certain crime analysis functions. See Appendix H. for information regarding this system.</p> <p>The Law Enforcement Information Exchange Northwest is a system maintained by Northrop Grumman, and is used by numerous agencies to share criminal justice records. Participating agencies' records are searchable via this system. Contact <a href="mailto:PublicSafety@ngc.com">PublicSafety@ngc.com</a> to obtain interfacing requirements to the LInX Northwest system. Related system specifications for the new RMS are listed in Appendix K.</p>                                                                                                                        |
| Clark County Sheriff's Office                   | EIS RMS/JMS                                                                                   | The Vancouver Police Department utilizes the Clark County Jail for the processing and housing of persons arrested by their officers. Persons arrested are booked in via a web-based pre-book form that officers complete. The data in this form populates Clark County's Jail Management System and contains information about the person arrested and their criminal charges. The pre-book form, JMS and RMS at Clark County are EIS systems utilized by Vancouver Police for the arrest/booking process. An interface to this system is desired which would limit redundant data entry of arrested persons and also ensure that booking photos are imported into the RMS. Related system specifications for the new RMS are listed in Appendix K. Also see Appendix I. for details. |

## Agency Background

The City of Vancouver encompasses 51.84 square miles, has an estimated 2018 population of 185,000 and is projected to exceed 200,000 within the next 10 years. The City is located on the I-5 corridor and extends along the shore of the Columbia River, 100 miles upstream from the Pacific Ocean. It lies directly across the river from Portland, Oregon, and is the southern gateway to the State of Washington.

The City is responsible for vital municipal infrastructure and urban services. It builds and repairs roads, maintains water and sewer service, provides fire and police protection as well as parks and recreation programs, administers land use policy and takes an active role in Vancouver's commercial and industrial development.



Vancouver has a council/manager form of government with a city council comprised of the mayor and six councilmembers who set policy and direction. The city manager oversees the day-to-day operations of the City.

Police services in the City of Vancouver are provided by the Vancouver Police Department (VPD). VPD is a professional, progressive and innovative law enforcement agency. The department practices community-oriented policing, and its mission is to partner with the community to preserve life, protect property and enhance livability through equitable law enforcement and effective use of resources.

Vancouver Police Officers predominantly work out of two precincts. The precinct boundaries were fashioned based on call volume, geography and population. West Precinct is located at 2800 NE Stapleton Road, and is home to patrol officers, the Property Crimes Unit, Major Crimes Unit, Traffic Unit, Special Operations,



Tactical Services, the Digital Evidence and Cybercrime Unit, Safe Streets Task Force, Special Investigations Unit, Training, and the Records Division. East Precinct is located at 520 SE 155th Avenue, and supports patrol operations on the east side of the city.

Each precinct has two geographical areas called districts (1-4), and each district is divided into four or five beats (11-44). Beats are configured based on population and call volume, but also align with the boundaries of neighborhood associations. Patrol officers work within these districts and beats, and each precinct also staffs Neighborhood Police Officers, Police Service Technicians and a Neighborhood Response Team, to support patrol operations.

In addition to the precincts, VPD personnel work out of several other locations. These include a Headquarters building, evidence facility, Children’s Justice Center, Elder Justice Center, and the Domestic Violence Center.

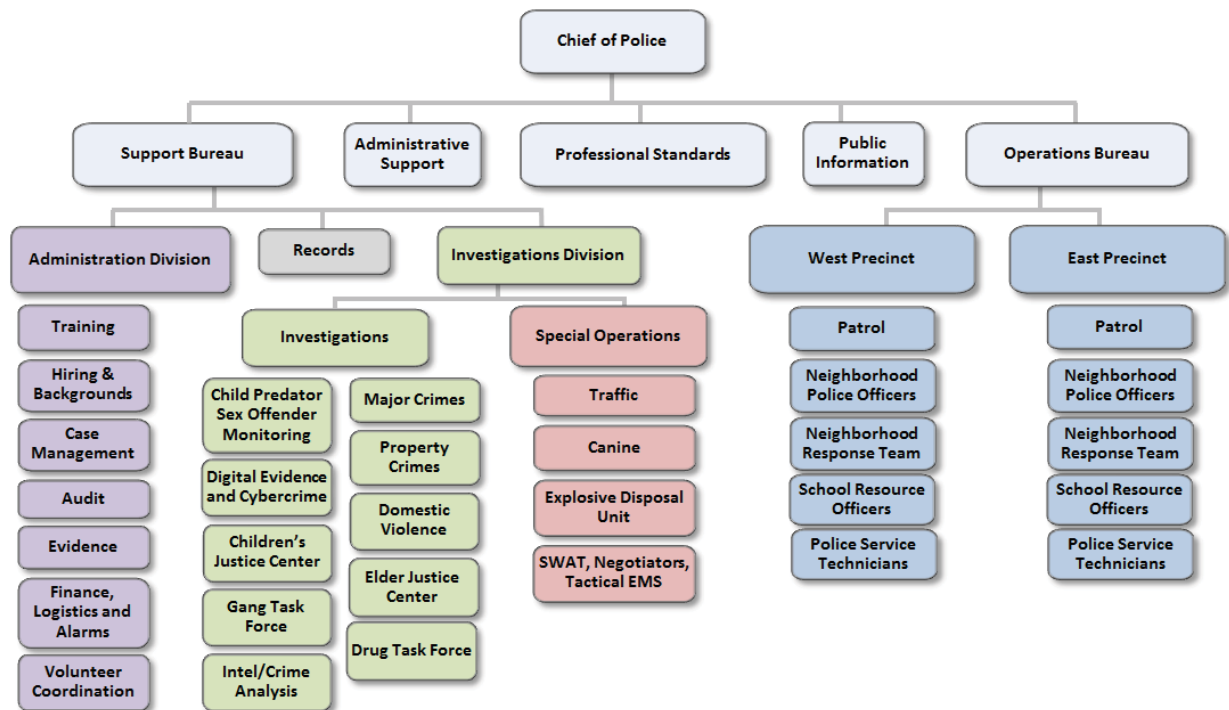
VPD is currently authorized for 218 sworn staff and 54.5 civilian staff. Sworn staff include the chief, assistant chiefs, commanders, lieutenants, sergeants, and officers. The chief of police plans, directs, manages and oversees all the activities and operations of the police department. The assistant chiefs plan, manage, and coordinate the activities and operations of either the Operations or Support Bureau. Commanders and lieutenants function as members of the leadership team, assisting in the creation and execution of management decisions and serving as liaisons with personnel. Sergeants are mid-level supervisors responsible for the daily assignment, supervision, training and mentoring of personnel. Corporals perform field-based supervisory duties when assigned, in addition to the duties of an officer. Finally, officers are generally assigned to patrol a designated geographic area of the City, although officers may also work in specialty investigative units.

In addition to commissioned personnel, VPD also has civilian staff members providing a range of vital duties to support department operations through administrative support, finance and logistics, community service, crime analysis, computer crimes, records, and evidence management.

| Position Title            | Number of Personnel |
|---------------------------|---------------------|
| Chief                     | 1                   |
| Assistant Chief           | 2                   |
| Commander                 | 4                   |
| Lieutenant                | 8                   |
| Sergeant                  | 30                  |
| Corporal                  | 17                  |
| Officer                   | 146                 |
| Crime Analyst             | 3                   |
| Evidence Technician       | 4                   |
| Other Civilian            | 16.5                |
| Police Service Technician | 10                  |
| Police Records Personnel  | 23                  |

- Police Records Specialists perform a variety of specialized clerical tasks in the processing and maintenance of police records. They process police reports, warrants, citations, and other enforcement related documents, and respond to requests for information and records from officers, city departments, outside agencies, and the public. They also provide administrative and clerical support for police operations. In addition to serving as a front-line contact for routine phone calls and walk-in customers, records specialists track officer court scheduling and overtime, order and re-stock office supplies, handle mail and deliveries, and provide general office support for various department functions.
- Police Service Technicians, or PSTs, provide uniformed support for police operations in both precinct and field settings. PSTs take crime reports and assist with other non-emergency functions to free officers for emergency response, proactive policing strategies, and investigations, enhancing operational efficiency and service to the community.
- Crime Analysts provide statistical and analytical research to assist law enforcement with identifying and addressing criminal activity patterns to promote community safety and effective use of resources.

- Evidence Technicians are responsible for maintaining the integrity of evidence and property. They manage the inventory of items seized as evidence during investigations, and other found property or articles taken for safekeeping. The evidence facility currently holds over 55,000 items of evidence.
- Support Specialists provide administrative and clerical support for police operations.



The City of Vancouver is located in Clark County, and works closely with several partners in the local criminal justice system to successfully prosecute defendants. Court is conducted at the Clark County Courthouse. The Vancouver City Attorney's Office prosecutes misdemeanors, while the Clark County Prosecuting Attorney's Office prosecutes felonies and juveniles. The City and County jointly staff and operate a Domestic Violence Prosecution Center which prosecutes domestic violence crimes, and there is a Children's Justice Center, Elder Justice Center and Drug Task Force. All of these partner agencies depend on quick and reliable access to police reports and associated data generated and collected by VPD officers.

### Current RMS

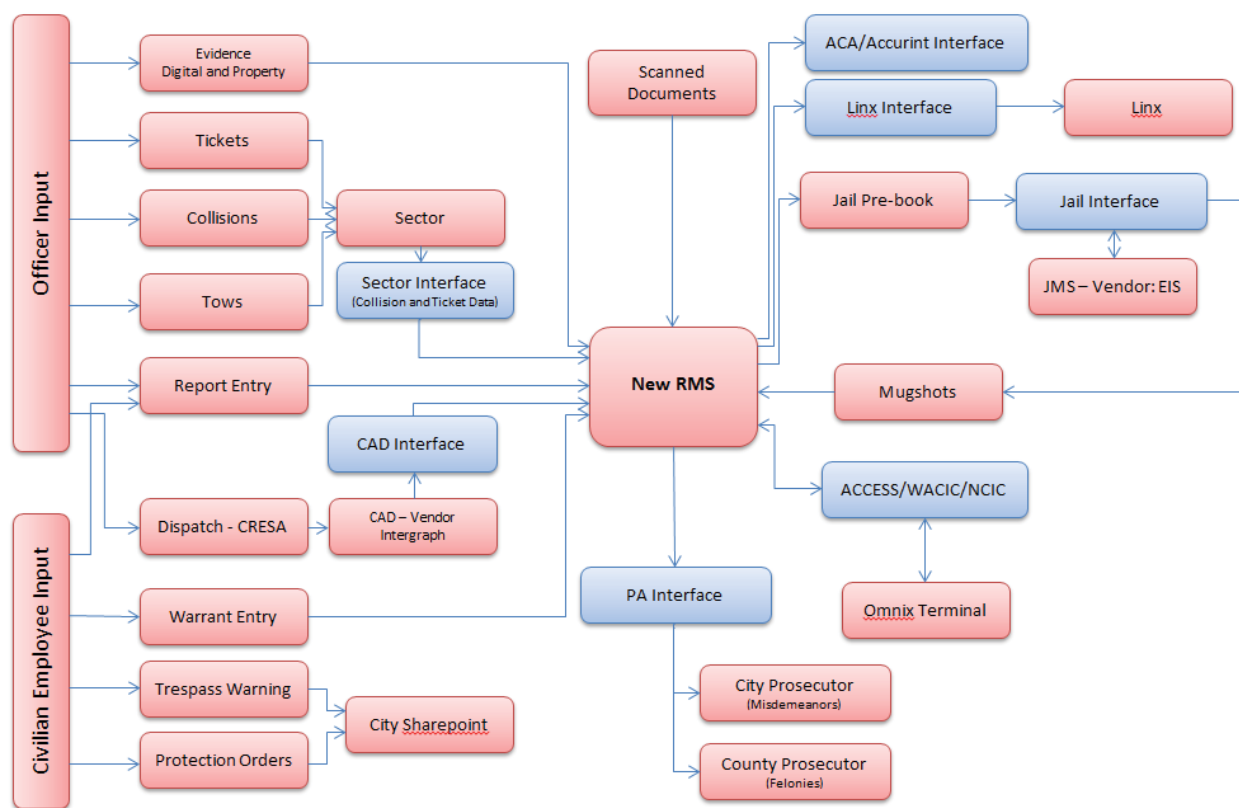
In May 2009, the Portland Police Bureau, in collaboration with 18 police agencies in Washington and Oregon, entered into an inter-agency agreement to implement a jointly shared law enforcement records management system to enable the sharing of criminal records and intelligence information throughout the region. The consortium ultimately grew to 44 participating agencies.

The Portland project, known as the Regional Justice Information Network (RegJIN), involved the establishment of a project governance committee comprised of representatives from each participating agency. After a competitive purchasing process, a system was selected in 2013. The system went live in April of 2015.

After a short time, several factors contributed to RegJIN agencies opting out of the agreement and initiating efforts to purchase their own records management systems. As more members have left, the long-term viability of the project has been compromised. Accordingly, VPD is seeking to purchase a new RMS for the agency.

The City maintains a full-time IT Department which will make staff available to assist with this project. The police department also has a project team in place. These individuals will be available as resources to assist with subject matter expertise, coordination of resources, and facilities access.

**Vancouver Police Department Proposed Records Management System Diagram**



### Vendor Qualifications

Companies bidding on this project shall specialize in law enforcement records management software systems and be able to provide references from similar sized agencies to that of the Vancouver Police Department that have purchased and implemented the vendor's proposed system within the last five years.

### III. FORMAT OF PROPOSALS

These instructions were prepared to aid in proposal development. They also provide for a structured format so reviewers can systematically evaluate all proposals. Each copy of the proposal package must include all sections in the order indicated below.

Bidders shall submit proposals according to the requirements, order and proposal specifications described in this section. Do not include additional marketing or other material.

Once all forms have been completed, combine all forms into a single .PDF file.

| SECTION      | TITLE                                  | CONTENT and INSTRUCTIONS                                                                                                                                                                                                                                       |
|--------------|----------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Section I.   | General Information Form (Appendix A.) | Complete Appendix "A" herein. It should be the cover sheet of the proposal. This form must be signed by a person authorized to represent your company and this project and to enter into contract negotiations on its behalf, who is at least 18 years of age. |
| Section II.  | Company Information Form (Appendix B.) | Complete Appendix "B" herein.                                                                                                                                                                                                                                  |
| Section III. | Scope of Work (Appendix C.)            | See Appendix "C" herein for instructions.                                                                                                                                                                                                                      |
| Section IV.  | References (Appendix D.)               | Complete Appendix "D" herein.                                                                                                                                                                                                                                  |
| Section V.   | RFP Exceptions (Appendix E.)           | Complete Appendix "E" herein. If you have no exceptions, enter "N/A" in the form.                                                                                                                                                                              |
| Section VI.  | Price (Appendix F.)                    | Complete Appendix "F" herein.                                                                                                                                                                                                                                  |
| Section VII. | System Specifications (Appendix K.)    | Complete Appendix "K" herein.                                                                                                                                                                                                                                  |



## IV. EVALUATION PROCESS

The City expects the vendor to perform the related professional services (e.g. best practices guidance, training, project management, implementation, integration) related to the implementation of the RMS in a timely and professional manner with experience gained from successfully implementing the proposed solution at comparable U.S. municipalities with similar requirements.

The ideal vendor(s) shall have experience in successfully implementing police records management systems for similar sized and purposed agencies. The selected vendor shall be responsible for the final City approved design, installation, and implementation of the system including development of user acceptance testing, training, system integration and connectivity to existing resources.

This RFP process seeks to provide the best overall solution for the City. Total cost of ownership will not be the only factor in making the determination. Other factors that may contribute to the selection process include but are not limited to:

- Completeness and clarity of the proposal in response to this RFP
- Flexibility to meet the City's terms and conditions for this project
- Project approach and understanding of the City's objectives and requirements
- Vendor's implementation methodology and success
- Vendor's installed base and experience with similar customers to the City
- Feedback from customer references
- Vendor and solution viability, vision and ability to meet the City's requirements in the future
- Ability to meet the City's requirements (software functionality, usability, performance, flexibility, integration, and technology)
- Total Cost of Ownership, and quality of ongoing maintenance and support

The City will determine the most qualified proposer based on the Evaluation Criteria listed herein using predetermined weights and the responsiveness of the proposal.

The City reserves the right to develop a short list of proposers based on the evaluation of proposers utilizing the evaluation criteria listed herein. The City also reserves the right to request additional information, conduct conference calls to go over the response, or take any other action it deems necessary to do a thorough and objective evaluation of each response including conducting background/due diligence research on bidding companies.

### Evaluation Criteria and Scoring

Each bidder in response to this RFP will be evaluated and scored as follows:



|                 |                                   |                                                              |
|-----------------|-----------------------------------|--------------------------------------------------------------|
| <b>Phase I</b>  | <b>Written proposal</b>           | <b>40 Points maximum based on the below listed criteria:</b> |
|                 | Section III: Scope of Work        | 15 points maximum                                            |
|                 | Section IV: System Specifications | 15 points maximum                                            |
|                 | Section VII: Pricing              | 10 points maximum                                            |
| <b>Phase II</b> | <b>Vendor Demonstration:</b>      | <b>25 points maximum</b>                                     |
|                 | <b>Hands-on Review:</b>           | <b>25 points maximum</b>                                     |
|                 | <b>Site Visits:</b>               | <b>5 points maximum</b>                                      |
|                 | <b>Reference Feedback:</b>        | <b>5 points maximum</b>                                      |
|                 | <b>TOTAL:</b>                     | <b>100 points</b>                                            |

A short list of proposers will be developed upon completion of Phase I and will be invited to participate in Phase II. Phase II will include the following:

#### **Vendor Demonstration**

An onsite system demonstration (at the City of Vancouver) will be scheduled in which proposers will be provided an opportunity to demonstrate their product, followed by three scripted scenarios. Each scenario will require the proposing vendor to demonstrate the system's capability to fulfill the requirements described in the scenario. A pre-designated group of City users representing a cross-section of City police and IT personnel will complete a standardized survey to score the scenarios for a maximum of 25 points.

#### **Hands-on Review**

During the hands-on system review (at the City of Vancouver), proposers will be required to provide access to the current version of the RMS and all features of the system that the proposer indicated it is capable of in Phase I. A group of City users representing a cross-section of police and IT personnel will be provided the opportunity to utilize the RMS as they see fit. Each user will be provided with a standardized survey to score the system for a maximum of 25 points.

#### **Site Visits**

Each proposing vendor will provide the names of three police agencies utilizing their system. A pre-designated group of City personnel will visit the agencies to see the system and obtain feedback. Each user will complete a standardized survey to score the results of the site visit for a maximum of 5 points.

#### **Reference Feedback**

Each reference submitted in the proposals will be provided a standardized system survey. Each survey will be scored with a possible maximum of 5 points. **These references shall be different agencies than those utilized for site visits.**

#### **Award of Contract**

The City will attempt to reach a final agreement with the highest scoring responding proposer. However, the City may, in its sole discretion, terminate negotiations and reject the proposal if it appears agreement containing satisfactory terms cannot be reached. Sole discretion for rejecting the proposal shall rest with the City.

The City may then attempt to reach a final agreement with the next highest scoring proposer and may continue on, in the same manner, with remaining proposers until an agreement is reached.

Award of the contract shall be made with reasonable promptness by giving verbal and written notice to the proposer whose proposal best conforms to the request, receives the highest score through the evaluation process, and which will be the most advantageous to the City. It is the intent of the City to award a contract on a fair and competitive basis.

Upon successful completion of contract negotiations, a recommendation will be forwarded to the City Council for approval. Until approved by the City Council and contract execution, no selection is final.

The selected vendor shall enter into a professional services agreement with the City (see Appendix “G”). These attached terms and conditions are meant to be non-negotiable, but may be modified at the City’s sole discretion. **Any concerns with, or requested modification to, the terms and conditions must be addressed within the submitted proposal via the RFP exceptions form, Appendix E. herein. Requests to modify the terms and conditions after the proposal’s closing date and time will not be considered.**

## V. GENERAL TERMS AND CONDITIONS

Following is a summary of anticipated terms of the Professional Service Agreement. The following information is provided for convenience only. In the event of a conflict between the information set forth below and the terms and conditions of the Professional Service Agreement, the Professional Service Agreement shall control.

### Termination

The City, at its sole discretion, may terminate this contract for convenience at any time for any reason deemed appropriate. Termination is effective immediately upon notice of termination given by the City.

### Insurance

The selected bidder will need a current Certificate of Insurance on the standard “ACORD” or, comparable form with a minimum of the following:

#### General Liability:

- \$1,000,000 General Liability
- \$1,000,000 Combined Single Limit Auto Liability
- \$5,000,000 Umbrella Liability
- \$5,000,000 Cyber Liability
- \$1,000,000 Professional Liability

#### Workers’ Compensation:

- Selected bidder shall carry Workers' Compensation insurance to cover obligations imposed by federal and state statutes having jurisdiction of its employees engaged in the performance of the work or services; and, Employer's Liability insurance of not less than:
  - \$1,000,000 for each accident;
  - \$500,000 for each disease for each employee;
  - \$1,000,000 for each disease policy limit.

Other Requirements:

- The Contractor shall be in current compliance with all employment security laws of the state in which services are provided.
- Selected bidder shall be in current compliance with the State of Washington Industrial Insurance (Workers' Compensation) Program
- Washington Stop Gap Coverage: Selected bidders located in North Dakota, Ohio, West Virginia, Washington and Wyoming must have Washington Stop Gap coverage listed on the Certificate of Liability Insurance. The limits and aggregates noted above must apply to the Stop Gap coverage as well. This **must** be indicated on the certificate.
- Coverage Trigger: The insurance must be written on an "occurrence" basis. This must be indicated on the certificate. Claims made policies will be accepted for professional liability coverage only.
- City Listed as Additional Insured: The City of Vancouver, its agents, representatives, officers, directors, officials, and employees must be named as an additional insured on the CGL policy and shown on the certificate as an additional insured with an additional insured endorsement.
- City shall be listed as the Certificate Holder.

Selected bidder shall obtain, and keep in force, said insurance during the entire term of the contract.

### **Liability and Hold Harmless**

Selected bidder shall take all precautions necessary and shall be responsible for the safety of its employees, agents, and sub-contractors in the performance of the work hereunder. Selected bidder shall indemnify, defend, save and hold harmless the City of Vancouver, its officers, agents, employees and assigns from any claims, damages, losses, liability or expenses (including attorney's fees) which arise from the performance of this Contract, except those claims, damages, losses, liability, or expenses which arise from the sole negligent acts or omissions of the City, its officers, agents, employees or assigns.

### **City Business and Occupation License**

Selected bidder will be required to obtain a business license when contracting with the City of Vancouver, unless allowable exemptions apply. Businesses/Contractors shall contact the State of Washington Business License Service (BLS) at: <http://bls.dor.wa.gov/file.aspx>, telephone 800-451-7985, or go to [www.bls.dor.wa.gov/cities/vancouver.aspx](http://www.bls.dor.wa.gov/cities/vancouver.aspx) or [www.cityofvancouver.us/businesslicense](http://www.cityofvancouver.us/businesslicense), to determine whether a business license is required pursuant to VMC Ch. 5.04.

### **Reimbursement**

The City will not reimburse proposers for any costs involved in the preparation and submission of responses to this RFP or in the preparation for and attendance at subsequent interviews. Furthermore, this RFP does not obligate the City to accept or contract for any expressed or implied services. The City reserves the right to request any bidder to clarify their proposal or to supply any additional material deemed necessary to assist in the evaluation of the bidder.

### **Public Records and Proprietary Material**

Proposers should be aware that any records they submit to the City or that are used by the City, even if the proposers possess the records, may be public records under the Washington Public Records Act (RCW 42.56). The City must promptly disclose public records upon request unless a statute exempts them from disclosure.

Proposers should also be aware that if even a portion of a record is exempt from disclosure, generally, the rest of the record must be disclosed. Exemptions, including those for trade secrets and "valuable formula," are narrow and specific.

**Proposers should clearly mark any record they believe is exempt from disclosure.**

Upon receipt of a request for public disclosure, the City will notify the RFP proposer of any public disclosure request calling for production of records marked "Confidential-Exempt from Disclosure" within proposer's proposal. If the proposer believes its records are exempt from disclosure, it is the proposer's sole responsibility to pursue a lawsuit under RCW 42.56.540 to enjoin disclosure. It is the proposer's discretionary decision whether to file such a lawsuit. However, if the proposer does not timely obtain and serve an injunction, the City will disclose the records, in accordance with applicable law.

### **GENERAL INFORMATION FORM**

The **GENERAL INFORMATION FORM**, on the next page, is designed to serve as the cover sheet. Do not attach cover letters, title pages, or blank sheets ahead of this form, nor substitute letterhead paper for it. If additional space is needed, plain paper may be attached behind this form. This form must be signed by a person authorized to make proposals and enter into contract negotiations on behalf of your agency. This individual must be at least 18 years of age. **Failure to submit this form may result in your proposal being deemed non-responsive and rejected.**

## Appendix A.

### GENERAL INFORMATION FORM

#### RFP #17-18 Police Records Management and Report Writing System

This form must be signed by a person authorized to make proposals and enter into contract negotiations on behalf of your agency. To be considered for this project, the submittals must be completed in accordance with this RFP and this cover sheet must be attached.

*Failure to submit this form may result in your proposal being deemed non-responsive.*

---

Authorized Official (Signature)

---

Date

---

Print Name of Authorized Official

---

Title of Authorized Official

---

Company Name

---

Contact Person

---

Address

---

City, State, Zip

---

Phone Number

---

Fax Number

---

E-Mail Address

---

Federal Tax ID #

**NOTE:** It is the sole responsibility of the proposers to learn of Addenda, if any. Such information may be obtained at: <https://vancouver.procureware.com>

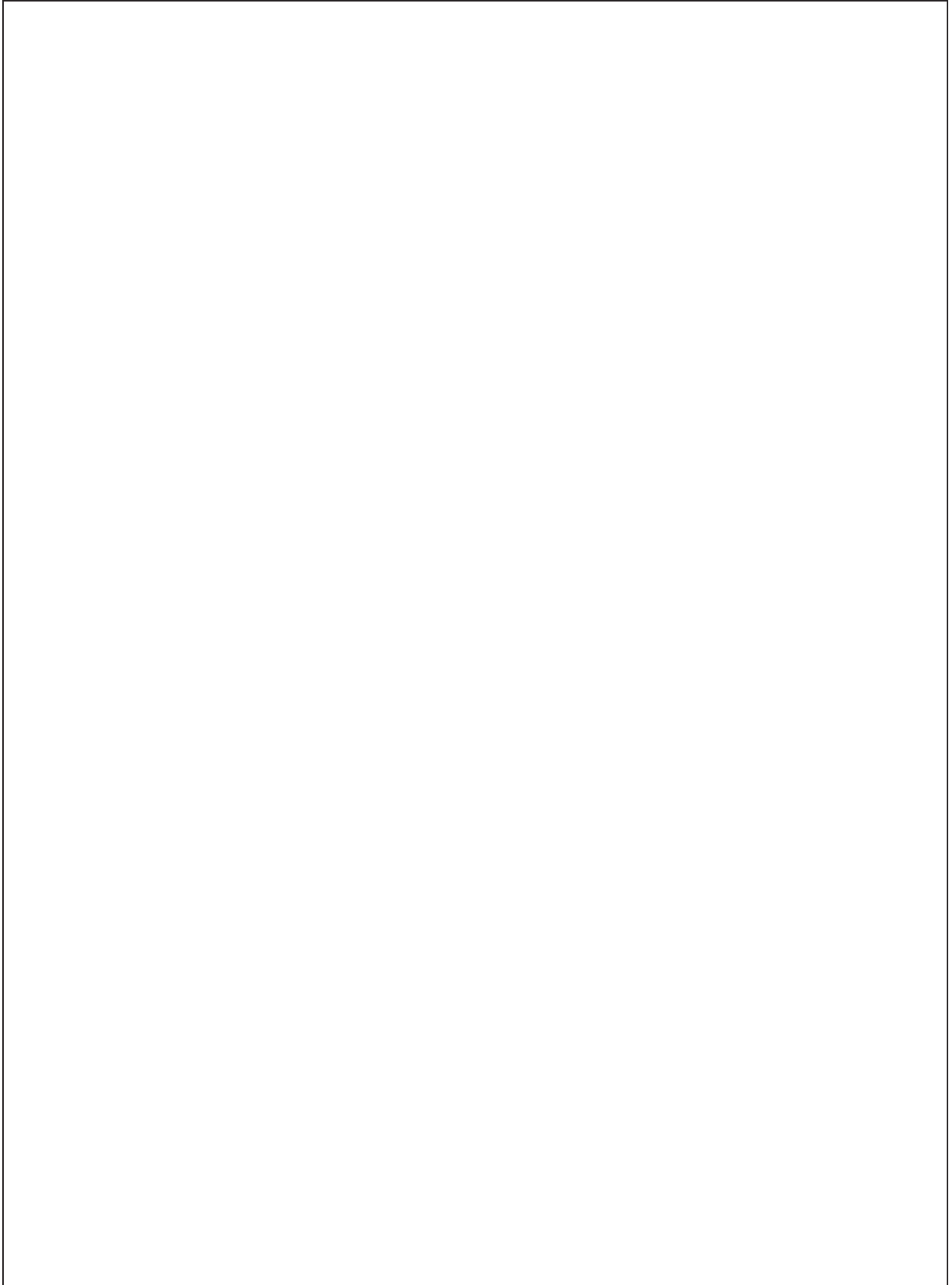
## Appendix B. Company Information Form

| Proposing Vendor and Software Information                                                                                                   |  |
|---------------------------------------------------------------------------------------------------------------------------------------------|--|
| <b>1. Contact Information</b>                                                                                                               |  |
| <ul style="list-style-type: none"> <li>▪ Company name</li> </ul>                                                                            |  |
| <ul style="list-style-type: none"> <li>▪ Name, email, phone number and title of contact person</li> </ul>                                   |  |
| <ul style="list-style-type: none"> <li>▪ Company website</li> </ul>                                                                         |  |
| <b>2. Company Information</b>                                                                                                               |  |
| <ul style="list-style-type: none"> <li>▪ Company headquarters city</li> </ul>                                                               |  |
| <ul style="list-style-type: none"> <li>▪ Software development location</li> </ul>                                                           |  |
| <ul style="list-style-type: none"> <li>▪ Year founded</li> </ul>                                                                            |  |
| <ul style="list-style-type: none"> <li>▪ Private vs. Public (Listing Exchange and Listing Code)</li> </ul>                                  |  |
| <ul style="list-style-type: none"> <li>▪ Fiscal year end</li> </ul>                                                                         |  |
| <ul style="list-style-type: none"> <li>▪ Revenue: current year</li> </ul>                                                                   |  |
| <ul style="list-style-type: none"> <li>▪ Revenue: prior year</li> </ul>                                                                     |  |
| <ul style="list-style-type: none"> <li>▪ Parent company (If separate)</li> </ul>                                                            |  |
| <ul style="list-style-type: none"> <li>▪ Genealogy of Organization (changing business, name changes, acquisitions/mergers, etc.)</li> </ul> |  |
| <ul style="list-style-type: none"> <li>▪ Describe how the company has grown - organically, acquisition, mergers, etc.?</li> </ul>           |  |



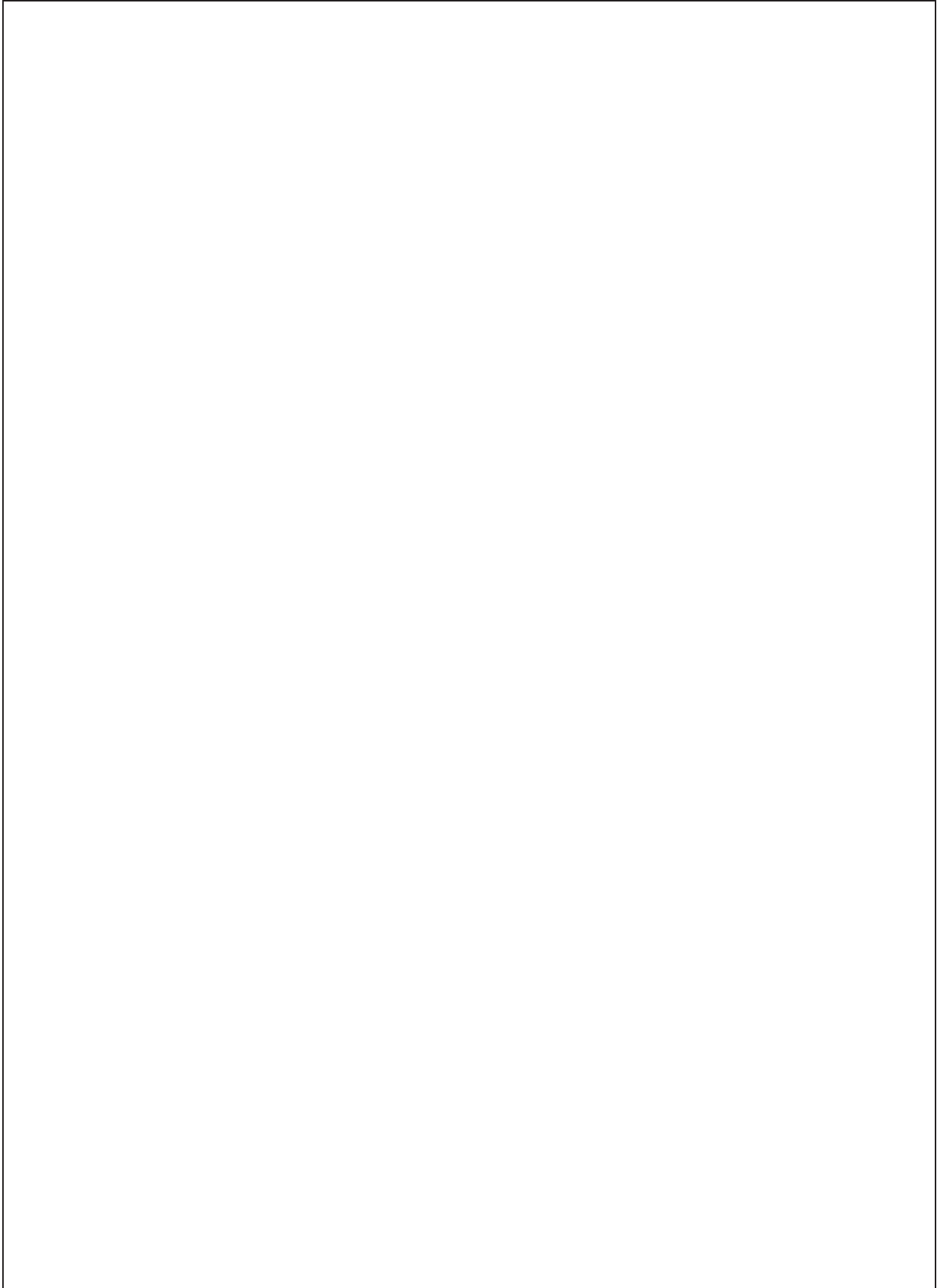
|                                                                                                                |  |
|----------------------------------------------------------------------------------------------------------------|--|
| <b>3. Number of Vendor Employees</b>                                                                           |  |
| ▪ Total worldwide                                                                                              |  |
| ▪ Total in U.S.                                                                                                |  |
| ▪ Total dedicated to the proposed software                                                                     |  |
| <b>4. Number of Law Enforcement Agency (LEA) Customers Using the Proposed Software</b>                         |  |
| ▪ Total LEA customers                                                                                          |  |
| ▪ Number of LEA customers in Washington using the proposed software (include names of agencies)                |  |
| <b>5. Target customer profile for this software</b><br>Describe your target customer in terms of size and type |  |
| <b>6. Version Schedule</b>                                                                                     |  |
| ▪ Current version and release date                                                                             |  |
| ▪ Typical release schedule                                                                                     |  |
| ▪ Typical time to install upgrades                                                                             |  |
| ▪ Number of prior versions supported                                                                           |  |

- 7. We require having development, back-up, training, testing and archival copies of the software in addition to the production copy. Is this provided as standard with your software? Please explain.**



- 8. List any agencies that have pre-maturely ended a contract with your company, either prior to completion of implementation or within 3 years of implementation, and the reasons this occurred. Note: this information alone will not exclude proposers from further consideration and is designed to give proposers the opportunity to describe the reasons behind such occurrences.**

9. Describe any legal action taken against your company including by whom, the date the legal action or claim was made, and the outcome. Also describe all contracts terminated for default during the past five years. If the proposer has had a contract terminated for default during the past five years, all such incidents must be described. Termination for default as used herein is defined as notice to stop performance due to the vendor's non-performance or poor performance. Include the other party's name, address and telephone number. Present the proposer's position on the matter. The City shall evaluate the facts and may, at its sole discretion, reject the proposal if the facts discovered indicate that completion of a contract resulting from the proposal may be jeopardized by selection of the proposing company.



| Proposed Sub-Contractor Information (if any)                                                             |  |
|----------------------------------------------------------------------------------------------------------|--|
| <b>1. Contact Information</b>                                                                            |  |
| <ul style="list-style-type: none"> <li>Company name(s)</li> </ul>                                        |  |
| <ul style="list-style-type: none"> <li>Name, email, phone number, title of contact person(s)</li> </ul>  |  |
| <ul style="list-style-type: none"> <li>Company address(es)</li> </ul>                                    |  |
| <ul style="list-style-type: none"> <li>Company website(s)</li> </ul>                                     |  |
| <b>2. Company Information</b>                                                                            |  |
| <ul style="list-style-type: none"> <li>Year founded for each</li> </ul>                                  |  |
| <ul style="list-style-type: none"> <li>Private vs. Public (Listing Exchange and Listing Code)</li> </ul> |  |
| <ul style="list-style-type: none"> <li>Parent company for each (If separate)</li> </ul>                  |  |



|                                                                                                                                             |  |
|---------------------------------------------------------------------------------------------------------------------------------------------|--|
| <ul style="list-style-type: none"> <li>▪ Genealogy of organization (changing business, name changes, acquisitions/mergers, etc.)</li> </ul> |  |
| <ul style="list-style-type: none"> <li>▪ Describe the products and/or services the sub-contractor will be providing</li> </ul>              |  |
| <ul style="list-style-type: none"> <li>▪ How many years of experience does each company have?</li> </ul>                                    |  |
| <b>3. Number of Employees</b>                                                                                                               |  |
| <ul style="list-style-type: none"> <li>▪ Total worldwide</li> </ul>                                                                         |  |
| <ul style="list-style-type: none"> <li>▪ Total in U.S.</li> </ul>                                                                           |  |
| <ul style="list-style-type: none"> <li>▪ Total dedicated to the proposed software</li> </ul>                                                |  |
| <b>4. Number of Law Enforcement Agency (LEA) Customers</b>                                                                                  |  |
| <ul style="list-style-type: none"> <li>▪ Total LEA customers overall and in Washington</li> </ul>                                           |  |

**5. Software Vendor Relationship and Implementation Model**

Briefly describe your relationship with the sub- contractor(s).

## **Appendix C. Scope of Work**

### **INSTRUCTIONS**

The proposer is expected to provide a concise narrative for each item in this section that clearly explains exactly how the proposing company plans to meet each of the below requirements. Where appropriate, provide examples of how and where similar requirements are being met on other projects. Contractor may use illustrations, diagrams, screenshots and/or other sample material to provide additional clarity. Proposers shall not include extraneous generic marketing materials.

Submit your responses to the following questions in the order they are listed below, utilizing the numbering schema provided, by drafting an MS Word document with a footer listing the RFP name and number, and page numbers of your response. The entire proposal shall be saved as a single .PDF in the order listed on p.13 herein.

### **1. BIDDER'S UNDERSTANDING OF THE PROJECT (2 pages maximum)**

Briefly describe your understanding of this project and your approach to ensuring a successful project.

### **2. PROJECT MANAGEMENT SERVICES (8 pages maximum)**

Proposing companies are expected to provide project management services throughout the project. Briefly describe the following:

- a) A general description of your Project Plan following standard Project Management methodologies including communications, risk management, change management, etc.
- b) The names and roles of each **key** project team member and their experience as follows:
  - 1. Name and project role
  - 2. Education
  - 3. Certifications
  - 4. Work/employment history
- c) Provide a project timeline (this may be included as an appendix to your proposal).
- d) List the roles and estimated time commitments of each City of Vancouver representative that you expect to be needed for the project (this information will be included in evaluating TCO).

### **3. SYSTEM IMPLEMENTATION, MAINTENANCE AND SUPPORT (10 pages maximum)**

Briefly describe how you will deliver the following:

- a) Implementation of the software including methodologies for:
  - 1. Installation
  - 2. Testing
  - 3. Data conversion
  - 4. Interfacing
- b) Software maintenance and support including the following:
  - 1. Hours of support
  - 2. Support tiers and services in each
- c) Process for system maintenance including delivery of updates and their frequency.

#### **4. TRAINING (2 page maximum)**

Describe below how you will provide the following including the length, delivery method, and resources to be utilized including staff and training tools (this information will be considered in evaluating TCO):

- a) End-user training for user groups
- b) System administrator training

#### **5. REPORT WRITING AND RMS INTEGRATION (2 page maximum)**

Describe if your system's report writing feature is included in the core RMS application or if it is a separate application (Do users write reports in RMS or a separate system? Are there separate logins?).

#### **6. SYSTEM SCALABILITY (2 page maximum)**

Describe any system limitations related to an increase in users. At a minimum, address the following questions in your response: Is there a maximum number of users and data storage based on the system and pricing you are proposing? Will there be a decrease in system functionality and/or performance as additional users and data are added to the system over time?

#### **7. TECHNICAL REQUIREMENTS (2 page maximum)**

Describe what hardware and software environment will be required to support your current system including any and all required servers, licenses, message switching, bandwidth/connectivity, and redundancy. NOTE: the City requires the following at a minimum:

- **On-prem:** System must operate on a Microsoft Windows Server OS and SQL Server Database. Describe if the system will operate in a VMWare virtual server environment.
- **Cloud:** Data is hosted at secure Tier 4, SOC 2, CJIS certified data center (see #40 herein). Describe location and frequency of back-up systems and disaster recovery testing.

#### **8. OPERATING SYSTEM (1 page maximum)**

Describe what operating systems your system is compatible with and whether there are any known bugs or problems using your system on any of them, and how you will ensure that your system is compatible with future versions of the operating systems. If the system supports multiple OS, indicate the number of installations you have on each.

#### **9. USER INTERFACE (3 page maximum)**

Describe if your system utilizes a Windows based user interface that allows users to navigate the system using different approaches such as point-and-click, drag-and-drop, drop-down boxes, etc. Please provide screenshots.

#### **10. BROWSERS (2 page maximum)**

Describe what browsers your system is compatible with and whether there are any known bugs or problems using your system on any of them, and how you will assure that your system is compatible with future versions of the browsers.

Note: HTML5 client is strongly preferred. If you use Java, Silverlight or other web-based technology with a browser, list all plug-ins required to effectively run the application.

**11. SINGLE DATA ENTRY (2 page maximum)**

Describe if your system includes "single-entry" capability wherein users only have to enter data one time and how the data will be utilized throughout the system, as well as if there is any time a user would be required to enter the same data more than once (i.e. within the system, between systems, among systems if interfaced, etc.).

**12. SYSTEM NAVIGATION (3 page maximum)**

The system enables users to enter persons, property, and vehicles seamlessly without having to navigate to a different part of the system. Describe your system's style of navigation (if the user interface is tabular, opens up separate windows, etc.). Provide screenshots.

**13. FUNCTIONAL CONTINUITY (2 page maximum)**

Describe whether users will be able to log-out of the system without finishing a record (any type of report) and log back in from another computer, at another location, and continue writing the report without having to manually upload, search for, or take any other action. Describe the technological attributes of the system that makes this possible.

**14. USER DASHBOARD (2 page maximum)**

Describe if your system includes a user dashboard that displays upon login and what information is displayed. Be sure to describe whether the dashboard contains information about reports that have been started but not completed, that are missing or have been rejected or approved, etc. Provide screenshots.

**15. PLAIN ENGLISH QUERIES (1 page maximum)**

Describe if there is anywhere in your system where users have to enter data or conduct queries utilizing codes, numbers, or symbols instead of plain English. If so, provide details regarding the nature and extent to which this is required and reasons why users have to do so.

**16. DATA BACK-UP (1 page maximum)**

Describe your approach to backing-up data including process, frequency and reliability.

**17. DATA LINKAGE (1 page maximum)**

Describe how your system links records involving the same people, vehicles, property, locations, and businesses, and makes these relationships obvious to users so they know of the existence of records related to the information they are currently working on. Provide an Entity Relationship Diagram.

**18. MASTER INDICES (1 page maximum)**

If your system has master indices, describe whether master records within the indices are automatically updated as new data is entered that is related to the records. If your system does not have master indices, describe how data is identified to the user as the most current version of the record, how the data is updated, and if users will need to manually create any indexing/identifiers when creating records.

**19. PREVENTION OF DUPLICATE DATA (3 page maximum)**

Describe if your system has a feature to prevent users who are writing reports from entering duplicate names, vehicles, property, locations, and businesses (i.e. information that is already in the system). Describe how this feature works from both a user's perspective and an administrator's perspective. Is there also a feature enabling administrators to eliminate duplicate records after they have been submitted by users? Be sure to include, in detail, how name records are verified and are not duplicated in the system.

**20. SEARCHABILITY (1 page maximum)**

Describe if your system enables users to search any data field in the system or combination of fields to conduct user-defined queries. Please describe if there is any restriction or limitation to what fields can be searched. Include whether the system enables users to switch from writing a report to searching the system without having to log-out or switch applications/systems.

**21. GLOBAL SEARCHES (1 page maximum)**

Describe if your system includes a global search field allowing users to enter any kind of search criteria into a single field and what kind of search results users can expect from such searches.

**22. DATABASE CONNECTIVITY PROTOCOL (1 page maximum)**

Describe your system's database connectivity protocols and whether there will be limitations on accessing (reading and writing) data via third party or interfaced applications. Describe what API's are available for system integration, and how data can be exported and queried within the system.

**23. IMAGES (1 page maximum)**

Describe whether images are stored in the database utilizing path references and, if not, how they are stored.

**24. OPEN ARCHITECTURE (1 page maximum)**

Describe whether you would consider your system as being built with open architecture in a way that will easily allow the sharing of data with or without third-party applications and whether it will be easy to access our data in non-proprietary formats. Describe your assurance to the City that access to our data will not be made difficult in the event it is needed for other systems.



**25. FIELD DESCRIPTIONS (1 page maximum)**

Describe whether data field descriptions explain in plain English what the data field is and if there is an optional alternative view users can request with a key or click that displays the database table description for each field. Please provide screenshots.

**26. DATA VALUE DESCRIPTIONS (1 page maximum)**

Describe whether data values are displayed and stored in plain English instead of codes/numbers/abbreviations.

**27. SYSTEM CONTINUITY (1 page maximum)**

Describe if your system will automatically store user entered data in real time on the user's computer or an external storage device in case an error or connection loss occurs, and a general description of the technological attributes that makes this possible.

**28. CASE NUMBERING (1 page maximum)**

Describe whether your system will support an agency defined case numbering style in terms of number and types of digits and characters (describe the formats) and whether a secondary/sub-set type of case numbers can be utilized for certain specialized users of the system.

**29. DATA CONVERSION (4 page maximum)**

Describe your approach to data conversion, data mapping and data cleansing of legacy data and include the following:

- a) How will you convert records containing partial data (i.e. partial names, partial phone numbers, unknown persons with physical descriptors) in a way that will ensure they will be returned in search queries?
- b) Describe your process for cleaning data during the data conversion process to eliminate duplicate and/or unnecessary information contained in:
  - 1. Names
  - 2. Addresses
  - 3. Vehicles
  - 4. Property
  - 5. Reports

**30. USER ALERTS (1 page maximum)**

Describe the extent to which the system enables users to enter an "alert" on a person, location, or vehicle indicating that it is associated with special circumstances. These circumstances could include "mental health" or "drug/alcohol abuse." Describe how users can search for such information and be notified of such alerts when writing reports. If this is best achieved using a report title or other option, please describe.

**31. ATTACHMENTS (2 page maximum)**

Describe if photo, video and audio files can be attached to records, what file types are compatible, whether third-party software is required to view or listen to attachments, and the process for attaching these files. Please provide screenshots that display the system's attachment features and where files can be attached (i.e. to names, vehicles, reports, arrests, field interviews/contacts etc.). Include whether there is a central location within the system where attachments are searchable and viewable as well as being attached to individual records.

**32. SEALING AND EXPUNGING (1 page maximum)**

Describe whether the system includes a feature to assist with sealing or expunging records per a court order. Describe the capabilities and features of this function, and whether or not these records are retrievable at a later time if needed.

**33. PERFORMANCE METRICS (1 page maximum)**

Please describe the type of performance metric data that a user can pull from the system in order to analyze employee activity data, including if searches can be done per user group (i.e. traffic unit), beat, or otherwise.

**34. REPORT WRITING FUNCTIONALITY (1 page maximum)**

Please describe if the system will guide users through writing an incident report by prompting the user for information that is required by NIBRS or agency business rules based on the type of report being written. Please describe this feature.

**35. NIBRS (1 page maximum)**

Describe if users can request to have the system check for NIBRS errors prior to submitting reports and will be directed to where an error is and how to fix it. Please describe this feature. Also describe how administrators check for and correct NIBRS errors after reports have been submitted.

**36. CRIME COUNTS (1 page maximum)**

Describe if the system requires users to enter a "count" number when writing incident reports for the number of crimes committed. Please describe how your system counts the appropriate number of offenses for NIBRS reporting purposes, noting the different counting methodology between persons and property crimes per NIBRS rules.

**37. ROUTING (1 page maximum)**

Please describe if the system will automatically route reports to pre-defined internal and/or external users and groups based on the report title, statute, or other data field, and if the receiving party will be automatically notified and how.

**38. SECURITY (3 page maximum)**

Describe all security standards and/or certifications your company and system maintains. Include each specific security standard and level of each, if applicable, that the RMS and associated data storage systems and services are in compliance with including, for example, FIPS 140, ANSI/TIA-942, and CJIS. Also include how your company achieved and maintains compliance with the security standards on an ongoing basis. Describe your encryption, login, auditing, and penetration testing and security features and standards. Additionally:

- Provide a copy of your incident response policy & procedure including timelines for response and notification of a potential Protected PII data breach
- Include who performed your most recent independent CJIS audit and indicate if you will provide copies of the audit
- Provide a copy of your disaster response/business continuity plans and timelines for restoration and recovery
- What monitoring, policies and procedures have you put in place to control the use and disclosure of Protected PII
- Provide a copy of your back-up strategy, procedures and schedule for all Criminal Justice Information/Criminal History Record Information transacted and maintained in your system
- Describe who is responsible for identifying and addressing vulnerabilities in the network and system components
- What access do your personnel have to the application's sensitive data

**39. PERFORMANCE (1 page maximum)**

The system should perform at a 99.99% uptime level and search queries shall return results within 2-3 seconds. Describe your system performance standards and capabilities and how the system's performance is impacted by instances of high demand due to increased user activity, large search queries, or increased network traffic.

**40. CJIS SECURITY POLICY CONFORMANCE (6 page maximum)**

For each of the current FBI CJIS security standards, provide a general description of your system's and company's technical, programmatic, and infrastructure compliance with each, as applicable, including those of any sub-contractors and data storage providers that will be utilized to support the system.

**41. NATIONAL INFORMATION EXCHANGE MODEL (NIEM) CONFORMANCE (1 page maximum)**

The RMS must interface to the systems listed herein. Please describe your conformance with NIEM standards and utilization of specific information exchange package documentation (IEPD) currently available that you intend to use for this project. Also include your current data exchanges that you intend to utilize for this project which are not NIEM conformant.

**42. DATA DICTIONARY (1 page maximum)**

Describe if a data dictionary for your system will be provided that includes table and data element definitions; schema with technical notes for each element, such as type, size, primary and child key(s); and field descriptions. Also describe if the system documentation includes information on entity maintenance, such as dates of creation, last modification, termination and source, and includes the ability for users to update the dictionary and make notes.

## Appendix D. CUSTOMER REFERENCES

Provide at least three references that are similar in size and requirements to this project, and that have implemented your software in the past five years. Reference sites should be fully implemented and live on the current version of the software.

|                                         |                     |
|-----------------------------------------|---------------------|
| <b>Name of Agency:</b>                  |                     |
| <b>Contact Name/Title:</b>              | <b>Telephone #:</b> |
| <b>Modules/Functionality Installed:</b> |                     |
| <b>Go Live Date:</b>                    |                     |
| <b>Other comments:</b>                  |                     |

|                                         |                     |
|-----------------------------------------|---------------------|
| <b>Name of Agency:</b>                  |                     |
| <b>Contact Name/Title:</b>              | <b>Telephone #:</b> |
| <b>Modules/Functionality Installed:</b> |                     |
| <b>Go Live Date:</b>                    |                     |
| <b>Other comments:</b>                  |                     |

|                                         |                     |
|-----------------------------------------|---------------------|
| <b>Name of Agency:</b>                  |                     |
| <b>Contact Name/Title:</b>              | <b>Telephone #:</b> |
| <b>Modules/Functionality Installed:</b> |                     |
| <b>Go Live Date:</b>                    |                     |
| <b>Other comments:</b>                  |                     |

## Appendix E. RFP EXCEPTIONS

It is the intent of the City of Vancouver to contract with an RMS Software Vendor. All Vendor representations, whether verbal, graphical or written, will be relied on by the City of Vancouver in the evaluation of the responses to this Request for Proposal. This reliance on the Vendor's represented expertise is to be considered as incorporated into any, and all, formal Agreements between the parties.

**PRINT THE WORDS "NO EXCEPTIONS" HERE \_\_\_\_\_ IF THERE ARE NO EXCEPTIONS TAKEN TO ANY OF THE TERMS, CONDITIONS, OR SPECIFICATIONS OF THESE REQUEST FOR PROPOSAL DOCUMENTS.**

**IF THERE ARE EXCEPTIONS TAKEN TO ANY OF THESE TERMS, CONDITIONS, OR SPECIFICATIONS OF THESE REQUEST FOR PROPOSAL DOCUMENTS, THEY MUST BE CLEARLY STATED ON THE TABLE ON THE FOLLOWING PAGE AND RETURNED WITH YOUR PROPOSAL.**

**IF YOU PROVIDED A SAMPLE COPY OF YOUR CONTRACT(S) YOU STILL NEED TO IDENTIFY IN THIS DOCUMENT ("RFP EXCEPTIONS") ANY AND ALL EXCEPTIONS YOU HAVE TO THE TERMS AND CONDITIONS.**

|                           |  |
|---------------------------|--|
| <b>Firm or Individual</b> |  |
| <b>Title</b>              |  |
| <b>Telephone</b>          |  |
| <b>Email</b>              |  |
| <b>Address</b>            |  |

PRINT NAME AND TITLE

---

AUTHORIZED SIGNATURE

---

DATE \_\_\_\_\_



Add any additional line items for exceptions as necessary and reference any explanatory attachments within the line item to which it refers.

|   | RFP Section<br>#, Page # | Exception<br>Describe the Nature of the Exception | Explanation of Why This is an Issue<br>for You | Your Proposed Modification or<br>Resolution, if any |
|---|--------------------------|---------------------------------------------------|------------------------------------------------|-----------------------------------------------------|
| 1 |                          |                                                   |                                                |                                                     |
| 2 |                          |                                                   |                                                |                                                     |
| 3 |                          |                                                   |                                                |                                                     |
| 4 |                          |                                                   |                                                |                                                     |
| 5 |                          |                                                   |                                                |                                                     |

Appendix F.  
PRICE PROPOSAL

INSTRUCTIONS

There are two pricing forms:

- 1. On-Premises Pricing
- 2. Cloud Pricing

If you are proposing one option, please complete the applicable form. If you are proposing a choice between both options, please complete both forms. Mark any unused lines with “N/A”. Proposers are to include all costs representing the total cost of ownership of all hardware, software, support, maintenance, training and professional services.

ON-PREMISES PRICING

| A. SOFTWARE |              |             |          |            |       |
|-------------|--------------|-------------|----------|------------|-------|
| Item #      | Product Name | Description | Quantity | Unit Price | TOTAL |
| 1.          |              |             |          | \$         | \$    |
| 2.          |              |             |          | \$         | \$    |
| 3.          |              |             |          | \$         | \$    |
| 4.          |              |             |          | \$         | \$    |
| 5.          |              |             |          | \$         | \$    |
| 6.          |              |             |          | \$         | \$    |
| 7.          |              |             |          | \$         | \$    |
| 8.          |              |             |          | \$         | \$    |
| 9.          |              |             |          | \$         | \$    |
| 10.         |              |             |          | \$         | \$    |
| 11.         |              |             |          | \$         | \$    |
| 12.         |              |             |          | \$         | \$    |
| 13.         |              |             |          | \$         | \$    |
| SUB-TOTAL   |              |             |          | \$         | \$    |

ON-PREMISES PRICING CONTINUED

Please include any required hardware items. The city may elect to not purchase hardware as part of the awarded contract.

| B. HARDWARE |              |             |          |            |       |
|-------------|--------------|-------------|----------|------------|-------|
| Item #      | Product Name | Description | Quantity | Unit Price | TOTAL |
| 1.          |              |             |          | \$         | \$    |
| 2.          |              |             |          | \$         | \$    |
| 3.          |              |             |          | \$         | \$    |
| 4.          |              |             |          | \$         | \$    |
| 5.          |              |             |          | \$         | \$    |
| 6.          |              |             |          | \$         | \$    |
| 7.          |              |             |          | \$         | \$    |
| 8.          |              |             |          | \$         | \$    |
| 9.          |              |             |          | \$         | \$    |
| 10.         |              |             |          | \$         | \$    |
| SUB-TOTAL   |              |             |          | \$         | \$    |

| C. INTERFACES |      |             |          |            |       |
|---------------|------|-------------|----------|------------|-------|
| Item #        | Name | Description | Quantity | Unit Price | TOTAL |
| 1.            |      |             |          | \$         | \$    |
| 2.            |      |             |          | \$         | \$    |
| 3.            |      |             |          | \$         | \$    |
| 4.            |      |             |          | \$         | \$    |
| 5.            |      |             |          | \$         | \$    |
| 6.            |      |             |          | \$         | \$    |
| 7.            |      |             |          | \$         | \$    |
| 8.            |      |             |          | \$         | \$    |
| 9.            |      |             |          | \$         | \$    |
| SUB-TOTAL     |      |             |          | \$         | \$    |

ON-PREMISES PRICING CONTINUED

| D. DATA CONVERSION |      |             |          |            |       |
|--------------------|------|-------------|----------|------------|-------|
| Item #             | Name | Description | Quantity | Unit Price | TOTAL |
| 1.                 |      |             |          | \$         | \$    |
| 2.                 |      |             |          | \$         | \$    |
| 3.                 |      |             |          | \$         | \$    |
| 4.                 |      |             |          | \$         | \$    |
| 5.                 |      |             |          | \$         | \$    |
| 6.                 |      |             |          | \$         | \$    |
| 7.                 |      |             |          | \$         | \$    |
| 8.                 |      |             |          | \$         | \$    |
| 9.                 |      |             |          | \$         | \$    |
| 10.                |      |             |          | \$         | \$    |
| 11.                |      |             |          | \$         | \$    |
| 12.                |      |             |          | \$         | \$    |
| 13.                |      |             |          | \$         | \$    |
| 14.                |      |             |          | \$         | \$    |
| 15.                |      |             |          | \$         | \$    |
| 16.                |      |             |          | \$         | \$    |
| 17.                |      |             |          | \$         | \$    |
| 18.                |      |             |          | \$         | \$    |
| 19.                |      |             |          | \$         | \$    |
| 20.                |      |             |          | \$         | \$    |
| 21.                |      |             |          | \$         | \$    |
| 22.                |      |             |          | \$         | \$    |
| SUB-TOTAL          |      |             |          | \$         | \$    |

ON-PREMISES PRICING CONTINUED

| E. PROFESSIONAL SERVICES |      |             |          |            |       |
|--------------------------|------|-------------|----------|------------|-------|
| Item #                   | Name | Description | Quantity | Unit Price | TOTAL |
| 1.                       |      |             |          | \$         | \$    |
| 2.                       |      |             |          | \$         | \$    |
| 3.                       |      |             |          | \$         | \$    |
| 4.                       |      |             |          | \$         | \$    |
| 5.                       |      |             |          | \$         | \$    |
| 6.                       |      |             |          | \$         | \$    |
| 7.                       |      |             |          | \$         | \$    |
| 8.                       |      |             |          | \$         | \$    |
| 9.                       |      |             |          | \$         | \$    |
| 10.                      |      |             |          | \$         | \$    |
| 11.                      |      |             |          | \$         | \$    |
| 12.                      |      |             |          | \$         | \$    |
| 13.                      |      |             |          | \$         | \$    |
| 14.                      |      |             |          | \$         | \$    |
| 15.                      |      |             |          | \$         | \$    |
| 16.                      |      |             |          | \$         | \$    |
| 17.                      |      |             |          | \$         | \$    |
| 18.                      |      |             |          | \$         | \$    |
| 19.                      |      |             |          | \$         | \$    |
| 20.                      |      |             |          | \$         | \$    |
| 21.                      |      |             |          | \$         | \$    |
| 22.                      |      |             |          | \$         | \$    |
| SUB-TOTAL                |      |             |          | \$         | \$    |

ON-PREMISES PRICING CONTINUED

| F. TRAINING |      |             |          |            |       |
|-------------|------|-------------|----------|------------|-------|
| Item #      | Name | Description | Quantity | Unit Price | TOTAL |
| 1.          |      |             |          | \$         | \$    |
| 2.          |      |             |          | \$         | \$    |
| 3.          |      |             |          | \$         | \$    |
| 4.          |      |             |          | \$         | \$    |
| 5.          |      |             |          | \$         | \$    |
| 6.          |      |             |          | \$         | \$    |
| 7.          |      |             |          | \$         | \$    |
| 8.          |      |             |          | \$         | \$    |
| 9.          |      |             |          | \$         | \$    |
| 10.         |      |             |          | \$         | \$    |
| SUB-TOTAL   |      |             |          | \$         | \$    |

| G. TRAVEL/LIVING |      |             |          |            |       |
|------------------|------|-------------|----------|------------|-------|
| Item #           | Name | Description | Quantity | Unit Price | TOTAL |
| 1.               |      |             |          | \$         | \$    |
| 2.               |      |             |          | \$         | \$    |
| 3.               |      |             |          | \$         | \$    |
| 4.               |      |             |          | \$         | \$    |
| 5.               |      |             |          | \$         | \$    |
| 6.               |      |             |          | \$         | \$    |
| 7.               |      |             |          | \$         | \$    |
| 8.               |      |             |          | \$         | \$    |
| 9.               |      |             |          | \$         | \$    |
| 10.              |      |             |          | \$         | \$    |
| SUB-TOTAL        |      |             |          | \$         | \$    |

ON-PREMISES PRICING CONTINUED

| H.MAINTENANCE and SUPPORT |      |             |          |            |       |
|---------------------------|------|-------------|----------|------------|-------|
| Item #                    | Name | Description | Quantity | Unit Price | TOTAL |
| 1.                        |      |             |          | \$         | \$    |
| 2.                        |      |             |          | \$         | \$    |
| 3.                        |      |             |          | \$         | \$    |
| 4.                        |      |             |          | \$         | \$    |
| 5.                        |      |             |          | \$         | \$    |
| 6.                        |      |             |          | \$         | \$    |
| 7.                        |      |             |          | \$         | \$    |
| 8.                        |      |             |          | \$         | \$    |
| 9.                        |      |             |          | \$         | \$    |
| 10.                       |      |             |          | \$         | \$    |
| 11.                       |      |             |          | \$         | \$    |
| 12.                       |      |             |          | \$         | \$    |
| 13.                       |      |             |          | \$         | \$    |
| 14.                       |      |             |          | \$         | \$    |
| 15.                       |      |             |          | \$         | \$    |
| 16.                       |      |             |          | \$         | \$    |
| 17.                       |      |             |          | \$         | \$    |
| 18.                       |      |             |          | \$         | \$    |
| 19.                       |      |             |          | \$         | \$    |
| 20.                       |      |             |          | \$         | \$    |
| SUB-TOTAL                 |      |             |          | \$         | \$    |



ON-PREMISES PRICING CONTINUED

| I. OTHER  |      |             |          |            |       |
|-----------|------|-------------|----------|------------|-------|
| Item #    | Name | Description | Quantity | Unit Price | TOTAL |
| 1.        |      |             |          | \$         | \$    |
| 2.        |      |             |          | \$         | \$    |
| 3.        |      |             |          | \$         | \$    |
| 4.        |      |             |          | \$         | \$    |
| 5.        |      |             |          | \$         | \$    |
| 6.        |      |             |          | \$         | \$    |
| 7.        |      |             |          | \$         | \$    |
| 8.        |      |             |          | \$         | \$    |
| 9.        |      |             |          | \$         | \$    |
| 10.       |      |             |          | \$         | \$    |
| 11.       |      |             |          | \$         | \$    |
| 12.       |      |             |          | \$         | \$    |
| 13.       |      |             |          | \$         | \$    |
| 14.       |      |             |          | \$         | \$    |
| 15.       |      |             |          | \$         | \$    |
| 16.       |      |             |          | \$         | \$    |
| 17.       |      |             |          | \$         | \$    |
| 18.       |      |             |          | \$         | \$    |
| 19.       |      |             |          | \$         | \$    |
| 20.       |      |             |          | \$         | \$    |
| SUB-TOTAL |      |             |          | \$         | \$    |

# ON-PREMISES PRICING CONTINUED

| J. ASSUMPTIONS |  |
|----------------|--|
| Item #         |  |
| 1.             |  |
| 2.             |  |
| 3.             |  |
| 4.             |  |
| 5.             |  |
| 6.             |  |
| 7.             |  |
| 8.             |  |
| 9.             |  |
| 10.            |  |
| 11.            |  |
| 12.            |  |
| 13.            |  |
| 14.            |  |

|     |  |
|-----|--|
|     |  |
| 15. |  |
| 16. |  |
| 17. |  |
| 18. |  |
| 19. |  |
| 20. |  |

ON-PREMISES PRICING CONTINUED

| Item #      | ITEM                       |    | TOTAL |
|-------------|----------------------------|----|-------|
| 1.          | A. SOFTWARE                | \$ |       |
| 2.          | B. HARDWARE                | \$ |       |
| 3.          | C. INTERFACES              | \$ |       |
| 4.          | D. DATA CONVERSION         | \$ |       |
| 5.          | E. PROFESSIONAL SERVICES   | \$ |       |
| 6.          | F. TRAINING                | \$ |       |
| 7.          | G. TRAVEL/LIVING           | \$ |       |
| 8.          | H. MAINTENANCE AND SUPPORT | \$ |       |
| 9.          | I. OTHER                   | \$ |       |
| GRAND TOTAL |                            | \$ |       |

**ON-PREMISES PRICING CONTINUED**

Describe your proposed payment schedule based on verifiable deliverables and/or project milestones. Include in your project timeline indications of the milestones listed below.

| Payment # | Description of Milestone | TOTAL |
|-----------|--------------------------|-------|
| 1.        |                          | \$    |
| 2.        |                          | \$    |
| 3.        |                          | \$    |
| 4.        |                          | \$    |
| 5.        |                          | \$    |
| 6.        |                          | \$    |
| 7.        |                          | \$    |
| 8.        |                          | \$    |
| 9.        |                          | \$    |
| 10.       |                          | \$    |
| 11.       |                          | \$    |
| 12.       |                          | \$    |
| 13.       |                          | \$    |
| 14.       |                          | \$    |
| 15.       |                          | \$    |
| 16.       |                          | \$    |
| 17.       |                          | \$    |
| 18.       |                          | \$    |
| 19.       |                          | \$    |
| 20.       |                          | \$    |
| 21.       |                          | \$    |
| 22.       |                          | \$    |
| 23.       |                          | \$    |
| 24.       |                          | \$    |
| 25.       |                          | \$    |

CLOUD PRICING

| A. SOFTWARE |              |             |          |            |       |
|-------------|--------------|-------------|----------|------------|-------|
| Item #      | Product Name | Description | Quantity | Unit Price | TOTAL |
| 1.          |              |             |          | \$         | \$    |
| 2.          |              |             |          | \$         | \$    |
| 3.          |              |             |          | \$         | \$    |
| 4.          |              |             |          | \$         | \$    |
| 5.          |              |             |          | \$         | \$    |
| 6.          |              |             |          | \$         | \$    |
| 7.          |              |             |          | \$         | \$    |
| 8.          |              |             |          | \$         | \$    |
| 9.          |              |             |          | \$         | \$    |
| 10.         |              |             |          | \$         | \$    |
| SUB-TOTAL   |              |             |          | \$         | \$    |

| B. HARDWARE |              |             |          |            |       |
|-------------|--------------|-------------|----------|------------|-------|
| Item #      | Product Name | Description | Quantity | Unit Price | TOTAL |
| 1.          |              |             |          | \$         | \$    |
| 2.          |              |             |          | \$         | \$    |
| 3.          |              |             |          | \$         | \$    |
| 4.          |              |             |          | \$         | \$    |
| 5.          |              |             |          | \$         | \$    |
| 6.          |              |             |          | \$         | \$    |
| 7.          |              |             |          | \$         | \$    |
| 8.          |              |             |          | \$         | \$    |
| 9.          |              |             |          | \$         | \$    |
| 10.         |              |             |          | \$         | \$    |
| SUB-TOTAL   |              |             |          | \$         | \$    |

## CLOUD PRICING CONTINUED

| C. INTERFACES |      |             |          |            |
|---------------|------|-------------|----------|------------|
| Item #        | Name | Description | Quantity | Unit Price |
| 1.            |      |             |          | \$         |
| 2.            |      |             |          | \$         |
| 3.            |      |             |          | \$         |
| 4.            |      |             |          | \$         |
| 5.            |      |             |          | \$         |
| 6.            |      |             |          | \$         |
| 7.            |      |             |          | \$         |
| 8.            |      |             |          | \$         |
| 9.            |      |             |          | \$         |
| SUB-TOTAL     |      |             |          | \$         |

| D. DATA CONVERSION |      |             |          |            |       |
|--------------------|------|-------------|----------|------------|-------|
| Item #             | Name | Description | Quantity | Unit Price | TOTAL |
| 1.                 |      |             |          | \$         | \$    |
| 2.                 |      |             |          | \$         | \$    |
| 3.                 |      |             |          | \$         | \$    |
| 4.                 |      |             |          | \$         | \$    |
| 5.                 |      |             |          | \$         | \$    |
| 6.                 |      |             |          | \$         | \$    |
| 7.                 |      |             |          | \$         | \$    |
| 8.                 |      |             |          | \$         | \$    |
| 9.                 |      |             |          | \$         | \$    |
| 10.                |      |             |          | \$         | \$    |
| 11.                |      |             |          | \$         | \$    |
| 12.                |      |             |          | \$         | \$    |
| 13.                |      |             |          | \$         | \$    |
| 14.                |      |             |          | \$         | \$    |

| CLOUD PRICING CONTINUED |  |  |  |    |    |
|-------------------------|--|--|--|----|----|
| 15.                     |  |  |  | \$ | \$ |
| 16.                     |  |  |  | \$ | \$ |
| 17.                     |  |  |  | \$ | \$ |
| 18.                     |  |  |  | \$ | \$ |
| 19.                     |  |  |  | \$ | \$ |
| 20.                     |  |  |  | \$ | \$ |
| 21.                     |  |  |  | \$ | \$ |
| 22.                     |  |  |  | \$ | \$ |
| SUB-TOTAL               |  |  |  | \$ | \$ |

| E. PROFESSIONAL SERVICES |      |             |          |            |       |
|--------------------------|------|-------------|----------|------------|-------|
| Item #                   | Name | Description | Quantity | Unit Price | TOTAL |
| 1.                       |      |             |          | \$         | \$    |
| 2.                       |      |             |          | \$         | \$    |
| 3.                       |      |             |          | \$         | \$    |
| 4.                       |      |             |          | \$         | \$    |
| 5.                       |      |             |          | \$         | \$    |
| 6.                       |      |             |          | \$         | \$    |
| 7.                       |      |             |          | \$         | \$    |
| 8.                       |      |             |          | \$         | \$    |
| 9.                       |      |             |          | \$         | \$    |
| 10.                      |      |             |          | \$         | \$    |
| 11.                      |      |             |          | \$         | \$    |
| 12.                      |      |             |          | \$         | \$    |
| 13.                      |      |             |          | \$         | \$    |
| 14.                      |      |             |          | \$         | \$    |
| 15.                      |      |             |          | \$         | \$    |
| 16.                      |      |             |          | \$         | \$    |
| SUB-TOTAL                |      |             |          | \$         | \$    |



### CLOUD PRICING CONTINUED

| F. TRAINING |      |             |          |            |
|-------------|------|-------------|----------|------------|
| Item #      | Name | Description | Quantity | Unit Price |
| 1.          |      |             |          | \$         |
| 2.          |      |             |          | \$         |
| 3.          |      |             |          | \$         |
| 4.          |      |             |          | \$         |
| 5.          |      |             |          | \$         |
| 6.          |      |             |          | \$         |
| 7.          |      |             |          | \$         |
| 8.          |      |             |          | \$         |
| 9.          |      |             |          | \$         |
| 10.         |      |             |          | \$         |
| SUB-TOTAL   |      |             |          | \$         |
|             |      |             |          | \$         |

| G. TRAVEL/LIVING |      |             |          |            |
|------------------|------|-------------|----------|------------|
| Item #           | Name | Description | Quantity | Unit Price |
| 1.               |      |             |          | \$         |
| 2.               |      |             |          | \$         |
| 3.               |      |             |          | \$         |
| 4.               |      |             |          | \$         |
| 5.               |      |             |          | \$         |
| 6.               |      |             |          | \$         |
| 7.               |      |             |          | \$         |
| 8.               |      |             |          | \$         |
| 9.               |      |             |          | \$         |
| 10.              |      |             |          | \$         |
| SUB-TOTAL        |      |             |          | \$         |
|                  |      |             |          | \$         |

# CLOUD PRICING CONTINUED

| H.MAINTENANCE and SUPPORT |      |             |          |            |       |
|---------------------------|------|-------------|----------|------------|-------|
| Item #                    | Name | Description | Quantity | Unit Price | TOTAL |
| 1.                        |      |             |          | \$         | \$    |
| 2.                        |      |             |          | \$         | \$    |
| 3.                        |      |             |          | \$         | \$    |
| 4.                        |      |             |          | \$         | \$    |
| 5.                        |      |             |          | \$         | \$    |
| 6.                        |      |             |          | \$         | \$    |
| 7.                        |      |             |          | \$         | \$    |
| 8.                        |      |             |          | \$         | \$    |
| 9.                        |      |             |          | \$         | \$    |
| 10.                       |      |             |          | \$         | \$    |
| 11.                       |      |             |          | \$         | \$    |
| 12.                       |      |             |          | \$         | \$    |
| 13.                       |      |             |          | \$         | \$    |
| 14.                       |      |             |          | \$         | \$    |
| 15.                       |      |             |          | \$         | \$    |
| 16.                       |      |             |          | \$         | \$    |
| 17.                       |      |             |          | \$         | \$    |
| 18.                       |      |             |          | \$         | \$    |
| 19.                       |      |             |          | \$         | \$    |
| 20.                       |      |             |          | \$         | \$    |
| SUB-TOTAL                 |      |             |          | \$         | \$    |

# CLOUD PRICING CONTINUED

| I. OTHER  |      |             |          |            |       |
|-----------|------|-------------|----------|------------|-------|
| Item #    | Name | Description | Quantity | Unit Price | TOTAL |
| 1.        |      |             |          | \$         | \$    |
| 2.        |      |             |          | \$         | \$    |
| 3.        |      |             |          | \$         | \$    |
| 4.        |      |             |          | \$         | \$    |
| 5.        |      |             |          | \$         | \$    |
| 6.        |      |             |          | \$         | \$    |
| 7.        |      |             |          | \$         | \$    |
| 8.        |      |             |          | \$         | \$    |
| 9.        |      |             |          | \$         | \$    |
| 10.       |      |             |          | \$         | \$    |
| 11.       |      |             |          | \$         | \$    |
| 12.       |      |             |          | \$         | \$    |
| 13.       |      |             |          | \$         | \$    |
| 14.       |      |             |          | \$         | \$    |
| 15.       |      |             |          | \$         | \$    |
| 16.       |      |             |          | \$         | \$    |
| 17.       |      |             |          | \$         | \$    |
| 18.       |      |             |          | \$         | \$    |
| 19.       |      |             |          | \$         | \$    |
| 20.       |      |             |          | \$         | \$    |
| SUB-TOTAL |      |             |          | \$         | \$    |

## CLOUD PRICING CONTINUED

| J. ASSUMPTIONS |  |
|----------------|--|
| Item #         |  |
| 1.             |  |
| 2.             |  |
| 3.             |  |
| 4.             |  |
| 5.             |  |
| 6.             |  |
| 7.             |  |
| 8.             |  |
| 9.             |  |
| 10.            |  |
| 11.            |  |
| 12.            |  |
| 13.            |  |
| 14.            |  |

|     |  |
|-----|--|
| 15. |  |
| 16. |  |
| 17. |  |
| 18. |  |
| 19. |  |
| 20. |  |

| Item # | ITEM                       | TOTAL |
|--------|----------------------------|-------|
| 1.     | A. SOFTWARE                | \$    |
| 2.     | B. HARDWARE                | \$    |
| 3.     | C. INTERFACES              | \$    |
| 4.     | D. DATA CONVERSION         | \$    |
| 5.     | E. PROFESSIONAL SERVICES   | \$    |
| 6.     | F. TRAINING                | \$    |
| 7.     | G. TRAVEL/LIVING           | \$    |
| 8.     | H. MAINTENANCE AND SUPPORT | \$    |
| 9.     | I. OTHER                   | \$    |
|        | GRAND TOTAL                | \$    |

Describe your proposed payment schedule based on verifiable deliverables and/or project milestones. Include in your project timeline indications of the milestones listed below.

| Payment # | Description of Milestone | TOTAL |
|-----------|--------------------------|-------|
| 1.        |                          | \$    |
| 2.        |                          | \$    |
| 3.        |                          | \$    |
| 4.        |                          | \$    |
| 5.        |                          | \$    |
| 6.        |                          | \$    |
| 7.        |                          | \$    |
| 8.        |                          | \$    |
| 9.        |                          | \$    |
| 10.       |                          | \$    |
| 11.       |                          | \$    |
| 12.       |                          | \$    |
| 13.       |                          | \$    |
| 14.       |                          | \$    |
| 15.       |                          | \$    |
| 16.       |                          | \$    |
| 17.       |                          | \$    |
| 18.       |                          | \$    |
| 19.       |                          | \$    |
| 20.       |                          | \$    |
| 21.       |                          | \$    |
| 22.       |                          | \$    |
| 23.       |                          | \$    |
| 24.       |                          | \$    |

**APPENDIX G.**  
**GENERAL TERMS AND CONDITIONS FOR**  
**Police Records Management and Report Writing System**

The following outlines the City's General Terms and Conditions for acquisition of the Police Records Management and Report Writing System. Please review these Terms and Conditions carefully. As indicated, these Terms and Conditions are meant to be non-negotiable, but reasonable requests for modification may be granted at the City's sole discretion. If the Vendor takes exception to any of the listed requirements, those exceptions must be noted on the RFP Exceptions form in Appendix E.

| <b>CITY REQUIREMENTS</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Definitions</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| The following Definitions shall apply to each subsection of the following terms and conditions of this Request for Proposal for the records management and report writing system, hereinafter referred to as "RMS".                                                                                                                                                                                                                                                                   |
| <b>"Acceptance Date"</b> means the date on which the RMS is accepted by City, as indicated by execution of a Certificate of Completion. City will have a minimum of sixty (60) days after the Go-Live date of each phase to test the system in full production use and to identify non-conforming elements to be corrected. The Certificate of Execution will be executed once all non-conforming elements have been corrected by Vendor, except for minor or inconsequential errors. |
| <b>"Acceptance Test Specifications"</b> means the testing specifications set forth in the Definitive Agreements for determining if the RMS, as installed and configured, meets or exceeds the Acceptance Tests and is free from Defects.                                                                                                                                                                                                                                              |
| <b>"Acceptance Tests"</b> means the manner and means of acceptance testing of the RMS and the Services, as described in the Definitive Agreements.                                                                                                                                                                                                                                                                                                                                    |
| <b>"Certificate of Completion"</b> means a written certificate, signed by authorized representatives of City and Vendor, stating that (1) the RMS has been completely delivered, assembled, installed, and tested at the Site in accordance with the requirements of the Definitive Agreement; (2) as so assembled and installed, the RMS satisfies the Acceptance Tests; and (3) the RMS conforms to the Specifications.                                                             |
| <b>"City Data"</b> shall mean any data or information of City that is provided to or obtained by Vendor in the performance of its obligations under the Definitive Agreements, including data and information with respect to the operations, customers, operations, facilities, markets, assets, and finances of City.                                                                                                                                                               |



## CITY REQUIREMENTS

City Data also shall mean any data or information created, generated, collected or processed by Vendor in the performance of its obligations under the Definitive Agreement, data processing input and output, Service Level measurements, asset information, third party service and product agreements, contract charges, and retained and pass-through expenses.

**"Confidential Information"** shall mean all information, data (including the City Data) and specifications furnished by the City to Vendor, whether before or after the date hereof and whether in oral, written, electronic or graphic format, including, but not limited to financial information, business plans, strategic plans, pricing information, designs, procedures, methods of operation, formulas, data flow analyses, drawings, sketches, specifications, schematics, discoveries, inventions, research and development, improvements, source code and object code, concepts, ideas, processes, know-how and documentation, whether or not such information, data or specifications have been affixed with a restrictive, confidential or proprietary legend of City. Confidential information shall not include such information, data and materials as City agrees in writing is not proprietary or confidential to City or which: (i) is or becomes publicly available by other than unauthorized disclosure by Vendor; (ii) is independently developed by Vendor without use of any Confidential Information; or (iii) is received from a third party who has lawfully obtained such Confidential Information without a confidentiality restriction. All copies of Confidential Information, or parts thereof, made by Vendor shall also be considered Confidential Information.

**"Defect"** means any failure of the RMS to operate in conformity with the Specifications and other requirements set forth in the Definitive Agreements.

**"Definitive Agreement"** means a final, mutually agreed and executed contract.

**"Documentation"** means user guides, operating manuals, education materials, product descriptions and specifications, technical manuals, videos, supporting materials, emails clarifying functionality or technical specifications, and other information relating to the Equipment, the Software or the RMS or used in conjunction with the Services, whether distributed in print, magnetic, electronic, or video format.

**"RMS"** means the Software, Equipment and associated attachments, features, accessories, peripherals and wiring, integrated with the Vendor Software and Third-Party Software (and all additions, modifications, substitutions, upgrades or enhancements to such system) along with the Services, meeting the Specifications.

**"Escrow Materials"** shall mean the Vendor Software and Materials, in both object code and Source Code form, together with all documentation thereto, which shall include all relevant commentary, including, but not limited to, explanation, flow charts, algorithm and

| CITY REQUIREMENTS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| subroutine descriptions, memory and overlap maps, designs, architecture and other similar materials, for the Vendor Software and Materials.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <p><b>"Equipment"</b> shall mean all network, infrastructure, telecommunications, and computing equipment procured or provided by Vendor as part of the RMS, including, but not limited to (a) server and distributed computing equipment and associated attachments, features, accessories, peripheral devices, and wiring (b) personal computers, laptop computers and workstations and associated attachments, features, accessories, peripheral devices, and wiring and (c) telecommunications and network equipment and associated attachments, features, accessories, peripheral devices and wiring.</p>                                                                          |
| <p><b>"Force Majeure"</b> includes any act or omission of any civil or military authority, act of God, fire, earthquake, act of terrorism, strike or other labor disturbance, major equipment failure, fluctuation or non-availability of electrical power, heat, light, air-conditioning or telecommunications equipment, or any other act, omission or occurrence beyond reasonable control.</p>                                                                                                                                                                                                                                                                                      |
| <p><b>"Key Vendor Personnel"</b> shall mean the Vendor Personnel filling the positions designated in the Definitive Agreements as Key Vendor Personnel.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <p><b>"Laws"</b> shall mean all federal, state and local laws, statutes, regulations, rules, executive orders, government directives, government circulars, policies or binding pronouncements of or by any government (including any department or agency thereof) having jurisdictional authority over a Party.</p>                                                                                                                                                                                                                                                                                                                                                                   |
| <p><b>"Losses"</b> shall mean all losses, liabilities, damages and claims (including taxes), and all related costs and expenses (including reasonable legal fees and disbursements and costs of investigation, litigation, settlement, judgment, interest and penalties).</p>                                                                                                                                                                                                                                                                                                                                                                                                           |
| <p><b>"Malicious Code"</b> shall mean (a) any code, program, or sub-program whose knowing or intended purpose is to damage or interfere with the operation of the computer system containing the code, program or sub-program, or to halt, disable or interfere with the operation of the Software, code, program, or sub-program, itself, or (b) any code, program or sub-program that permits any unauthorized person to circumvent the normal security of the Software or the system containing the code. This could include, but is not limited to "viruses," "worms," "backdoor entries," "time bombs," "Trojan horses," "lockout devices," and other disruptive technologies.</p> |
| <p><b>"Materials"</b> shall mean, collectively, software, literary works, other works of authorship, specifications, design documents and analyses, programs, program listings, programming tools, documentation, reports, videos, drawings and similar work product prepared by Vendor Personnel as part of the Services.</p>                                                                                                                                                                                                                                                                                                                                                          |

| <b>CITY REQUIREMENTS</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>"Proposal"</b> means Vendor's Proposal made in response to the Request for Proposal, together with all supplements and clarifications thereto.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>"Request for Proposal"</b> or <b>"RFP"</b> means City's Request for Proposal #17-18, Police Records Management and Report Writing System and Implementation, together with all supplements and clarifications issued by City in writing.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>"Services"</b> includes, but is not limited to, installation, integration, education, acceptance testing, and support, maintenance, training, development, warranty, and time and materials services, provided or to be provided by Vendor pursuant to the Definitive Agreement.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>"Software"</b> means the Vendor Software and the Third Party Software, and all Documentation, materials and media related thereto.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>"Source Code"</b> means a human-readable copy of the source code (the computer instructions in human readable computer language) to the Vendor Software and Materials, plus any pertinent commentary or explanation that may be used by Vendor's programmers, although not necessarily those incorporating the program, and shall include Documentation, statements or principles of operation, and schematics, all as necessary or useful for the effective understanding, maintenance and use of the Source Code. To the extent that the development environment employed by Vendor for the development, maintenance, compilation, and implementation of the Source Code includes any device, programming, or Documentation not commercially available to City on reasonable terms through readily known sources other than Vendor, the Source Code shall include all such devices, programming, or Documentation. The foregoing reference to such development environment is intended to apply to any programs, including compilers, workbenches, tools, and high-level (or proprietary) languages, used by Vendor for the development, maintenance, and implementation of the Source Code. |
| <b>"Specifications"</b> means the functional, performance, operational, compatibility, and other specifications or characteristics of the RMS described in the Definitive Agreement, the RFP, the Proposal, the applicable Documentation and other such specifications or characteristics of the RMS agreed upon in writing by the Parties.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>"Statement of Work"</b> means the schedule for delivery, implementation and testing of the RMS and the performance of the Services, as set forth in the Definitive Agreements, mutually agreed to by City and Vendor. It will include major work activities, responsible party, project phases, and scope of work, timeline, project teams, and roles, expected hours by activity and role, and deliverables. The Statement of Work ("SOW") will be agreed                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |

| <b>CITY REQUIREMENTS</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| to by both parties prior to execution of the Definitive Agreement and included as part of such agreement for the delivery and implementation of the RMS.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>"Subcontractors"</b> shall mean the subcontractors of Vendor that the City has approved in advance.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>"Third Party Software"</b> means the software that is purchased or licensed by Vendor from any source external to Vendor (i.e., Vendor acts as a distributor, re-seller, or supplier) and licensed to the City under the terms of the Definitive Agreements.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>"Vendor Personnel"</b> shall mean those employees, representatives, contractors, Subcontractors and agents of Vendor and Vendor Subcontractors who perform any Services under the Definitive Agreements. City has the right to review and approve in advance all Vendor Personnel assigned to this RMS project.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>"Vendor Software"</b> means the computer programs, in object code form, provided or to be provided by Vendor pursuant to the Definitive Agreement. Vendor Software includes any modifications, corrections, improvements, updates, releases, or other changes to Vendor Software which are provided or to be provided as part of Vendor's performance of Service obligations under the Definitive Agreements.                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>"Warranty Period"</b> means a period of five years from the Acceptance Date, as indicated by the date of execution of the Certificate of Completion by both Parties.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>II. General Terms and Conditions</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>Scope of Work.</b> Defines the work, including but not limited to Software functionality, Vendor services, level of effort and other efforts for the RMS Project. Vendor shall supply the RMS, Documentation and Services, all in accordance with the terms of the Definitive Agreements and the Specifications, within the time frames and milestones specified in the Statement of Work.                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>Acceptance.</b> Payment for any part or parts of the RMS, or inspection or testing thereof by City, shall not constitute acceptance or relieve Vendor of its obligations under the Definitive Agreements. City shall be deemed to have accepted the RMS and Services only upon City's execution and delivery of a Certificate of Completion. Acceptance of the RMS does not waive any warranty or other rights provided in the Definitive Agreements for the RMS or Services. City will have a minimum of sixty (60) days after the Go-Live date of each phase to test the system in full production use and to identify non-conforming elements to be corrected. The Certificate of Execution will be executed once all non-conforming elements have been corrected by Vendor, except for minor or inconsequential errors. |

## CITY REQUIREMENTS

**Inspection.** City may inspect the components of the RMS when delivered and reject upon notification to Vendor any and all components of the RMS which does not conform to the Specifications or other requirements of the Definitive Agreements. Components of the RMS which are rejected shall be promptly corrected, repaired, or replaced by Vendor in accordance with Vendor's warranty obligations under the Definitive Agreements, such that the RMS conforms to the Specifications and the other requirements of the Definitive Agreements. If City receives components of the RMS with Defects not reasonably apparent on inspection, then City reserves the right to require prompt correction, repair, or replacement by Vendor in accordance with Vendor's warranty obligations under the Definitive Agreements following the discovery of such Defect. If the RMS is hosted off-site, City has the right to inspect and audit all facilities, infrastructure, policies and procedures, personnel, equipment, documentation involved with this RMS project.

**Problems.** Vendor agrees to notify City within 24 hours of any factor, occurrence, or event coming to its attention that may affect Vendor's ability to meet the requirements of the Definitive Agreements, or that is likely to occasion any delay in completion of the projects contemplated by the Definitive Agreements. Such notice shall be given in the event of any loss or reassignment of Vendor Personnel, threat of strike, or major equipment failure or other force majeure event.

**Time of Performance.** Time is of the essence with respect to each and every term and provision of the Definitive Agreements.

**Performance Bond.** At the City's request, vendors shall provide City a faithful performance bond executed by a corporate surety authorized and admitted to transact a surety business in the State of Washington in the amount of 100% of the Agreement amount, and submit same within fifteen (15) calendar days of execution of the Definitive Agreements and prior to such time as Vendor shall commence any work under the Definitive Agreements. This performance bond shall guarantee the faithful performance of the Definitive Agreements. The performance bond shall provide that City shall have the right to approve any contractor chosen by the surety to complete any uncompleted work under the Definitive Agreements. (Vendor may propose an alternative performance security arrangement to meet this minimum requirement. Such alternative shall be equally secure and liquid, and subject to the approval of the City.)

**Gratuities.** City may, by written notice to Vendor, terminate Vendor's right to proceed under the Definitive Agreements upon one (1) calendar days' notice, if City finds that gratuities in the form of entertainment, gifts, or otherwise were offered or given by Vendor or any agent as representative of Vendor, to any official, officer or employee of City, provided that the existence of the facts upon which makes such finding shall be an issue and may be reviewed by a court of competent jurisdiction in the event of such termination, City shall be entitled to pursue the same remedies against Vendor as it could pursue in the

## CITY REQUIREMENTS

event of default by Vendor. Notwithstanding the preceding, Vendor is not prohibited from providing room and board for the City personnel to attend Vendor sponsored training seminars or schools which are generally held outside of the City and are available to all Vendor's customers, and are a regular element of Vendor's training program.

**Alterations and Changes.** City reserves the right, without impairing Vendor, to require additional Equipment or Services, to omit, cancel or eliminate Agreement items, to alter details of implementation or installation, and to make other changes and alterations as necessary or desirable, in City's judgment, to satisfactorily complete the project contemplated by the Definitive Agreements. Vendor shall perform such changed, additional, increased, decreased, varied or altered obligations upon written notice to that effect from City. Compensation for such alterations or changes will be made on such basis as may have been agreed to by the Parties, or in the case no such agreement have been made, a fair and equitable allowance shall be made with respect to compensation due Vendor. Except as may be otherwise provided in the Definitive Agreements, no payment for extras will be made unless such extras and the compensation to be paid therefore have been authorized in writing by the City Project Manager.

**Delays.** In the event of a delay in delivery of all or any portion of the RMS, or in the event of a delay in the performance of Services, which is not excused in the Definitive Agreement, City may cancel without charge all or any portion of the RMS or Services for which delivery or performance has been so delayed. If, in City's opinion, the delivered portion of the RMS is not operable without the remaining undelivered portion of the RMS, City may, at Vendor's expense, return any delivered portion of the RMS to Vendor. City shall not be liable for any expenses incurred by Vendor for canceled, undelivered, or returned portions of the RMS. City shall receive a refund of all amounts paid to Vendor with respect to the canceled and/or returned portion of the RMS and Services.

**Permits and Laws.** Vendor shall at its own expense secure any and all licenses, permits or certificates that may be required by any Laws for the performance of Vendor's obligations under the Definitive Agreements. Vendor shall also comply with the provisions of all Laws in Vendor's performance under the Definitive Agreements. At Vendor's own expense and at no cost to City, Vendor shall make any change, alteration or modification that may be necessary which arise out of Vendor's failure to comply with Laws.

**Audit Rights.** Vendor shall provide such employees and independent auditors and inspectors as City may designate with reasonable access to all sites from which Services are performed for the purposes of performing audits or inspections of Vendor's operations and compliance with the Definitive Agreements. Vendor shall provide such auditors and inspectors any reasonable assistance that they may require. Such audits shall be conducted

## CITY REQUIREMENTS

in such a way so that the Services or services to any other customer of Vendor are not impacted adversely.

**Third Party Contractors.** City may hire contractors, subcontractors, consultants, and/or other third parties ("City Third Party Contractors") to perform any part of the Services or to provide other services. Vendor shall fully cooperate with and work in good faith with City Third Party Contractors as directed by City and shall do so at no additional charge to City. Such cooperation shall include, at no additional charge to City: (a) providing access to any facilities being used to provide the Services, as necessary for City Third Party Contractors to perform the work assigned to them; (b) providing access to the RMS; or (c) providing written requirements, standards, policies, specifications or other Documentation for the RMS.

**Insurance.** Vendor agrees to keep in full force and effect and maintain at its sole cost and expense the following policies of insurance during the term of the Definitive Agreements:

- (a) Workers' Compensation and Employer's Liability Insurance: (i) Statutory Worker's Compensation including occupational disease in accordance with law. The limits and aggregates noted above must apply to the Stop Gap Coverage as well. This must be indicated on the certificate of insurance; (ii) Employer's Liability Insurance with minimum limits of \$100,000.00 per employee by accident/\$100,000.00 per employee by disease/\$500,000.00 policy limit by disease.
- (b) Commercial General Liability Insurance (including contractual liability insurance) providing coverage for bodily injury and property damage with a combined single limit of not less than One Million dollars (\$1,000,000.00) aggregate/Five Hundred Thousand Dollars (\$500,000.00) per occurrence.
- (c) Commercial Business Automobile Liability Insurance including coverage for all owned, non-owned, leased, and hired vehicles providing coverage for bodily injury and property damage liability with a combined single limit of not less than Two Million Dollars (\$2,000,000.00) per occurrence.
- (d) Professional Liability/Errors and Omissions Insurance covering acts, errors and omissions arising out of Vendor's operations or services in an amount not less than One Million Dollars (\$1,000,000.00) per occurrence.
- (e) Employee Dishonesty and Computer Fraud Insurance covering losses arising out of or in connection with any fraudulent or dishonest acts committed by Vendor personnel, acting alone or with others, in an amount not less than One Million Dollars (\$1,000,000.00) per occurrence.

All such insurance shall be procured with such insurance companies of good standing, permitted to do business in the country, state or territory where Vendor has operations. Vendor shall provide City with certificates of insurance evidencing compliance with this Section. Vendor's insurance policies as required under Sections (b), (c) and (e) shall name City and all of its elected officials, representatives, servants, volunteers, contractors, and employees as Additional Insured for any and all liability arising at any time in connection



## CITY REQUIREMENTS

with Vendor's performance under the Definitive Agreements by endorsement CG 20 10 11 85 which must be attached to the certificate and copies of all policies shall be furnished to the City upon request.

Such insurance afforded to City shall be primary insurance and any other valid insurance existing for City's benefit shall be excess of such primary insurance.

Vendor shall take such actions with regard to its policy or policies of insurance as are necessary to cause the policy or policies to comply with the requirements stated herein. The obligation of Vendor to provide the insurance specified herein shall not limit in any way any obligation or liability of Vendor provided elsewhere in the Definitive Agreements.

**Confidentiality.** Vendor hereby agrees that all Confidential Information shall be and was received in strict confidence, shall be used only for purposes of the Definitive Agreements, and shall not be disclosed by Vendor or Vendor Personnel without the prior written consent of City. This provision shall not apply to Confidential Information which is (1) already known by Vendor without an obligation of confidentiality, (2) publicly known or becomes publicly known through no unauthorized act of Vendor, (3) rightfully received from a third party (other than a City employee or agent) without obligation of confidentiality, (4) disclosed without similar restrictions by City to a third party, (5) approved by City for disclosure, or (6) required to be disclosed pursuant to a requirement of a governmental agency or law so long as Vendor provides City with timely prior written notice of such requirement. Information received by City from Vendor shall only be considered proprietary and/or confidential after a separate confidentiality agreement has been executed by a duly authorized representative of each Party for the specific purpose of disclosing such information.

**Public Disclosure Compliance.** The parties acknowledge that the City of Vancouver is an "agency" within the meaning of the Washington Public Records Act, Ch 42.56 RCW, and that materials submitted by the Vendor to the City become public record. Such records may be subject to public disclosure, in whole or part and may be required to be released by the City in the event of a request for disclosure. In the event the City receives a public record request for information the Vendor has marked as "Confidential-Exempt from Disclosure," the City shall notify the Vendor of such request and withhold disclosure of such information for not less than five (5) business days, to permit the Vendor to seek judicial protection of such information, provided that the Vendor shall be responsible for attorney fees and costs in such action. The vendor shall save and hold harmless the City from any costs, attorney fees or penalty assessment under Ch.42.17 RCW for withholding or delaying public disclosure of such information.

**Media Releases.** Except for any announcement intended solely for internal distribution by Vendor or any disclosure required by legal, accounting, or regulatory requirements beyond the reasonable control of Vendor, all media releases, public announcements, or public

## CITY REQUIREMENTS

disclosures (including, but not limited to, promotional or marketing material) by Vendor or its employees or agents relating to the Definitive Agreement or its subject matter, or including the name, trade mark, or symbol of City, shall be coordinated with and approved in writing by City prior to the release thereof.

Vendor shall not represent directly or indirectly that the RMS or Services provided by Vendor to City has been approved or endorsed by City or include the name, trade mark, or symbol of City on a list of Vendor's customers without City's express written consent.

**Nonexclusive Market and Purchase Rights.** It is expressly understood and agreed that the Definitive Agreements do not grant to Vendor an exclusive right to provide to City any or all of the RMS and Services and shall not prevent City from developing or acquiring from other suppliers systems, computer software programs or services similar to those provided by Vendor. Vendor agrees that acquisitions by City pursuant to the Definitive Agreements shall neither restrict the right of City to cease acquiring nor require City to continue any level of such acquisitions. Estimates or forecasts furnished by City to Vendor as part of this RFP or during the term of the Definitive Agreements shall not constitute commitments.

**Governing Law and Venue.** The rights and obligations of the Parties under the Definitive Agreements shall not be governed by the provisions of the 1980 United Nations Convention on Contracts for the International Sale of Goods. Rather these rights and obligations shall be governed by the laws, other than choice of law rules, of the State of Washington. The Parties agree that any action to enforce any provision of the Definitive Agreements shall be brought in the superior court of Clark County, Washington. Each party consents to jurisdiction and venue before such court.

**Discrepancy and Omissions.** If anything necessary for the clear understanding of the RMS or Services has been omitted from the Specifications or it appears that various instructions are in conflict, Vendor shall secure written instructions from City's project director before proceeding with the performance under the Definitive Agreements.

**Residuals.** Nothing in the Definitive Agreements shall restrict any employees or representatives of a Party who retain solely in intangible form after performing the obligations of such Party under the Definitive Agreements, general ideas, concepts, know-how, or techniques relating to data processing or network management which either Party, individually or jointly, develops or discloses to such employee or representative while such employee or representative is performing the obligations, or exercising the rights, of a Party under the Definitive Agreements, from using such ideas, concepts, know-how, or techniques for the benefit of either Party, except to the extent that such use infringes upon any patent or copyright of a Party, provided, however, that this Section shall not be deemed to limit either Party's obligations under the Definitive Agreements with respect to the disclosure or use of Confidential Information.

## CITY REQUIREMENTS

**Assignment.** Vendor may not assign the Definitive Agreements or any rights or duties there under, by operation of law or otherwise, without the prior written consent of City.

No such assignment shall relieve Vendor of its covenants and agreements under the Definitive Agreements, and Vendor shall continue to be liable as a principal and not as guarantor or surety to the same extent as though no assignment had been made.

### III. Project Management and Vendor Personnel

**Project Managers.** Vendor and City shall each appoint a designated "Project Manager." The Project Managers will be responsible for day-to-day communications between the Parties regarding the subject matter of the Definitive Agreements. City may change its Project Manager at any time and from time to time by giving Vendor written notice. The Vendor Project Manager shall be considered one of the Vendor Key Personnel.

**Approval of Key Vendor Personnel.** Before assigning an individual to act as one of the Key Vendor Personnel whether as an initial assignment or a subsequent assignment, Vendor shall notify City of the proposed assignment, shall introduce the individual to appropriate City representatives, shall provide reasonable opportunity for City representatives to interview the individual, and shall provide City with a resume and such other information about the individual as may be reasonably requested by City. If City in good faith objects to the proposed assignment, the Parties shall attempt to resolve City's concerns on a mutually agreeable basis. If the Parties have not been able to resolve City's concerns within ten (10) business days, Vendor shall not assign the individual to that position and shall timely propose to City the assignment of another individual of suitable ability and qualifications.

**Continuity.** Vendor shall not transfer, reassign or remove any of the Key Vendor Personnel (except as a result of voluntary resignation, involuntary termination for cause, illness, disability, or death) during the specified period in the Statement of Work without City's prior approval, which City may withhold in its sole discretion.

With respect to all other Vendor Personnel, Vendor will use its diligent efforts to ensure the continuity of Vendor Personnel assigned to perform Services under the Definitive Agreements.

**Assignment of Personnel.** Vendor shall assign sufficient numbers of Vendor Personnel to provide the Services in accordance with the Definitive Agreements and such Vendor Personnel shall possess suitable competence, ability, experience and qualifications and shall be properly educated and trained for the Services they are to perform. City may require each Vendor Personnel providing Services to undergo a background investigation, including, but not limited to a criminal records and fingerprint check.

## CITY REQUIREMENTS

Vendor shall promptly replace any Vendor Personnel found to be unacceptable to City, in its discretion, on the basis of the results of a background investigation.

**Replacement of Personnel.** In the event that City determines in good faith that the continued assignment to City of any Vendor Personnel (including Key Vendor Personnel) is not in the best interests of City, then City shall give Vendor written notice to that effect requesting that such Vendor Personnel be replaced. Promptly after its receipt of such a request by City, Vendor shall investigate the matters stated in the request and discuss its findings with City. If requested to do so by City, Vendor shall immediately remove the individual in question from all City facilities pending completion of Vendor's investigation and discussions with City. If, following discussions with Vendor, City still in good faith requests replacement of such Vendor Personnel, Vendor shall promptly replace such Vendor Personnel with an individual of suitable ability and qualifications. Nothing in this provision shall operate or be construed to limit Vendor's responsibility for the acts or omission of the Vendor Personnel

**OSHA/WISHA.** Vendor certifies that it is in compliance with the conditions of the Federal Occupational Safety and Health Act of 1970 (OSHA), the Washington Industrial Safety and Health act of 1973 (WISHA), and the standards and regulations issued thereunder and certifies that all items furnished or purchased under the Definitive Agreements will conform to and comply with said standards and regulations. Vendor further agrees to indemnify and hold harmless City from all damages assessed against City as a result of Vendor's failure to comply with these acts and the standards issued thereunder and for the failure of the items furnished under the Definitive Agreements to so comply.

**Equal Employment.** During the performance of the Definitive Agreements, Vendor agrees that Vendor Personnel performing Services in the United States must be United States citizens or lawfully admitted in the United States for permanent residence or lawfully admitted in the United States holding a visa authorizing the performance of Services on behalf of Vendor.

Vendor shall not discriminate against any Vendor Personnel, applicant for employment, or any member of the public because of race, color, religion, sex, sexual orientation, national origin or any other class protected by federal, state or local employment discrimination laws. Vendor shall ensure that Vendor Personnel are treated equally during employment, without regard to their race, color, religion, sex, sexual orientation, national origin or any other class protected by federal, state or local employment discrimination laws. Such action shall include, but not be limited to, the following: employment, upgrading, demotion, transfer, recruitment, advertising, layoff or termination, rates of pay or other forms of compensation and selection for training, including apprenticeship.

## CITY REQUIREMENTS

**Use of Subcontractors.** Vendor shall not subcontract any of its responsibilities without City's prior written approval, which may be withheld in City's sole discretion. Prior to entering into a subcontract with a third party for the Services, Vendor shall (i) give City reasonable prior written notice specifying the components of the Services affected, the scope of the proposed subcontract, the identity and qualifications of the proposed Subcontractor, and the reasons for subcontracting the work in question; and (ii) obtain City's prior written approval of such subcontractor. City also shall have the right to revoke its prior approval of a subcontractor and direct Vendor to replace such Subcontractor as soon as possible. Vendor shall be responsible for any failure by any Subcontractor or Subcontractor personnel to perform in accordance with the Definitive Agreements or to comply with any duties or obligations imposed on Vendor under the Definitive Agreements to the same extent as if such failure to perform or comply was committed by Vendor or Vendor Personnel. Vendor shall be City's sole point of contact regarding the Services, including with respect to payment.

**Compliance With Rules.** While at the City facilities, Vendor Personnel shall (i) comply with the rules and regulations that City sets regarding personal and professional conduct (including compliance with City's dress code, the wearing of an identification badge provided by City, and adherence to City's regulations and general safety practices and procedures) generally applicable to such City Facilities, (ii) comply with reasonable requests of City personnel pertaining to personal and professional conduct, and (iii) otherwise conduct themselves in a businesslike manner.

Vendor agrees to immediately remove any Vendor Personnel who engage in Substance Abuse while on City facilities or while performing Services. "Substance Abuse" includes the sale, attempted sale, possession or use of illegal drugs, drug paraphernalia, or alcohol, or the misuse of prescription or non-prescription drugs.

**Compensation and Benefits.** Vendor shall provide for and pay the compensation of Vendor Personnel and shall pay all taxes, contributions, and benefits (such as, but not limited to, workers' compensation benefits) which an employer is required to pay relating to the employment of employees. City shall not be liable to Vendor or to any Vendor Personnel for Vendor's failure to perform its compensation, benefit, or tax obligations. Vendor shall indemnify, defend and hold City harmless from and against all such taxes, contributions and benefits and will comply with all associated governmental regulations, including the filing of all necessary reports and returns.

**Relation of Parties.**

The Contractor, its sub-contractors, agents and employees are independent contractors performing professional services for City and are not employees of City. The Contractor, its subcontractors, agents and employees, shall not, as a result of this Agreement, accrue leave, retirement, insurance, bonding or any other benefits afforded to City employees.

| CITY REQUIREMENTS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>The Contractor, sub-contractors, agents and employees shall not have the authority to bind City in any way except as may be specifically provided herein.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <p><b>E-Verify.</b> Contractor shall register and enter into a Memorandum of Understanding (MOU) with the Department of Homeland Security E-Verify program within sixty (60) days after execution of this Agreement. Contractor shall ensure all Contractor employees and any sub-contractor(s) assigned to perform work under this Agreement are eligible to work in the United States. Contractor shall provide verification of compliance upon City request. Failure by Contractor to comply with this subsection shall be considered a material breach.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <p><b>IV. Representations and Warranties</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <p><b>General.</b> Vendor represents and warrants that (a) it has all necessary rights, licenses and approvals required to provide the Services and to provide City with the rights in the RMS and City shall be entitled to use the RMS without disturbance; (b) all obligations owed to the third parties with respect to the activities contemplated to be undertaken by Vendor pursuant to the Definitive Agreements are or will be fully satisfied by Vendor so that City will not have any obligations (other than obligations set forth in the Definitive Agreements) with respect thereto; (c) Vendor’s obligations under the Definitive Agreements are not in conflict with any other Vendor obligations; (d) Vendor will comply with all applicable Laws in the performance of its obligations under the Definitive Agreements; and (e) Vendor’s arrangements with its Subcontractors who provide services to Vendor in connection with the performance of Vendor’s obligations under the Definitive Agreements shall be in compliance with the terms and conditions of the Definitive Agreements.</p> |
| <p><b>Defects.</b> Vendor represents and warrants that, during the Warranty Period, the RMS and all components thereof shall comply with the Specifications, be free from errors in operation and performance and be free from Defects.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <p><b>Malicious Code.</b> Vendor represents and warrants that it shall use its best efforts to prevent the introduction and proliferation of any Malicious Code into the RMS or City's information technology environment. Without limiting Vendor’s other obligations under the Definitive Agreements, Vendor covenants that, in the event any Malicious Code is found in the RMS or City information technology environment, if such Malicious Code originated in the Equipment, Software or other resources provided by Vendor under the Definitive Agreements, Vendor shall remove such Malicious Code at its expense and indemnify City for all Losses incurred by City as a result of such Malicious Code.</p>                                                                                                                                                                                                                                                                                                                                                                                             |
| <p><b>Disabling Code.</b> Vendor represents and warrants that Vendor shall not insert into the RMS any code which could be invoked to disable or otherwise shut down all or any portion of the RMS. Vendor further represents and warrants that no portion of the RMS contains any “back door,” “time bomb,” “Trojan horse,” “worm,” “virus,” or other computer software</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |



## CITY REQUIREMENTS

routines or hardware components designed to (a) permit access or use of either the RMS or City's computer systems by Vendor or a third party not authorized by the Definitive Agreements, (b) disable, damage or erase the RMS or any information or data stored therein.

With respect to any disabling code that may be part of the RMS, Vendor shall not invoke or cause to be invoked such disabling code at any time, including upon expiration or termination of the Definitive Agreements for any reason, without City's prior written consent.

For purposes of this provision, code that serves the function of ensuring software license compliance (including passwords) shall not be deemed disabling code, provided that Vendor notifies City in advance of all such code and obtains City's approval prior to installing such code in the RMS.

**Intellectual Property.** Vendor represents and warrants that at the time of delivery to City, no element of the RMS and/or methodology provided under the Definitive Agreements is the subject of any litigation ("Litigation"), and (2) Vendor has all right, title, ownership interest, and/or marketing rights necessary to provide the RMS and/or methodology to City and that each License, the RMS System and/or methodology, and their sale, license, and use hereunder do not and shall not directly or indirectly violate or infringe upon any copyright, patent, trade secret, or other proprietary or intellectual property right of any third party or contribute to such violation or infringement ("Infringement").

**Vendor Personnel.** Vendor represents and warrants it will provide sufficient Vendor Personnel to complete the Services within the applicable time frames and milestones established pursuant to the Definitive Agreements. Vendor represents and warrants that Vendor Personnel shall have sufficient skill, knowledge, and training to perform Services and that the Services shall be performed in a professional and workmanlike manner consistent with industry standards. Vendor represents and warrants that all Vendor Personnel utilized by Vendor in performing Services are under a written obligation to Vendor requiring the Vendor Personnel to maintain the confidentiality of Confidential Information.

**Equipment.** Vendor represents and warrants that the Equipment, at the Acceptance Date, will be new and free from Defects in materials and workmanship. Vendor further represents and warrants that City shall obtain good and marketable title to the Equipment, free from any lien or encumbrance.

**Sizing.** Based on Vendor's studies of City's existing systems which are to be replaced by the RMS, and the demonstrations, conversations, correspondence, and the Request for Proposal documents, Vendor has gained an adequate understanding of City's requirements



## CITY REQUIREMENTS

pertaining to an integrated RMS to enable performance of the terms of the Definitive Agreements. Based on this in-depth understanding and combining it with Vendor's knowledge and experience with other municipal organizations, Vendor warrants that the proposed system has been sized to meet City's current needs and accommodate growth in the near future.

### V. Indemnification

**Vendor Indemnification.** Vendor agrees to indemnify, defend and hold harmless City and its officers, directors, employees, agents, successors, and assigns from any and all Losses and threatened Losses due to third party claims arising from or in connection with any of the following: (1) Vendor's breach of any of the representations and warranties set forth in the Definitive Agreements; (2) Vendor's breach of its obligations with respect to City Data or City Confidential Information; (3) Occurrences that Vendor is required to insure against pursuant to the Definitive Agreements, to the extent of Vendor's actual coverage under its insurance policies, or in the event Vendor fails to obtain the applicable insurance policy, to the extent of the coverage required therein; provided, however, that this provision shall not limit City's right to indemnity under any other provision of the Definitive Agreements; (4) Claims by government regulators or agencies for fines, penalties, sanctions or other remedies arising from or in connection with Vendor's failure to perform its responsibilities under the Definitive Agreements; (5) taxes, together with interest and penalties, that are the responsibility of Vendor under the Definitive Agreements; (6) the death or bodily injury of any agent, employee, customer, business invitee, business visitor or other person caused by the negligent design, the supply of improper or defective material or workmanship, or the negligence or other tortious conduct of Vendor or Vendor Personnel; (7) the damage, loss or destruction of any real or tangible personal property caused by the negligence or other tortious conduct of Vendor or Vendor Personnel; and (8) any claim, demand, charge, action, cause of action, or other proceeding asserted against the indemnitee but resulting from an act or omission of Vendor or Vendor Personnel in its capacity as an employer or potential employer of a person.

**Proprietary Rights Indemnification.** Vendor shall indemnify, defend and hold City and all end users and their respective successors, officers, employees, and agents harmless from and against any and all actions, claims, losses, damages, liabilities, awards, costs, and expenses (including legal fees) resulting from or arising out of any Litigation, any breach or claimed breach of the intellectual property representations and warranties made by Vendor, or which is based on a claim of an Infringement and Vendor shall defend and settle, at its expense, all suits or proceedings arising therefrom. City shall inform Vendor of any such suit or proceeding against City and shall have the right to participate in the defense of any such suit or proceeding at its expense and through counsel of its choosing. Vendor shall notify City of any actions, claims, or suits against Vendor based on an alleged Infringement of any Party's intellectual property rights in and to the RMS and/or

## CITY REQUIREMENTS

methodology. In the event an injunction is sought or obtained against use of the RMS and/or methodology or in City's opinion is likely to be sought or obtained, Vendor shall promptly, at its option and expense, either (i) procure for City its end users the right to continue to use the infringing portion(s) of the RMS and/or methodology as set forth in the Definitive Agreements; (ii) replace or modify the infringing portions of the RMS and/or methodology to make its use non-infringing while being capable of performing the same function without degradation of performance, or (iii) if a suitable replacement is not able to be provided in a timely manner, refund to City the amount paid for the applicable license.

### VI. Contract Price, Charges, Payments and Taxes

**Contract Price.** The total price for the purchase of the RMS, including but not limited to the purchase of the Equipment, the license of the Vendor Software and the Third Party Software, and the provision of the Documentation and Services (exclusive of periodic maintenance and support Service payments and other time and material Service payments which are to be made in consideration of the performance of maintenance and support and time and material Services) is a fixed price of \_\_\_\_\_ Dollars (\$\_\_\_\_\_.00) (the "Contract Price").

**Charges.** Charges, prices, and fees ("Charges") and discounts, if any, for maintenance and support Services and time and material Services are as set forth in the Definitive Agreements, in a purchase order, or as otherwise agreed upon by the parties, unless modified as set forth in the Definitive Agreements. Upon City's request, Vendor shall provide to City copies of records which substantiate that City has received the Charges and discounts to which City is entitled to under the Definitive Agreements. Except as expressly provided in the Definitive Agreements, Vendor and City shall each bear all of its own expenses arising from performance of its obligations under the Definitive Agreements, including (without limitation) expenses relating to personnel, facilities, utilities, Equipment, supplies, clerical and the like.

**Compensation and Schedule of Payments.** City shall pay the Contractor at the rates submitted in the Vendor's proposal for work performed under the terms of this Agreement. This is the maximum amount to be paid under this Agreement and it shall not be exceeded without City's prior written authorization in the form of a negotiated and executed amendment. Such payment shall be full compensation for work performed or services rendered and for all labor, materials, supplies, equipment and incidentals necessary to complete the project as set forth herein. The Contractor shall submit monthly invoices to City covering both professional fees and project expenses, if any, for fees and expenses from the previous month. Payments to Contractor shall be net 30 days.

## CITY REQUIREMENTS

**Taxes.** City shall be responsible for any sales, use, excise, value-added and other taxes and duties payable by Vendor on the Services as a whole or on a particular good or service received by City from Vendor where the tax is imposed on City's acquisition or use of such Services or goods or services from Vendor, and not by Vendor's cost in acquiring the goods or services. The City is not responsible for:

- a) Taxes based upon the net worth, gross income or net income of the Vendor Taxes based upon the franchise of the Vendor;
- b) Taxes based upon the equipment or software, other than that which is licensed in this agreement;
- c) Taxes paid by or for any employee of Vendor.

The Parties will use commercially reasonable efforts to cooperate with each other to enable each to more accurately determine its own tax liability and to minimize such liability to the extent legally permissible. The City reserves the right to review all tax charges and, in no event, will be responsible to pay more than is appropriate or actually paid under applicable law. Vendor will pass on to the City any tax refunds received with respect to the City's previous payment or reimbursement of applicable taxes hereunder.

Each Party shall provide and make available to the other any resale certificates, information regarding out-of-state or out-of-country sales or use of equipment, materials or services, and other exemption certificates or information reasonably requested by either Party. Prior to performing work for the City, Vendor shall secure a City of Vancouver Business License under V.M.C. 5.04.010.

**Modifications to Charges.** Where a change in an established Charge for any of the maintenance and support or time and material Services is provided for in the Definitive Agreement, Vendor shall give to City at least ninety (90) days' prior written notice of such change. Any increase in a Charge shall not occur during the first twenty-four (24) months of the Definitive Agreements, during the term of the applicable purchase order or during the specified period for performance of Services, whichever period is longer. Thereafter, any increase in a Charge shall (1) not occur unless a minimum of twelve (12) months has elapsed since the effective date of the previously established Charge, and (2) not exceed the lesser of the Consumer Price Index or five percent (5%) of such Charge.

**Most Favored Customer.** Vendor's charges to City for Services to be provided under the Definitive Agreements shall be at least as low as Vendor's lowest charges to other customers purchasing the same or substantially similar services in comparable or lower volumes. If Vendor offers lower charges to any other customer for the same or

## CITY REQUIREMENTS

substantially similar services, Vendor shall adjust the City charges effective as of the date such lower charges were first offered to such other customer.

**Set Off.** With respect to any amount to be paid or reimbursed by City under the Definitive Agreements, City may set off against such amount any liquidated amount that Vendor is obligated to pay City hereunder.

**Withholding of Payment.** City shall pay undisputed Charges when such payments are due under the Definitive Agreements. However, City may withhold payment of Charges that City disputes in good faith. If City in good faith disputes any Charges under the Definitive Agreements, City shall notify Vendor of such disputed amount and the basis for City's dispute together with any appropriate information supporting City's position. If City withholds any disputed Charges, City shall pay the undisputed portion of Charges when due. Neither the failure to dispute any Charges or amounts prior to payment nor the failure to withhold any amount shall constitute, operate or be construed as a waiver of any right City may otherwise have to dispute any Charge or amount or recover any amount previously paid.

### VII. Termination

**Termination for Convenience.** City may terminate the Definitive Agreements, or any part hereof, for its sole convenience by giving written notice of termination to Vendor. Upon Vendor's receipt of such notice, Vendor shall, unless otherwise specified in the notice, immediately stop all work thereunder and, to the extent permitted under each applicable subcontract or agreement, give prompt written notice to suppliers and subcontractors to cease all related work. Vendor shall be paid the price specified herein for all non-defective work performed hereunder as of the date of City's termination notice, such payment to be made within thirty (30) business days after Vendor delivers such work to City, in its then current form, free and clear of all liens. Except for costs necessary to implement City's termination directive, Vendor shall not be paid for any work done after receipt of such notice, for any costs incurred by Vendor's suppliers or subcontractors after receipt of City's termination notice, or for work which Vendor could reasonably have avoided. Notwithstanding the foregoing, in no event shall the aggregate charges to be paid by City under this Section exceed the unpaid portion of the Contract Price.

**Termination for Cause.** Except as provided below by the Section below titled "Termination for Non-Payment," in the event that either Party materially or repeatedly defaults in the performance of any of its duties or obligations set forth in the Definitive Agreements, and such default is not substantially cured within thirty (30) days after written notice is given to the defaulting Party specifying the default, then the Party not in default may, by giving written notice thereof to the defaulting Party, terminate the Definitive Agreements or the

| CITY REQUIREMENTS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| applicable License relating to such default as of a date specified in such notice of termination.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <p><b>Termination for Insolvency or Bankruptcy.</b> The City may immediately terminate the Definitive Agreements by giving written notice to the Vendor in the event of (1) the liquidation or insolvency of the Vendor, (2) the appointment of a receiver or similar officer for the Vendor; (3) an assignment by the Vendor for the benefit of all or substantially all of its creditors, (4) entry by the Vendor into an agreement for the composition, extension, or readjustment of all or substantially all of its obligations, or</p> <p>(5) the filing of a meritorious petition in bankruptcy by or against the Vendor under any bankruptcy or debtors' law for its relief or reorganization.</p>                                                                                                                         |
| <p><b>Termination for Non-Payment.</b> Vendor may terminate the Definitive Agreements or a License granted thereunder if City fails to pay when due any undisputed amounts due and such failure continues for a period of sixty (60) days after the last day payment is due, so long as Vendor gives City written notice of the expiration date of the aforementioned sixty (60) day period at least thirty (30) days prior to the expiration date.</p>                                                                                                                                                                                                                                                                                                                                                                            |
| <p><b>Termination for Non-Appropriation.</b> If funding for this project is not allotted by the City for the next succeeding fiscal period by appropriation, appropriation limitation, grant, or other funding source available to it for purposes of the Definitive Agreements, the Definitive Agreements shall automatically terminate at the end of such current fiscal period for which funds have been allocated, without penalty to City. Such termination shall not constitute an event of default under any other provision of the Definitive Agreements, but City shall be obligated to pay all charges incurred through the end of the current fiscal period. City shall give Vendor written notice of such unavailability of funds not later than thirty (30) days after it receives notice of such unavailability.</p> |
| <p><b>Rights Upon Termination.</b> Unless specifically terminated as set forth in this Section, all Licenses (and City's right to use the Vendor Software in accordance with such Licenses) and purchase orders which require performance or extend beyond the term of the Definitive Agreements shall, at City's option, be so performed and extended and shall continue to be subject to the terms and conditions of the Definitive Agreements. In the event of termination, the City is permitted to retain a non-production, archival copy of the Software that will be kept for use in the event of a requirement of law, by the IRS, by a regulatory or governmental agency, by the City's auditors, or by judicial direction.</p>                                                                                           |
| <p><b>IX. Equipment</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <p><b>Shipment of Equipment.</b> Vendor shall ship any RMS related Equipment, and provide all required software and system manuals and documentation in such manner so as to assure the delivery of such to the City on or before the delivery date specified in the Definitive</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |

## CITY REQUIREMENTS

Agreements and in accordance with the Statement of Work ("Delivery Date"). The Equipment shall be shipped by Vendor Carriage and Insurance Paid (CIP under INCOTERMS) so that the Equipment will be delivered by the Delivery Date to the Site. Upon notice to Vendor delivered at least ten (10) days prior to the Delivery Date, City may delay the shipment of the Equipment for a period of up to ninety (90) days. In the event City so notifies Vendor, the Equipment shall be stored by Vendor until City designates a new Delivery Date. For the purposes of the Definitive Agreements, delivery of the Equipment shall be deemed to have occurred when the last of the components of the Equipment (provided such components conform to the Specifications and requirements of the Definitive Agreements) has been delivered to the Site as evidenced by a bill of lading signed by the carrier ("Delivery"); provided that Delivery shall not have occurred if any Equipment not delivered delays the installation and safe operation of the Equipment. Except as otherwise specifically agreed upon by City in writing, City shall not be required to accept early shipment of any Equipment if such shipment would result in delivery of any portion of such Equipment earlier than ten (10) days prior to the Delivery Date for such Equipment. Shipment will be FOB destination Site.

**Risk of Loss.** Vendor shall retain all risk of loss or damage to the Equipment until the Equipment is delivered to the Site. Risk of loss or damage to the Equipment shall pass to and vest in City upon arrival of the Equipment at the Site. City shall be responsible for all risk of physical loss or damage to the RMS (except loss or damage due to the fault or negligence of Vendor), following delivery of the Equipment to a secure location provided by City at the Site.

**Passage of Title.** Title to the Equipment shall vest in City upon acceptance of the RMS, and Vendor shall promptly execute and deliver to City written documentation which shall be effective to confirm in City good and marketable title to the Equipment being purchased, free and clear of all obligations, mortgages, liens, pledges, custodianship, security interests, or any other encumbrances, claims, or charges of any kind whatsoever.

**Equipment Maintenance.** Vendor agrees to provide on-site maintenance services on inoperable Equipment which are necessary to return the Equipment to good operating condition. All such Equipment maintenance shall be performed during the days and hours, and within the response times, set forth in the Definitive Agreements for each piece of Equipment. Vendor will at no additional charge, provide new replacement parts for the Equipment on an exchange basis required as a result of normal use during the Warranty Period. Parts removed become the property of Vendor. Service or parts required for the Equipment as a result of other than normal use (e.g., accident, fire, lightning, water damage, negligence, misuse or repairs, alterations or modifications performed by persons not authorized by Vendor) are not included and are charged at Vendor's rates set forth in the Definitive Agreements. Service requested by City to be performed at times other than



## CITY REQUIREMENTS

during the Principal Period of Maintenance for such Equipment shall be subject to Vendor's personnel availability and charged to City at rates set forth in the Definitive Agreements.

Vendor will also provide assistance by telephone to answer urgent and immediate questions during the Principal Period of Maintenance. All services to be performed hereunder may be performed by Vendor or by third parties designated by Vendor. All Vendor Equipment Maintenance Services shall be conducted in accordance with the terms contained in the Definitive Agreements.

### **XI. Vendor Software**

**Grant of License.** Vendor grants City and City has a nonexclusive, irrevocable, fully paid, royalty-free, perpetual license to use, execute, store, reproduce, modify, create derivative works of, publicly perform and publicly display, by all means now known or later developed, the Vendor Software and Documentation, in accordance with the terms and conditions of the Definitive Agreements, on behalf of City (a "License"), in connection with City's use of the RMS. City may relocate the Vendor Software onto any hardware or equipment which City may at any time acquire to replace or upgrade the Equipment.

The foregoing License permits City to create, and to engage third parties to create on City's behalf, derivative works of the Vendor Software as may be necessary to modify, maintain, support and update the Vendor Software.

**Copies of License.** City may make two (2) archival copies of the Vendor Software, plus as many copies of both the client and server components of the Vendor Software as are necessary and proper under the normal back-up procedures which are utilized by City.

**Permitted Use.** Any License granted under the Definitive Agreements permits City to concurrently (1) use the Vendor Software in a production environment as described in the Request for Proposal and the Proposal and performing disaster recovery, disaster testing, training, and backup as City deems necessary, (2) use the Vendor Software in a test environment and (3) use, copy and modify Documentation for the purpose of creating and using training materials relating to the RMS and the Vendor Software. Access to and use of the RMS and the Vendor Software by independent contractors of City shall be considered authorized use under the Definitive Agreements.

**APIs.** Vendor shall provide to City a complete set of the standard file transfer interfaces and database formats for the Vendor Software, and City shall have a license to use such materials for purposes of developing interfaces to other City database and computer systems, as well as to any third party software that may be licensed by City.

**Proprietary Markings.** City shall not remove or destroy any proprietary markings or proprietary legends placed upon or contained within the Vendor Software.



## CITY REQUIREMENTS

**Duplication of Documentation.** City may duplicate Documentation, at no additional charge, for City's use so long as all required proprietary markings are retained on all duplicated copies.

**Ownership of Vendor Software and Modifications.** The Vendor Software shall be and remain the property of Vendor or third parties which have granted Vendor the right to license the Vendor Software and City shall have no rights or interests therein except as set forth in the Definitive Agreements. City shall be entitled to modify the Vendor Software and to develop software derivative of or interfacing with the Vendor Software. All modifications of and software derivative of the Vendor Software developed by City shall be and remain the property of City, and Vendor shall have no rights or interests therein.

**Termination of Vendor Software License.** City may terminate any License for any reason by providing written notice to Vendor. If City elects to so terminate a License, City shall return to Vendor or, at City's option, destroy, all copies of the Vendor Software and Documentation in City's possession which are subject of the terminated License, except as may be necessary for archival purposes as noted above.

### **Ownership of City Data**

The City retains all title, right, interests and ownership to all City Data. In the event of a termination of this Contract for any reason, the Vendor shall return all City Data to the City in the Vendor's possession, including all records and data maintained in the RMS. The records and data maintained in the system shall be returned to the City in a non-proprietary format, without technical restrictions or need for de-coding, suitable for reproduction and use by computer and photocopy equipment, and shall consist of a full language statement comprising the City Code and complete data documentation which comprises the design specifications, file types and formats, and all other material necessary to allow a reasonably skilled programmer or analyst to maintain and reuse the records and data without the assistance of Vendor or third-party software that places restrictions on access to the records and data in any way. The vendor agrees no service charge or cost will be assessed to the City for return of City Data or deletion of City Data. City Data which is deemed to be images or attachments to records within the RMS shall be returned separately in their native format and not bundled together with other records and data. All data maintained in the RMS shall be provided in a data-delineated format.

### **Cost of Delays**

The parties recognize that calculation of damages for delays in performance will be impossible to calculate with perfect precision. To that end, the parties agree that the City will be paid an amount equal to 1.5% of the total contract amount for each day the RMS is not accessible to users due to a system or technical failure in the Vendor's technology environment, including its servers and software, whether hosted inside or outside Vendor's

| CITY REQUIREMENTS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>facilities. This amount is estimated to fairly represent the approximate harm caused to the City by such delays and shall begin 24 hours after the system failure occurs.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <p style="text-align: center;"><b>Software Maintenance and Support</b></p> <p><b>General.</b> The support Services set forth below for the Vendor Software shall be provided by Vendor to City during the Warranty Period at no charge to City. Thereafter, such support Services shall be provided by Vendor, upon City’s request, for either a fixed or open-ended term, at the applicable Charges set forth in the Definitive Agreements.</p> <p>Vendor agrees to provide support services for the Vendor Software for a period of not less than five (5) years from the expiration of the Warranty Period. City may discontinue such support Services at any time by providing thirty (30) days’ advance written notice to Vendor. If such support Services were provided by Vendor for an open-ended term, City shall promptly receive a refund of pre-paid support Charges which reflects the amount for discontinued support Services after the effective date of the notice.</p> |
| <p><b>Improvements and Updates.</b> Vendor shall provide to City all upgrades, modifications, improvements, enhancements, extensions, and other changes to Vendor Software developed by Vendor (“Improvements”) and all updates to the Vendor Software necessary to cause the Vendor Software to operate under new versions or releases of the Vendor Software’s current operating system(s) (“Updates”) which are generally made available to other customers of Vendor as part of Vendor’s standard software maintenance program.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <p><b>Availability.</b> Vendor shall provide maintenance and support for the Vendor Software 24 hours a day, 7 days a week.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <p><b>Response and Repair Times.</b> Vendor shall respond to City requests for support, provide workarounds and patches for the Vendor Software within the time frames set forth in the Definitive Agreements, which time frames will be determined based on the nature and severity of the Defect.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <p><b>Version Support.</b> Vendor Software maintenance support provided by Vendor shall be for (i) the most current revision level of the most current production version and (ii) previous production versions for a minimum of 24 months after the previous version is superseded. Support for earlier production releases is available via a customized support agreement with Vendor.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <p><b>Defects.</b> Vendor shall promptly notify City of any Defects, errors or malfunctions in the Vendor Software or Documentation of which Vendor becomes aware from any source and shall promptly provide to City modified versions of Vendor Software or Documentation which incorporate corrections of any Defects.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |

| CITY REQUIREMENTS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Revisions.</b> Vendor shall provide to City any revisions to the existing Documentation developed for the RMS and the Vendor Software or necessary to reflect all Corrections, Improvements, or Updates.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <p><b>XIII. Third Party Software</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <p><b>Procurement of Third Party Software.</b> Vendor shall procure, on City's behalf, any Third Party Software needed, and City shall execute and deliver the license and maintenance agreements for the Third Party Software. City shall comply with all reasonable terms and conditions of such agreements, provided that Vendor may serve as City's agent for purposes of obtaining and implementing the items and services contemplated by such agreements.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <p><b>Third Party Warranties and Guarantees.</b> Vendor shall obtain from all suppliers of the Third Party Software, all standard guarantees and warranties normally provided on all machinery, equipment, services, materials, supplies and other items used in connection with the performance of the Services, including all such machinery, equipment, materials and other items which are incorporated into the RMS. Vendor shall obtain from each such supplier guarantees and warranties which are assignable to City and upon request of City, obtain an option for City to purchase a guarantee or warranty from such suppliers if commercially available at City's expense. Vendor shall enforce all guarantees and warranties until such time as such guarantees or warranties expire. Such guarantees and warranties shall, to the extent they have been made assignable, be transferred to City upon expiration or termination of the Definitive Agreements. Such guarantees and warranties shall, to the extent they have been extended, be transferred to City upon termination of the Definitive Agreements. Vendor shall, to the extent that a warranty or guaranty has been extended or made assignable to City deliver to City copies of all such guarantees and warranties and relevant extracts from all related technical specifications.</p> |
| <p><b>XIV. Source Code.</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <p><b>Provision of Source Code.</b> City's ability to adequately utilize Vendor Software will be materially jeopardized if Vendor fails to maintain or support such Vendor Software unless complete Source Code for the Vendor Software and related Documentation is made available to City for City's use in satisfying City's maintenance and support requirements. Therefore, Vendor agrees that if an "Event of Default" occurs, then Vendor shall promptly provide to City one copy of the most current version of the Source Code for the affected Vendor Software and associated Documentation in accordance with the following:</p> <ul style="list-style-type: none"> <li>(a) An Event of Default shall be deemed to have occurred if Vendor: (1) ceases to market or make available maintenance or support Services for the Vendor Software during a period in which City is entitled to receive or to purchase, or is receiving or purchasing, such maintenance and support and Vendor has not promptly cured such failure</li> </ul>                                                                                                                                                                                                                                                                                                                    |

## CITY REQUIREMENTS

despite City's demand that Vendor make available or perform such maintenance and support; (2) becomes insolvent, executes an assignment for the benefit of creditors, or becomes subject to bankruptcy or receivership proceedings; (3) ceases business operations generally or (4) has transferred all or substantially all of its assets or obligations set forth in the Definitive Agreements to a third party which has not assumed all of the obligations of Vendor set forth in the Definitive Agreements.

- (b) Vendor will promptly and continuously update and supplement the Source Code as necessary with all Corrections, Improvements, Updates, releases, or other changes developed for the Vendor Software and Documentation. Such Source Code shall be in a form suitable for reproduction, and use by computer and photocopy equipment, and shall consist of a full source language statement of the program or programs comprising the Vendor Software and complete program maintenance documentation which comprise the pre-coding detail design specifications, and all other material necessary to allow a reasonably skilled programmer or analyst to maintain and enhance the Vendor Software without the assistance of Vendor or reference to any other materials.
- (c) The governing License for the Vendor Software includes the right to use Source Code received under this Section as necessary to modify, maintain, and update the Vendor Software.
- (d) Upon request by City, Vendor will deposit in escrow with an escrow agent acceptable to City and pursuant to a mutually acceptable escrow agreement supplemental to the Definitive Agreements, a copy of the Escrow Materials which corresponds to the most current version of the Vendor Software in use by City. Vendor shall pay all fees of the escrow agent for services provided. If Vendor currently maintains or enters into an escrow agreement for the Source Code for the Vendor Software for the benefit of other customers of Vendor, then Vendor shall provide to City a current copy of such escrow agreement within ten (10) days of City's request and if such existing escrow agreement is acceptable to City, Vendor shall include City as a third party beneficiary of such escrow agreement at no charge to City. In such case, the existing escrow agreement shall be considered a supplemental agreement to the Definitive Agreements. If such existing escrow agreement is not acceptable to City, and City and Vendor elect not to enter into a separate escrow agreement, City and Vendor shall enter into an amendment to such existing escrow agreement which provides mutually acceptable terms and conditions; at a minimum, such terms and conditions shall allow City to conduct an audit of, or shall require that the escrow agent conduct an audit of, the copy of Escrow Materials in escrow to ensure that such copy meets the requirements established in this Section. Vendor's entry into, or failure to enter into, an agreement with an escrow agent or to deposit the described materials in escrow shall not relieve Vendor of its obligations to City described in this Section.

## CITY REQUIREMENTS

(e) If, as a result of an Event of Default, Vendor fails to provide required support Services, then any periodic license fee which City is required to pay under the Definitive Agreements for Vendor Software shall be reduced to reflect such lack of support Services. At such time as Vendor commences offering the support Services described in the Definitive Agreements for Vendor Software, City may obtain such support Services as provided for elsewhere in the Definitive Agreements.

**Rights in Bankruptcy.** Vendor acknowledges that the grant of license is made, and the Definitive Agreements are entered into, in contemplation of the applicability of §365(n) of the U.S. Bankruptcy Code. **This Agreement shall be interpreted in accordance with the Intellectual Property Bankruptcy Protection Act of 1988, including, but not limited to 11 U.S.C. § 365(n). The parties expressly agree and acknowledge that the licensed Software is “intellectual property” as defined by § 101(35A) of the United States Bankruptcy Code.**

### **XV. System and Data Security**

Vendor represents and warrants that its RMS, employees, contractors, partners and agents are fully compliant with current FBI Criminal Justice Information Services Security Policy. Vendor and its employees, contractors, partners, and agents further represent and warrant that it will not mine or otherwise process City Data for any purpose not explicitly authorized in the Definitive Agreement. The Vendor may process or analyze data as necessary for ongoing and routine performance monitoring to ensure continuity of service and/or to project future dynamic provisioning requirements. The Vendor further represents and warrants that it conducts regular audits of the RMS and associated systems to monitor for unauthorized access and access attempts, conducts regularly scheduled penetration tests, maintains a sufficient firewall to prevent unauthorized access to the RMS and associated systems.

The Vendor will maintain the integrity of City Data through physical or logical separation between the storage and services provided to the City, and storage and services provided to other persons or entities that are not explicitly authorized to share City Data as per the Definitive Agreement.

City Data may not be commingled with non-City Data in servers utilized for the RMS, or modified in any way that compromises the integrity of the data. The Vendor must maintain records of access to City Data sufficient to allow the City to establish a clear and precise chain of custody for all City Data. The Vendor shall notify the City if and when it changes the physical location in which City Data is stored.

### **Security Documentation**

The Vendor shall provide a Certificate of Proof of Cybersecurity issued or approved by a duly authorized organization with appropriate credentials to verify the technical and operational capabilities and practices of the Vendor.



## ADDENDUM NO. 1

**Project:** RFP 17-18 POLICE RECORDS MANAGEMENT AND REPORT WRITING SYSTEM

**Date:** JUNE 20, 2018

This Addendum shall become as fully a part of the above-named project drawings, specifications and bid documents as if therein written and shall take full and complete charge over anything therein written contained to the contrary. Each bidder shall be responsible for reading this Addendum to ascertain to what extent and in what manner it affects the work to be performed.

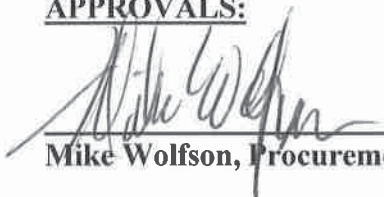
---

**THIS ADDENDUM DOES NOT CHANGE THE DUE DATE FOR PROPOSALS:**

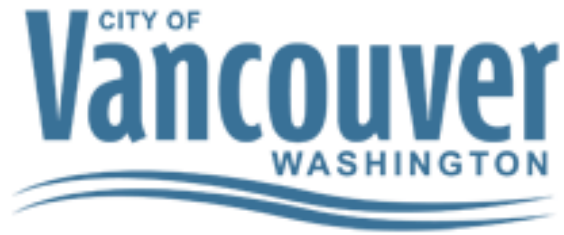
### **Solicitation Documents**

**REPLACE** original solicitation documents released for this project with herein attached version. **UPDATED** documents include Appendices not previously released

### **APPROVALS:**

  
Mike Wolfson, Procurement Specialist

Date: 



## **REQUEST FOR PROPOSALS (RFP 17-18)**

**For a**

### **Police Records Management and Report Writing System**

**Due date:** July 30, 2018

**Contact:** Mike Wolfson

[Mike.Wolfson@cityofvancouver.us](mailto:Mike.Wolfson@cityofvancouver.us)



## TABLE OF CONTENTS

|                                              |           |
|----------------------------------------------|-----------|
| <b>I. GENERAL INFORMATION</b>                | <b>3</b>  |
| Timeline                                     | 3         |
| Questions                                    | 3         |
| Submission of Proposals                      | 3         |
| <b>II. PROJECT OVERVIEW</b>                  | <b>5</b>  |
| General Overview of Desired System           | 5         |
| Workload Measures and Technology Environment | 6         |
| Agency Background                            | 9         |
| Vendor Qualifications                        | 12        |
| <b>III. FORMAT OF PROPOSALS</b>              | <b>13</b> |
| <b>IV. EVALUATION PROCESS</b>                | <b>14</b> |
| Evaluation Criteria and Scoring              | 14        |
| Award of Contract                            | 15        |
| <b>V. GENERAL TERMS AND CONDITIONS</b>       | <b>16</b> |
| Termination                                  | 16        |
| Insurance                                    | 16        |
| Liability and Hold Harmless                  | 17        |
| City Business and Occupation License         | 18        |
| Reimbursement                                | 18        |
| Public Records and Proprietary Material      | 18        |
| Appendix A. General Information Form         | 20        |
| Appendix B. Company Information Form         | 21        |
| Appendix C. Scope of Work Form               | 31        |
| Appendix D. Customer References Form         | 40        |
| Appendix E. RFP Exceptions Form              | 42        |
| Appendix F. Pricing Form                     | 44        |
| Appendix G. Terms and Conditions             | 63        |
| Appendix H. Accurint Interface Information   |           |
| Appendix I. Booking Workflow Options         |           |
| Appendix J. SECTOR Interface Guide           |           |
| Appendix K. System Specifications            |           |

Non-page numbered appendix items

## I. GENERAL INFORMATION

The City of Vancouver is seeking proposals from qualified companies to provide an integrated law enforcement records management and report writing system. Request for Proposal packets may be examined at Vancouver City Hall, Document Viewing Table, 1st Floor Lobby, 415 W. 6th Street, Vancouver, Washington, or online at: <https://vancouver.procureware.com>.

It is the sole responsibility of the proposer to learn of Addenda, if any. Such information may be obtained at the above link. The City of Vancouver accepts no responsibility or liability and will provide no accommodation to proposers who fail to check for addendums and submit inadequate or incorrect responses.

The City of Vancouver is committed to providing equal opportunities to State of Washington certified Minority, Disadvantaged and Women's Business Enterprises in contracting activities.

### Timeline

| Event                           | Date                                                |
|---------------------------------|-----------------------------------------------------|
| RFP Issued:                     | June 18 <sup>th</sup> , 2018                        |
| Questions Due:                  | July 6 <sup>th</sup> , 2018                         |
| Questions Answered:             | July 13 <sup>th</sup> , 2018                        |
| Proposal Due Date:              | July 30 <sup>th</sup> , 2018                        |
| Short-listed Vendors Contacted: | August 24 <sup>th</sup> , 2018                      |
| Vendor Demonstrations:          | September 24 <sup>th</sup> -28 <sup>th</sup> , 2018 |
| Vendor Site Visits:             | September 4 <sup>th</sup> -28 <sup>th</sup> , 2018  |
| Vendor Selection:               | September 30 <sup>th</sup> , 2018                   |

### Questions or Requests for Clarification

Questions regarding the RFP must be sent to Mike Wolfson, Procurement Specialist, at [Mike.Wolfson@cityofvancouver.us](mailto:Mike.Wolfson@cityofvancouver.us) and be received by 3:00 p.m. Pacific time, **July 6th, 2018**. Incomplete or late inquiries may not be considered. If required, an addendum addressing these matters will be released no later than 5:00 p.m. Pacific time, **July 13th, 2018**.

### Submission of Proposals

Proposals may be submitted in person, via US Mail, or parcel delivery. Proposals should be concise and only include information requested.

- Proposers to provide: **1** signed, original copy of Proposal, **5** paper copies of Proposal and **1** electronic copy of Proposal on a **CD or USB thumb drive** (MS Word, MS Excel compatible and .PDF formatted files)
- Page size: **8.5" x 11"** using the forms herein
- Minimum font size: **12** point
- Save entire proposal as a single .PDF in the order listed on p. 13 herein utilizing the same formatting and numbering scheme provided herein.

Sealed proposals must be received by the City no later than 3:00 PM (Pacific Time), **July 30th, 2018**. Submissions received after the specified time will not be accepted. The City of Vancouver is not responsible for delays in delivery. Official delivery time shall be documented by City affixed time stamp. No proposer may withdraw their proposal after the hour set for the opening thereof, unless the award of contract is delayed for a period exceeding ninety days (90) days. Proposals must be in a sealed envelope, and clearly marked "RFP #17-18." Proposals submitted by FAX or EMAIL will NOT be accepted.

### **Mailed Proposals**

All responses to this request that are mailed through the United States Postal Service must be addressed to (the United States Postal Service (USPS) will NOT deliver to the street address):

*Procurement Services Manager  
City of Vancouver  
PO Box 1995  
Vancouver, WA 98668*

### **In-person Deliveries of Proposals**

In-person deliveries of proposals should be addressed and delivered to:

*Procurement Services Manager  
City of Vancouver  
Customer Service Desk  
1st floor lobby  
415 W. 6th Street  
Vancouver, WA 98660*

Please be advised that USPS deliveries requiring a signature may not be delivered in a timely manner as our receiving point is not staffed at all times and may not be available to sign at the time of delivery.

The City reserves the right to cancel this Request for Proposals or reject any and all proposals submitted or to waive any minor deviations from the Request for Proposal if the best interest of the City would be served. Proposers may not withdraw proposals after the hour set for opening, unless award of contract is delayed for more than **ninety (90) days**.

## II. PROJECT OVERVIEW

The Vancouver Police Department is soliciting proposals for the replacement of its records management and report writing system. The Department is seeking an off-the-shelf integrated solution that will meet its requirements with minimal customization. It should be capable of being fully operational for all users with minimal impact to City resources within the time frame mutually agreed to by the selected proposer and the City. The system will be expected to be installed and operational during the second quarter of 2019. The selected proposer will be contractually required to meet the agreed upon deadline. Proposers are encouraged to submit proposals for systems that best meet the needs of the Department, whether it is a cloud-based or on-premise solution.

### General Overview of Desired System Functionality

The desired solution will be a system designed specifically for law enforcement operations which allows users to enter and search for various types of reports, data and attachments from both mobile and desktop computers in a seamless and user-friendly manner. Users should be able to save and close a report that is not yet finished and seamlessly continue writing that report at a later time and at another location without having to take additional interim steps including uploading or searching. During the time that a report is considered a draft and not yet complete and approved, reports should be viewable and searchable by other users, such that the data within unfinished reports can be queried. The system should automatically pre-populate data into reports including time, date, location, names, vehicles and case numbers, as described herein. If the pre-populated data is already in the system, any changes to the data made by the user should update the respective master record while retaining the record's historical data as well.

Additionally, the system shall be easily searchable in a way that enables users to enter search criteria in any manner, including searching individual data fields or combinations thereof, or using partial or full information in one global search field that will return any and all records that encompasses the data entered. The system should enable users to build and save custom search queries for re-use at any time.

The desired system will be highly user-friendly, requiring minimal fields to be completed, minimal steps to review and approve reports, minimal redundant data entry, and minimal steps to comply with and submit crime data to the Washington Incident-based Reporting System. It should enable easy analysis of crime trends and criminal investigative and intelligence information, and employee performance metrics.

The ideal system will also include a robust property and evidence management function with the ability to document the collection, processing, management, and disposal of large quantities of property in a highly automated and efficient fashion.

For all requirements herein, by submitting a response and participating in the RFP process, you are indicating the requested functionality is available today as your current system exists. Do not indicate in your written response, or in any system demonstration conducted as part of the RFP process, information regarding functionality that may be available in the future.

The Vancouver Police Department requires a system that is fully compliant with current FBI Criminal Justice Information Services (CJIS) Security Policy which includes functionality for:

- Police incident, arrest and supplemental reporting which conforms to Washington State's Incident Based Reporting System
- Police field interviews/contacts
- Police property and evidence management
- Police case management
- Crime analysis
- Protection orders
- Warrants
- Integrated criminal and vehicle information systems queries

The term "RMS" is generically used herein to represent both the records management and reporting writing components of the new system.

#### **Vancouver Police Workload Measures, Current Environment, and Interfaces**

| <b>Item</b>                                    | <b>Description</b>                                                    |
|------------------------------------------------|-----------------------------------------------------------------------|
| <b>Number of users:</b>                        | 218 sworn personnel and approximately 75 administrative support users |
| <b>Current RMS:</b>                            | Versadex by Versaterm                                                 |
| <b>Current report writing application:</b>     | Versadex Mobile Report Entry Version 8.0.11                           |
| <b>Current CAD:</b>                            | Hexagon CAD Version 9.3 MR6                                           |
| <b>Number of incident reports:</b>             | 54,146                                                                |
| <b>Number of criminal description records:</b> | 17,565                                                                |
| <b>Number of attachments:</b>                  | 333,000                                                               |
| <b>Number of supplemental reports:</b>         | 29,730                                                                |
| <b>Number of field interviews:</b>             | 7,806                                                                 |
| <b>Number of citations:</b>                    | 18,736                                                                |
| <b>Number of name records:</b>                 | 158,892                                                               |
| <b>Number of vehicle records:</b>              | 44,507                                                                |
| <b>Number of property records:</b>             | 55,193                                                                |

#### **Existing Technology Systems Requiring Interfaces**

Interfaces will be developed and implemented by the selected bidder. Below are the systems requiring interfaces. The information that is available to assist with these interfaces is either listed below or included herein as an appendix. If further information is needed, please submit a request to the contact listed for this RFP.

| <b>Function</b>                                    | <b>System</b>                                                         | <b>Notes</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|----------------------------------------------------|-----------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| GIS                                                | ESRI                                                                  | The City's GIS infrastructure is provided by Clark County. The GIS data delivered to the current RMS includes layers, address data, and place names. The dataset is created with custom scripts that extract the data, and write it to GIS shape files.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Criminal Histories, NCIC, Driver's License Queries | Washington Criminal Information Center (WACIC)                        | <p>Washington agencies access WACIC via a Washington State Patrol system known as "A Central Computerized Enforcement Service System" (ACCESS).</p> <p><a href="http://www.wsp.wa.gov/secured/access/docs/xml_resources/XML_Resource_Center/intro.htm">http://www.wsp.wa.gov/secured/access/docs/xml_resources/XML_Resource_Center/intro.htm</a></p> <p>Also see: <a href="https://www.wsp.wa.gov/secured/access/">https://www.wsp.wa.gov/secured/access/</a></p> <p>Washington State Patrol is currently changing from a text-based messaging system for system entries and returns to an XML based system. The exact time this change will be completed is not known at this time and as such, the selected vendor is expected to provide an interface under the current technical environment as of the date work is completed. Related system specifications for the new RMS are described in Appendix K.</p> |
| Collision Reporting and Traffic Citations          | Statewide Electronic Collision & Ticket Online Records (SECTOR)       | Traffic accidents and citations are written into SECTOR, a Washington State Patrol application. The selected vendor will be expected to provide an interface between the RMS and Electronic Traffic Information Processing (eTRIP), the application that enables the transport of data entered into SECTOR. See Appendix J. for details regarding this interface. Related system specifications for the new RMS are listed in Appendix K.                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| NIBRS Reporting                                    | Washington Association of Sheriffs & Police Chiefs Repository (WASPC) | <p>Washington's crime reporting program, the Washington Incident-based Reporting System (WIBRS) maintains user and technical specifications, tables, and coding information here:</p> <p><a href="http://www.waspc.org/cjis-training--manuals---reference">http://www.waspc.org/cjis-training--manuals---reference</a></p> <p>The selected vendor is expected to ensure their system produces NIBRS data conforming to WIBRS standards. WIBRS data is sent electronically via WASPC. System specifications related to NIBRS functionality are listed in Appendix K.</p>                                                                                                                                                                                                                                                                                                                                           |

|                                                 |                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|-------------------------------------------------|-----------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| CAD                                             | Hexagon CAD                                                                                   | Calls for service and dispatching operations for Vancouver Police are provided by the Clark Regional Emergency Services Agency (CRESA). The CAD system, maintained by CRESA, is a Hexagon product. The vendor has an interfacing tool and has stated it will be available upon request. Related system specifications for the new RMS are listed in Appendix K.                                                                                                                                                                                                                                                                                                                                                                                                                       |
| City and County Attorney's Case Tracking System | Tiburon                                                                                       | The current RMS interfaces with a Tiburon case management system in place at the City and County prosecutors' offices, which is no longer supported. Related system specifications for the new RMS are listed in Appendix K. The Vancouver City Attorney's Office is evaluating the need for an updated system. The exact time this change will be completed is not known at this time and as such, the selected vendor is expected to provide an interface under the current technical environment as of the date work is completed.                                                                                                                                                                                                                                                 |
| Crime Analysis                                  | <ul style="list-style-type: none"> <li>LexisNexis Accurint</li> <li>LInX Northwest</li> </ul> | <p>The Vancouver Police Department utilizes Accurint, a crime analysis software application, to conduct certain crime analysis functions. See Appendix H. for information regarding this system.</p> <p>The Law Enforcement Information Exchange Northwest is a system maintained by Northrop Grumman, and is used by numerous agencies to share criminal justice records. Participating agencies' records are searchable via this system. Contact <a href="mailto:PublicSafety@ngc.com">PublicSafety@ngc.com</a> to obtain interfacing requirements to the LInX Northwest system. Related system specifications for the new RMS are listed in Appendix K.</p>                                                                                                                        |
| Clark County Sheriff's Office                   | EIS RMS/JMS                                                                                   | The Vancouver Police Department utilizes the Clark County Jail for the processing and housing of persons arrested by their officers. Persons arrested are booked in via a web-based pre-book form that officers complete. The data in this form populates Clark County's Jail Management System and contains information about the person arrested and their criminal charges. The pre-book form, JMS and RMS at Clark County are EIS systems utilized by Vancouver Police for the arrest/booking process. An interface to this system is desired which would limit redundant data entry of arrested persons and also ensure that booking photos are imported into the RMS. Related system specifications for the new RMS are listed in Appendix K. Also see Appendix I. for details. |



## Agency Background

The City of Vancouver encompasses 51.84 square miles, has an estimated 2018 population of 185,000 and is projected to exceed 200,000 within the next 10 years. The City is located on the I-5 corridor and extends along the shore of the Columbia River, 100 miles upstream from the Pacific Ocean. It lies directly across the river from Portland, Oregon, and is the southern gateway to the State of Washington.

The City is responsible for vital municipal infrastructure and urban services. It builds and repairs roads, maintains water and sewer service, provides fire and police protection as well as parks and recreation programs, administers land use policy and takes an active role in Vancouver's commercial and industrial development.



Vancouver has a council/manager form of government with a city council comprised of the mayor and six councilmembers who set policy and direction. The city manager oversees the day-to-day operations of the City.

Police services in the City of Vancouver are provided by the Vancouver Police Department (VPD). VPD is a professional, progressive and innovative law enforcement agency. The department practices community-oriented policing, and its mission is to partner with the community to preserve life, protect property and enhance livability through equitable law enforcement and effective use of resources.

Vancouver Police Officers predominantly work out of two precincts. The precinct boundaries were fashioned based on call volume, geography and population. West Precinct is located at 2800 NE Stapleton Road, and is home to patrol officers, the Property Crimes Unit, Major Crimes Unit, Traffic Unit, Special Operations,



Tactical Services, the Digital Evidence and Cybercrime Unit, Safe Streets Task Force, Special Investigations Unit, Training, and the Records Division. East Precinct is located at 520 SE 155th Avenue, and supports patrol operations on the east side of the city.

Each precinct has two geographical areas called districts (1-4), and each district is divided into four or five beats (11-44). Beats are configured based on population and call volume, but also align with the boundaries of neighborhood associations. Patrol officers work within these districts and beats, and each precinct also staffs Neighborhood Police Officers, Police Service Technicians and a Neighborhood Response Team, to support patrol operations.

In addition to the precincts, VPD personnel work out of several other locations. These include a Headquarters building, evidence facility, Children’s Justice Center, Elder Justice Center, and the Domestic Violence Center.

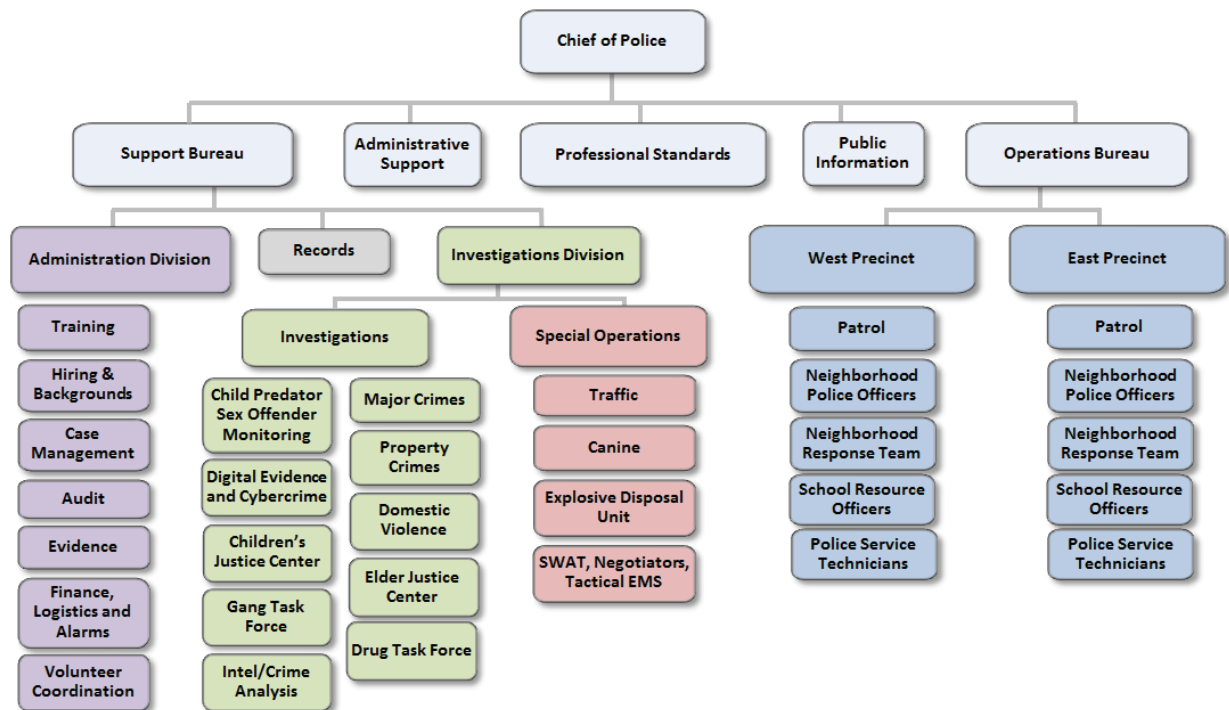
VPD is currently authorized for 218 sworn staff and 54.5 civilian staff. Sworn staff include the chief, assistant chiefs, commanders, lieutenants, sergeants, and officers. The chief of police plans, directs, manages and oversees all the activities and operations of the police department. The assistant chiefs plan, manage, and coordinate the activities and operations of either the Operations or Support Bureau. Commanders and lieutenants function as members of the leadership team, assisting in the creation and execution of management decisions and serving as liaisons with personnel. Sergeants are mid-level supervisors responsible for the daily assignment, supervision, training and mentoring of personnel. Corporals perform field-based supervisory duties when assigned, in addition to the duties of an officer. Finally, officers are generally assigned to patrol a designated geographic area of the City, although officers may also work in specialty investigative units.

In addition to commissioned personnel, VPD also has civilian staff members providing a range of vital duties to support department operations through administrative support, finance and logistics, community service, crime analysis, computer crimes, records, and evidence management.

| Position Title            | Number of Personnel |
|---------------------------|---------------------|
| Chief                     | 1                   |
| Assistant Chief           | 2                   |
| Commander                 | 4                   |
| Lieutenant                | 8                   |
| Sergeant                  | 30                  |
| Corporal                  | 17                  |
| Officer                   | 146                 |
| Crime Analyst             | 3                   |
| Evidence Technician       | 4                   |
| Other Civilian            | 16.5                |
| Police Service Technician | 10                  |
| Police Records Personnel  | 23                  |

- Police Records Specialists perform a variety of specialized clerical tasks in the processing and maintenance of police records. They process police reports, warrants, citations, and other enforcement related documents, and respond to requests for information and records from officers, city departments, outside agencies, and the public. They also provide administrative and clerical support for police operations. In addition to serving as a front-line contact for routine phone calls and walk-in customers, records specialists track officer court scheduling and overtime, order and re-stock office supplies, handle mail and deliveries, and provide general office support for various department functions.
- Police Service Technicians, or PSTs, provide uniformed support for police operations in both precinct and field settings. PSTs take crime reports and assist with other non-emergency functions to free officers for emergency response, proactive policing strategies, and investigations, enhancing operational efficiency and service to the community.
- Crime Analysts provide statistical and analytical research to assist law enforcement with identifying and addressing criminal activity patterns to promote community safety and effective use of resources.

- Evidence Technicians are responsible for maintaining the integrity of evidence and property. They manage the inventory of items seized as evidence during investigations, and other found property or articles taken for safekeeping. The evidence facility currently holds over 55,000 items of evidence.
- Support Specialists provide administrative and clerical support for police operations.



The City of Vancouver is located in Clark County, and works closely with several partners in the local criminal justice system to successfully prosecute defendants. Court is conducted at the Clark County Courthouse. The Vancouver City Attorney's Office prosecutes misdemeanors, while the Clark County Prosecuting Attorney's Office prosecutes felonies and juveniles. The City and County jointly staff and operate a Domestic Violence Prosecution Center which prosecutes domestic violence crimes, and there is a Children's Justice Center, Elder Justice Center and Drug Task Force. All of these partner agencies depend on quick and reliable access to police reports and associated data generated and collected by VPD officers.

### Current RMS

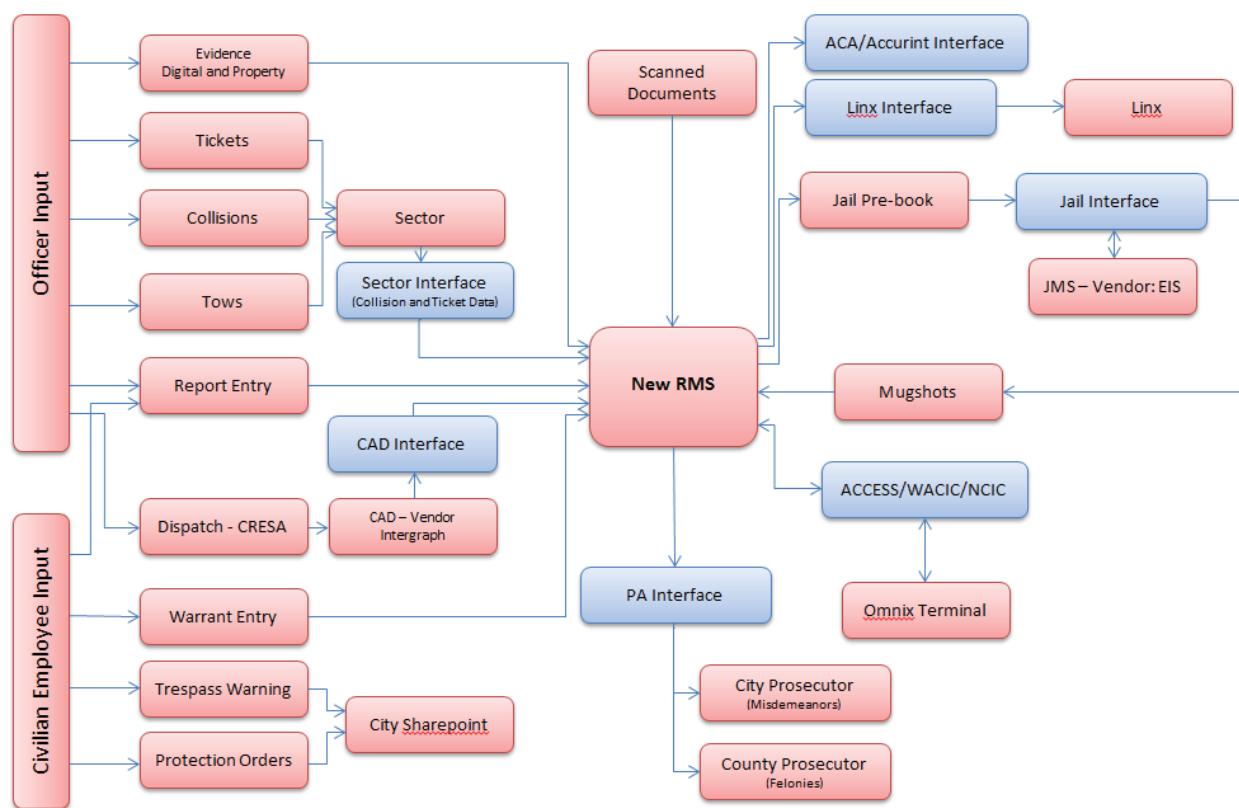
In May 2009, the Portland Police Bureau, in collaboration with 18 police agencies in Washington and Oregon, entered into an inter-agency agreement to implement a jointly shared law enforcement records management system to enable the sharing of criminal records and intelligence information throughout the region. The consortium ultimately grew to 44 participating agencies.

The Portland project, known as the Regional Justice Information Network (RegJIN), involved the establishment of a project governance committee comprised of representatives from each participating agency. After a competitive purchasing process, a system was selected in 2013. The system went live in April of 2015.

After a short time, several factors contributed to RegJIN agencies opting out of the agreement and initiating efforts to purchase their own records management systems. As more members have left, the long-term viability of the project has been compromised. Accordingly, VPD is seeking to purchase a new RMS for the agency.

The City maintains a full-time IT Department which will make staff available to assist with this project. The police department also has a project team in place. These individuals will be available as resources to assist with subject matter expertise, coordination of resources, and facilities access.

**Vancouver Police Department Proposed Records Management System Diagram**



### Vendor Qualifications

Companies bidding on this project shall specialize in law enforcement records management software systems and be able to provide references from similar sized agencies to that of the Vancouver Police Department that have purchased and implemented the vendor's proposed system within the last five years.

### III. FORMAT OF PROPOSALS

These instructions were prepared to aid in proposal development. They also provide for a structured format so reviewers can systematically evaluate all proposals. Each copy of the proposal package must include all sections in the order indicated below.

Bidders shall submit proposals according to the requirements, order and proposal specifications described in this section. Do not include additional marketing or other material.

Once all forms have been completed, combine all forms into a single .PDF file.

| SECTION      | TITLE                                  | CONTENT and INSTRUCTIONS                                                                                                                                                                                                                                       |
|--------------|----------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Section I.   | General Information Form (Appendix A.) | Complete Appendix "A" herein. It should be the cover sheet of the proposal. This form must be signed by a person authorized to represent your company and this project and to enter into contract negotiations on its behalf, who is at least 18 years of age. |
| Section II.  | Company Information Form (Appendix B.) | Complete Appendix "B" herein.                                                                                                                                                                                                                                  |
| Section III. | Scope of Work (Appendix C.)            | See Appendix "C" herein for instructions.                                                                                                                                                                                                                      |
| Section IV.  | References (Appendix D.)               | Complete Appendix "D" herein.                                                                                                                                                                                                                                  |
| Section V.   | RFP Exceptions (Appendix E.)           | Complete Appendix "E" herein. If you have no exceptions, enter "N/A" in the form.                                                                                                                                                                              |
| Section VI.  | Price (Appendix F.)                    | Complete Appendix "F" herein.                                                                                                                                                                                                                                  |
| Section VII. | System Specifications (Appendix K.)    | Complete Appendix "K" herein.                                                                                                                                                                                                                                  |

## IV. EVALUATION PROCESS

The City expects the vendor to perform the related professional services (e.g. best practices guidance, training, project management, implementation, integration) related to the implementation of the RMS in a timely and professional manner with experience gained from successfully implementing the proposed solution at comparable U.S. municipalities with similar requirements.

The ideal vendor(s) shall have experience in successfully implementing police records management systems for similar sized and purposed agencies. The selected vendor shall be responsible for the final City approved design, installation, and implementation of the system including development of user acceptance testing, training, system integration and connectivity to existing resources.

This RFP process seeks to provide the best overall solution for the City. Total cost of ownership will not be the only factor in making the determination. Other factors that may contribute to the selection process include but are not limited to:

- Completeness and clarity of the proposal in response to this RFP
- Flexibility to meet the City's terms and conditions for this project
- Project approach and understanding of the City's objectives and requirements
- Vendor's implementation methodology and success
- Vendor's installed base and experience with similar customers to the City
- Feedback from customer references
- Vendor and solution viability, vision and ability to meet the City's requirements in the future
- Ability to meet the City's requirements (software functionality, usability, performance, flexibility, integration, and technology)
- Total Cost of Ownership, and quality of ongoing maintenance and support

The City will determine the most qualified proposer based on the Evaluation Criteria listed herein using predetermined weights and the responsiveness of the proposal.

The City reserves the right to develop a short list of proposers based on the evaluation of proposers utilizing the evaluation criteria listed herein. The City also reserves the right to request additional information, conduct conference calls to go over the response, or take any other action it deems necessary to do a thorough and objective evaluation of each response including conducting background/due diligence research on bidding companies.

### Evaluation Criteria and Scoring

Each bidder in response to this RFP will be evaluated and scored as follows:



|                 |                                   |                                                              |
|-----------------|-----------------------------------|--------------------------------------------------------------|
| <b>Phase I</b>  | <b>Written proposal</b>           | <b>40 Points maximum based on the below listed criteria:</b> |
|                 | Section III: Scope of Work        | 15 points maximum                                            |
|                 | Section IV: System Specifications | 15 points maximum                                            |
|                 | Section VII: Pricing              | 10 points maximum                                            |
| <b>Phase II</b> | <b>Vendor Demonstration:</b>      | <b>25 points maximum</b>                                     |
|                 | <b>Hands-on Review:</b>           | <b>25 points maximum</b>                                     |
|                 | <b>Site Visits:</b>               | <b>5 points maximum</b>                                      |
|                 | <b>Reference Feedback:</b>        | <b>5 points maximum</b>                                      |
|                 | <b>TOTAL:</b>                     | <b>100 points</b>                                            |

A short list of proposers will be developed upon completion of Phase I and will be invited to participate in Phase II. Phase II will include the following:

#### **Vendor Demonstration**

An onsite system demonstration (at the City of Vancouver) will be scheduled in which proposers will be provided an opportunity to demonstrate their product, followed by three scripted scenarios. Each scenario will require the proposing vendor to demonstrate the system's capability to fulfill the requirements described in the scenario. A pre-designated group of City users representing a cross-section of City police and IT personnel will complete a standardized survey to score the scenarios for a maximum of 25 points.

#### **Hands-on Review**

During the hands-on system review (at the City of Vancouver), proposers will be required to provide access to the current version of the RMS and all features of the system that the proposer indicated it is capable of in Phase I. A group of City users representing a cross-section of police and IT personnel will be provided the opportunity to utilize the RMS as they see fit. Each user will be provided with a standardized survey to score the system for a maximum of 25 points.

#### **Site Visits**

Each proposing vendor will provide the names of three police agencies utilizing their system. A pre-designated group of City personnel will visit the agencies to see the system and obtain feedback. Each user will complete a standardized survey to score the results of the site visit for a maximum of 5 points.

#### **Reference Feedback**

Each reference submitted in the proposals will be provided a standardized system survey. Each survey will be scored with a possible maximum of 5 points. **These references shall be different agencies than those utilized for site visits.**

#### **Award of Contract**

The City will attempt to reach a final agreement with the highest scoring responding proposer. However, the City may, in its sole discretion, terminate negotiations and reject the proposal if it appears agreement containing satisfactory terms cannot be reached. Sole discretion for rejecting the proposal shall rest with the City.



The City may then attempt to reach a final agreement with the next highest scoring proposer and may continue on, in the same manner, with remaining proposers until an agreement is reached.

Award of the contract shall be made with reasonable promptness by giving verbal and written notice to the proposer whose proposal best conforms to the request, receives the highest score through the evaluation process, and which will be the most advantageous to the City. It is the intent of the City to award a contract on a fair and competitive basis.

Upon successful completion of contract negotiations, a recommendation will be forwarded to the City Council for approval. Until approved by the City Council and contract execution, no selection is final.

The selected vendor shall enter into a professional services agreement with the City (see Appendix “G”). These attached terms and conditions are meant to be non-negotiable, but may be modified at the City’s sole discretion. **Any concerns with, or requested modification to, the terms and conditions must be addressed within the submitted proposal via the RFP exceptions form, Appendix E. herein. Requests to modify the terms and conditions after the proposal’s closing date and time will not be considered.**

## V. GENERAL TERMS AND CONDITIONS

Following is a summary of anticipated terms of the Professional Service Agreement. The following information is provided for convenience only. In the event of a conflict between the information set forth below and the terms and conditions of the Professional Service Agreement, the Professional Service Agreement shall control.

### Termination

The City, at its sole discretion, may terminate this contract for convenience at any time for any reason deemed appropriate. Termination is effective immediately upon notice of termination given by the City.

### Insurance

The selected bidder will need a current Certificate of Insurance on the standard “ACORD” or, comparable form with a minimum of the following:

#### General Liability:

- \$1,000,000 General Liability
- \$1,000,000 Combined Single Limit Auto Liability
- \$5,000,000 Umbrella Liability
- \$5,000,000 Cyber Liability
- \$1,000,000 Professional Liability

#### Workers’ Compensation:

- Selected bidder shall carry Workers' Compensation insurance to cover obligations imposed by federal and state statutes having jurisdiction of its employees engaged in the performance of the work or services; and, Employer's Liability insurance of not less than:
  - \$1,000,000 for each accident;
  - \$500,000 for each disease for each employee;
  - \$1,000,000 for each disease policy limit.

Other Requirements:

- The Contractor shall be in current compliance with all employment security laws of the state in which services are provided.
- Selected bidder shall be in current compliance with the State of Washington Industrial Insurance (Workers' Compensation) Program
- Washington Stop Gap Coverage: Selected bidders located in North Dakota, Ohio, West Virginia, Washington and Wyoming must have Washington Stop Gap coverage listed on the Certificate of Liability Insurance. The limits and aggregates noted above must apply to the Stop Gap coverage as well. This **must** be indicated on the certificate.
- Coverage Trigger: The insurance must be written on an "occurrence" basis. This must be indicated on the certificate. Claims made policies will be accepted for professional liability coverage only.
- City Listed as Additional Insured: The City of Vancouver, its agents, representatives, officers, directors, officials, and employees must be named as an additional insured on the CGL policy and shown on the certificate as an additional insured with an additional insured endorsement.
- City shall be listed as the Certificate Holder.

Selected bidder shall obtain, and keep in force, said insurance during the entire term of the contract.

### **Liability and Hold Harmless**

Selected bidder shall take all precautions necessary and shall be responsible for the safety of its employees, agents, and sub-contractors in the performance of the work hereunder. Selected bidder shall indemnify, defend, save and hold harmless the City of Vancouver, its officers, agents, employees and assigns from any claims, damages, losses, liability or expenses (including attorney's fees) which arise from the performance of this Contract, except those claims, damages, losses, liability, or expenses which arise from the sole negligent acts or omissions of the City, its officers, agents, employees or assigns.

### **City Business and Occupation License**

Selected bidder will be required to obtain a business license when contracting with the City of Vancouver, unless allowable exemptions apply. Businesses/Contractors shall contact the State of Washington Business License Service (BLS) at: <http://bls.dor.wa.gov/file.aspx>, telephone 800-451-7985, or go to [www.bls.dor.wa.gov/cities/vancouver.aspx](http://www.bls.dor.wa.gov/cities/vancouver.aspx) or [www.cityofvancouver.us/businesslicense](http://www.cityofvancouver.us/businesslicense), to determine whether a business license is required pursuant to VMC Ch. 5.04.

### **Reimbursement**

The City will not reimburse proposers for any costs involved in the preparation and submission of responses to this RFP or in the preparation for and attendance at subsequent interviews. Furthermore, this RFP does not obligate the City to accept or contract for any expressed or implied services. The City reserves the right to request any bidder to clarify their proposal or to supply any additional material deemed necessary to assist in the evaluation of the bidder.

### **Public Records and Proprietary Material**

Proposers should be aware that any records they submit to the City or that are used by the City, even if the proposers possess the records, may be public records under the Washington Public Records Act (RCW 42.56). The City must promptly disclose public records upon request unless a statute exempts them from disclosure.

Proposers should also be aware that if even a portion of a record is exempt from disclosure, generally, the rest of the record must be disclosed. Exemptions, including those for trade secrets and "valuable formula," are narrow and specific.

**Proposers should clearly mark any record they believe is exempt from disclosure.**

Upon receipt of a request for public disclosure, the City will notify the RFP proposer of any public disclosure request calling for production of records marked "Confidential-Exempt from Disclosure" within proposer's proposal. If the proposer believes its records are exempt from disclosure, it is the proposer's sole responsibility to pursue a lawsuit under RCW 42.56.540 to enjoin disclosure. It is the proposer's discretionary decision whether to file such a lawsuit. However, if the proposer does not timely obtain and serve an injunction, the City will disclose the records, in accordance with applicable law.

### **GENERAL INFORMATION FORM**

The **GENERAL INFORMATION FORM**, on the next page, is designed to serve as the cover sheet. Do not attach cover letters, title pages, or blank sheets ahead of this form, nor substitute letterhead paper for it. If additional space is needed, plain paper may be attached behind this form. This form must be signed by a person authorized to make proposals and enter into contract negotiations on behalf of your agency. This individual must be at least 18 years of age. **Failure to submit this form may result in your proposal being deemed non-responsive and rejected.**

## Appendix A.

### GENERAL INFORMATION FORM

#### RFP #17-18 Police Records Management and Report Writing System

This form must be signed by a person authorized to make proposals and enter into contract negotiations on behalf of your agency. To be considered for this project, the submittals must be completed in accordance with this RFP and this cover sheet must be attached.

*Failure to submit this form may result in your proposal being deemed non-responsive.*

---

Authorized Official (Signature)

---

Date

---

Print Name of Authorized Official

---

Title of Authorized Official

---

Company Name

---

Contact Person

---

Address

---

City, State, Zip

---

Phone Number

---

Fax Number

---

E-Mail Address

---

Federal Tax ID #

**NOTE:** It is the sole responsibility of the proposers to learn of Addenda, if any. Such information may be obtained at: <https://vancouver.procureware.com>

## Appendix B.

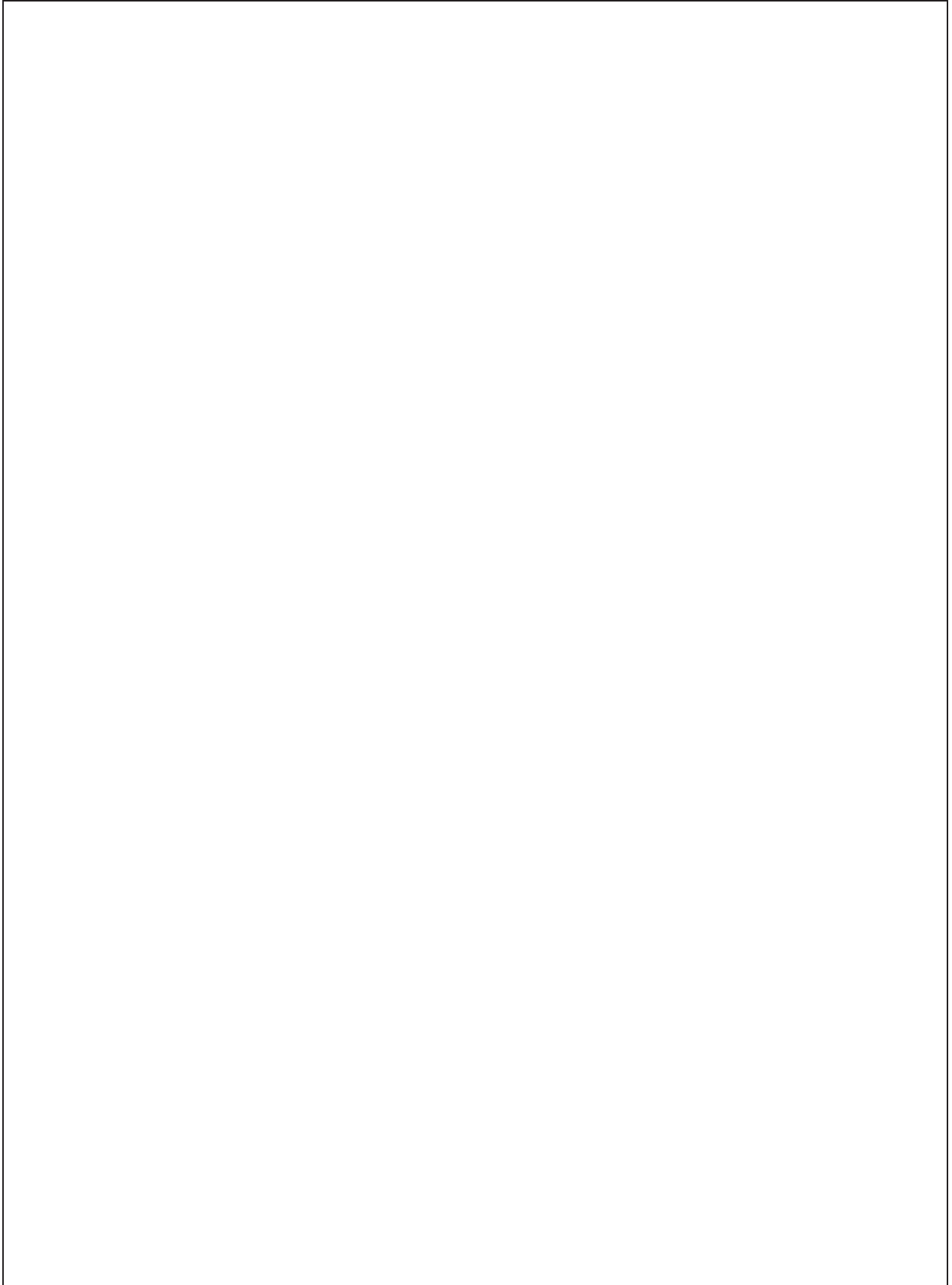
### Company Information Form

| Proposing Vendor and Software Information                                                                                                   |  |
|---------------------------------------------------------------------------------------------------------------------------------------------|--|
| <b>1. Contact Information</b>                                                                                                               |  |
| <ul style="list-style-type: none"> <li>▪ Company name</li> </ul>                                                                            |  |
| <ul style="list-style-type: none"> <li>▪ Name, email, phone number and title of contact person</li> </ul>                                   |  |
| <ul style="list-style-type: none"> <li>▪ Company website</li> </ul>                                                                         |  |
| <b>2. Company Information</b>                                                                                                               |  |
| <ul style="list-style-type: none"> <li>▪ Company headquarters city</li> </ul>                                                               |  |
| <ul style="list-style-type: none"> <li>▪ Software development location</li> </ul>                                                           |  |
| <ul style="list-style-type: none"> <li>▪ Year founded</li> </ul>                                                                            |  |
| <ul style="list-style-type: none"> <li>▪ Private vs. Public (Listing Exchange and Listing Code)</li> </ul>                                  |  |
| <ul style="list-style-type: none"> <li>▪ Fiscal year end</li> </ul>                                                                         |  |
| <ul style="list-style-type: none"> <li>▪ Revenue: current year</li> </ul>                                                                   |  |
| <ul style="list-style-type: none"> <li>▪ Revenue: prior year</li> </ul>                                                                     |  |
| <ul style="list-style-type: none"> <li>▪ Parent company (If separate)</li> </ul>                                                            |  |
| <ul style="list-style-type: none"> <li>▪ Genealogy of Organization (changing business, name changes, acquisitions/mergers, etc.)</li> </ul> |  |
| <ul style="list-style-type: none"> <li>▪ Describe how the company has grown - organically, acquisition, mergers, etc.?</li> </ul>           |  |

|                                                                                                                |  |
|----------------------------------------------------------------------------------------------------------------|--|
| <b>3. Number of Vendor Employees</b>                                                                           |  |
| ▪ Total worldwide                                                                                              |  |
| ▪ Total in U.S.                                                                                                |  |
| ▪ Total dedicated to the proposed software                                                                     |  |
| <b>4. Number of Law Enforcement Agency (LEA) Customers Using the Proposed Software</b>                         |  |
| ▪ Total LEA customers                                                                                          |  |
| ▪ Number of LEA customers in Washington using the proposed software (include names of agencies)                |  |
| <b>5. Target customer profile for this software</b><br>Describe your target customer in terms of size and type |  |
| <b>6. Version Schedule</b>                                                                                     |  |
| ▪ Current version and release date                                                                             |  |
| ▪ Typical release schedule                                                                                     |  |
| ▪ Typical time to install upgrades                                                                             |  |
| ▪ Number of prior versions supported                                                                           |  |

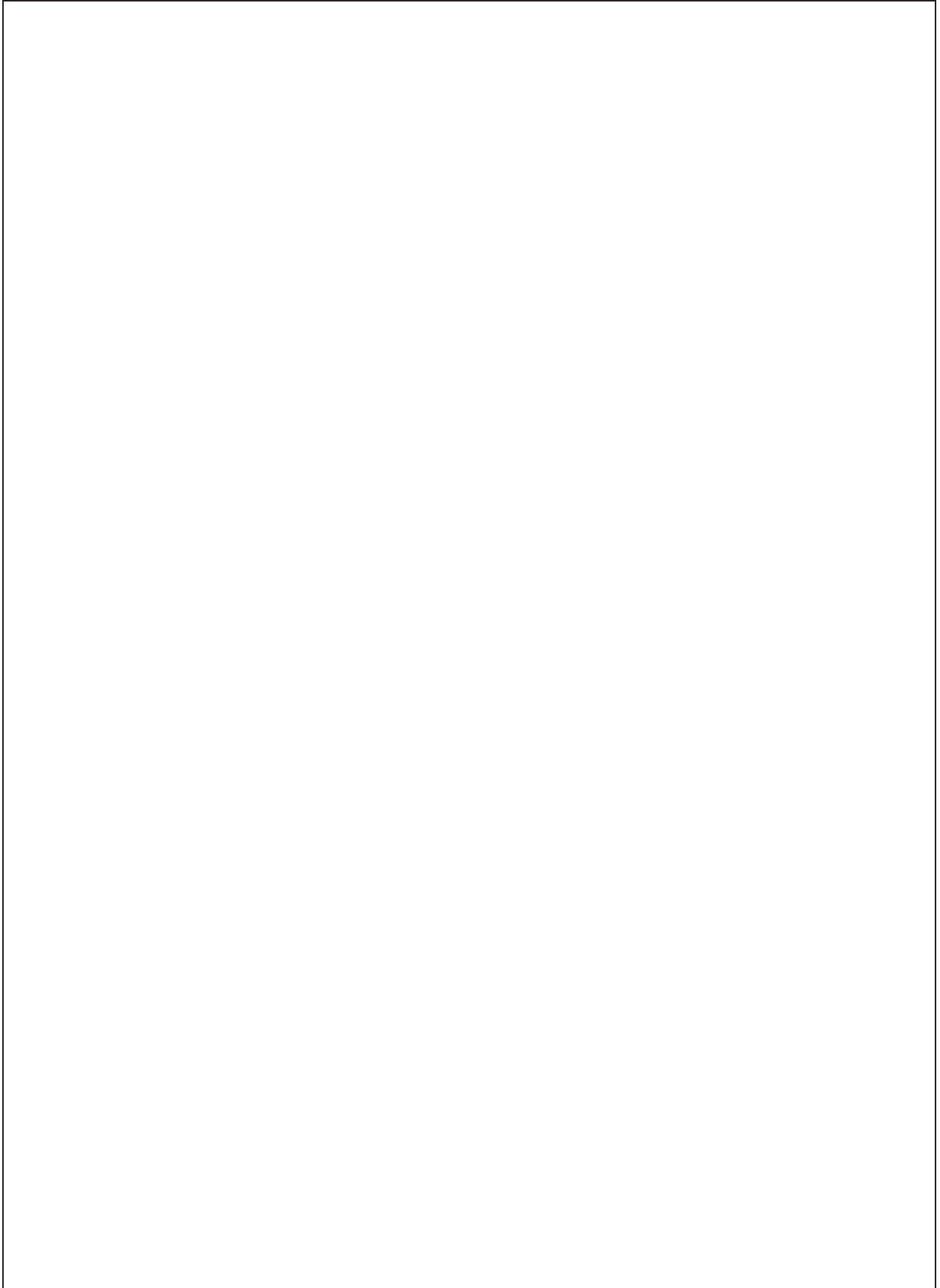


- 7. We require having development, back-up, training, testing and archival copies of the software in addition to the production copy. Is this provided as standard with your software? Please explain.**



- 8. List any agencies that have pre-maturely ended a contract with your company, either prior to completion of implementation or within 3 years of implementation, and the reasons this occurred. Note: this information alone will not exclude proposers from further consideration and is designed to give proposers the opportunity to describe the reasons behind such occurrences.**

9. Describe any legal action taken against your company including by whom, the date the legal action or claim was made, and the outcome. Also describe all contracts terminated for default during the past five years. If the proposer has had a contract terminated for default during the past five years, all such incidents must be described. Termination for default as used herein is defined as notice to stop performance due to the vendor's non-performance or poor performance. Include the other party's name, address and telephone number. Present the proposer's position on the matter. The City shall evaluate the facts and may, at its sole discretion, reject the proposal if the facts discovered indicate that completion of a contract resulting from the proposal may be jeopardized by selection of the proposing company.



| Proposed Sub-Contractor Information (if any)                                                             |  |
|----------------------------------------------------------------------------------------------------------|--|
| <b>1. Contact Information</b>                                                                            |  |
| <ul style="list-style-type: none"> <li>Company name(s)</li> </ul>                                        |  |
| <ul style="list-style-type: none"> <li>Name, email, phone number, title of contact person(s)</li> </ul>  |  |
| <ul style="list-style-type: none"> <li>Company address(es)</li> </ul>                                    |  |
| <ul style="list-style-type: none"> <li>Company website(s)</li> </ul>                                     |  |
| <b>2. Company Information</b>                                                                            |  |
| <ul style="list-style-type: none"> <li>Year founded for each</li> </ul>                                  |  |
| <ul style="list-style-type: none"> <li>Private vs. Public (Listing Exchange and Listing Code)</li> </ul> |  |
| <ul style="list-style-type: none"> <li>Parent company for each (If separate)</li> </ul>                  |  |

|                                                                                                                                             |  |
|---------------------------------------------------------------------------------------------------------------------------------------------|--|
| <ul style="list-style-type: none"> <li>▪ Genealogy of organization (changing business, name changes, acquisitions/mergers, etc.)</li> </ul> |  |
| <ul style="list-style-type: none"> <li>▪ Describe the products and/or services the sub-contractor will be providing</li> </ul>              |  |
| <ul style="list-style-type: none"> <li>▪ How many years of experience does each company have?</li> </ul>                                    |  |
| <b>3. Number of Employees</b>                                                                                                               |  |
| <ul style="list-style-type: none"> <li>▪ Total worldwide</li> </ul>                                                                         |  |
| <ul style="list-style-type: none"> <li>▪ Total in U.S.</li> </ul>                                                                           |  |
| <ul style="list-style-type: none"> <li>▪ Total dedicated to the proposed software</li> </ul>                                                |  |
| <b>4. Number of Law Enforcement Agency (LEA) Customers</b>                                                                                  |  |
| <ul style="list-style-type: none"> <li>▪ Total LEA customers overall and in Washington</li> </ul>                                           |  |



**5. Software Vendor Relationship and Implementation Model**

Briefly describe your relationship with the sub- contractor(s).

## **Appendix C. Scope of Work**

### **INSTRUCTIONS**

The proposer is expected to provide a concise narrative for each item in this section that clearly explains exactly how the proposing company plans to meet each of the below requirements. Where appropriate, provide examples of how and where similar requirements are being met on other projects. Contractor may use illustrations, diagrams, screenshots and/or other sample material to provide additional clarity. Proposers shall not include extraneous generic marketing materials.

Submit your responses to the following questions in the order they are listed below, utilizing the numbering schema provided, by drafting an MS Word document with a footer listing the RFP name and number, and page numbers of your response. The entire proposal shall be saved as a single .PDF in the order listed on p.13 herein.

### **1. BIDDER'S UNDERSTANDING OF THE PROJECT (2 pages maximum)**

Briefly describe your understanding of this project and your approach to ensuring a successful project.

### **2. PROJECT MANAGEMENT SERVICES (8 pages maximum)**

Proposing companies are expected to provide project management services throughout the project. Briefly describe the following:

- a) A general description of your Project Plan following standard Project Management methodologies including communications, risk management, change management, etc.
- b) The names and roles of each **key** project team member and their experience as follows:
  - 1. Name and project role
  - 2. Education
  - 3. Certifications
  - 4. Work/employment history
- c) Provide a project timeline (this may be included as an appendix to your proposal).
- d) List the roles and estimated time commitments of each City of Vancouver representative that you expect to be needed for the project (this information will be included in evaluating TCO).

### **3. SYSTEM IMPLEMENTATION, MAINTENANCE AND SUPPORT (10 pages maximum)**

Briefly describe how you will deliver the following:

- a) Implementation of the software including methodologies for:
  - 1. Installation
  - 2. Testing
  - 3. Data conversion
  - 4. Interfacing
- b) Software maintenance and support including the following:
  - 1. Hours of support
  - 2. Support tiers and services in each
- c) Process for system maintenance including delivery of updates and their frequency.

#### **4. TRAINING (2 page maximum)**

Describe below how you will provide the following including the length, delivery method, and resources to be utilized including staff and training tools (this information will be considered in evaluating TCO):

- a) End-user training for user groups
- b) System administrator training

#### **5. REPORT WRITING AND RMS INTEGRATION (2 page maximum)**

Describe if your system's report writing feature is included in the core RMS application or if it is a separate application (Do users write reports in RMS or a separate system? Are there separate logins?).

#### **6. SYSTEM SCALABILITY (2 page maximum)**

Describe any system limitations related to an increase in users. At a minimum, address the following questions in your response: Is there a maximum number of users and data storage based on the system and pricing you are proposing? Will there be a decrease in system functionality and/or performance as additional users and data are added to the system over time?

#### **7. TECHNICAL REQUIREMENTS (2 page maximum)**

Describe what hardware and software environment will be required to support your current system including any and all required servers, licenses, message switching, bandwidth/connectivity, and redundancy. NOTE: the City requires the following at a minimum:

- **On-prem:** System must operate on a Microsoft Windows Server OS and SQL Server Database. Describe if the system will operate in a VMWare virtual server environment.
- **Cloud:** Data is hosted at secure Tier 4, SOC 2, CJIS certified data center (see #40 herein). Describe location and frequency of back-up systems and disaster recovery testing.

#### **8. OPERATING SYSTEM (1 page maximum)**

Describe what operating systems your system is compatible with and whether there are any known bugs or problems using your system on any of them, and how you will ensure that your system is compatible with future versions of the operating systems. If the system supports multiple OS, indicate the number of installations you have on each.

#### **9. USER INTERFACE (3 page maximum)**

Describe if your system utilizes a Windows based user interface that allows users to navigate the system using different approaches such as point-and-click, drag-and-drop, drop-down boxes, etc. Please provide screenshots.

#### **10. BROWSERS (2 page maximum)**

Describe what browsers your system is compatible with and whether there are any known bugs or problems using your system on any of them, and how you will assure that your system is compatible with future versions of the browsers.

Note: HTML5 client is strongly preferred. If you use Java, Silverlight or other web-based technology with a browser, list all plug-ins required to effectively run the application.

**11. SINGLE DATA ENTRY (2 page maximum)**

Describe if your system includes "single-entry" capability wherein users only have to enter data one time and how the data will be utilized throughout the system, as well as if there is any time a user would be required to enter the same data more than once (i.e. within the system, between systems, among systems if interfaced, etc.).

**12. SYSTEM NAVIGATION (3 page maximum)**

The system enables users to enter persons, property, and vehicles seamlessly without having to navigate to a different part of the system. Describe your system's style of navigation (if the user interface is tabular, opens up separate windows, etc.). Provide screenshots.

**13. FUNCTIONAL CONTINUITY (2 page maximum)**

Describe whether users will be able to log-out of the system without finishing a record (any type of report) and log back in from another computer, at another location, and continue writing the report without having to manually upload, search for, or take any other action. Describe the technological attributes of the system that makes this possible.

**14. USER DASHBOARD (2 page maximum)**

Describe if your system includes a user dashboard that displays upon login and what information is displayed. Be sure to describe whether the dashboard contains information about reports that have been started but not completed, that are missing or have been rejected or approved, etc. Provide screenshots.

**15. PLAIN ENGLISH QUERIES (1 page maximum)**

Describe if there is anywhere in your system where users have to enter data or conduct queries utilizing codes, numbers, or symbols instead of plain English. If so, provide details regarding the nature and extent to which this is required and reasons why users have to do so.

**16. DATA BACK-UP (1 page maximum)**

Describe your approach to backing-up data including process, frequency and reliability.

**17. DATA LINKAGE (1 page maximum)**

Describe how your system links records involving the same people, vehicles, property, locations, and businesses, and makes these relationships obvious to users so they know of the existence of records related to the information they are currently working on. Provide an Entity Relationship Diagram.

**18. MASTER INDICES (1 page maximum)**

If your system has master indices, describe whether master records within the indices are automatically updated as new data is entered that is related to the records. If your system does not have master indices, describe how data is identified to the user as the most current version of the record, how the data is updated, and if users will need to manually create any indexing/identifiers when creating records.

**19. PREVENTION OF DUPLICATE DATA (3 page maximum)**

Describe if your system has a feature to prevent users who are writing reports from entering duplicate names, vehicles, property, locations, and businesses (i.e. information that is already in the system). Describe how this feature works from both a user's perspective and an administrator's perspective. Is there also a feature enabling administrators to eliminate duplicate records after they have been submitted by users? Be sure to include, in detail, how name records are verified and are not duplicated in the system.

**20. SEARCHABILITY (1 page maximum)**

Describe if your system enables users to search any data field in the system or combination of fields to conduct user-defined queries. Please describe if there is any restriction or limitation to what fields can be searched. Include whether the system enables users to switch from writing a report to searching the system without having to log-out or switch applications/systems.

**21. GLOBAL SEARCHES (1 page maximum)**

Describe if your system includes a global search field allowing users to enter any kind of search criteria into a single field and what kind of search results users can expect from such searches.

**22. DATABASE CONNECTIVITY PROTOCOL (1 page maximum)**

Describe your system's database connectivity protocols and whether there will be limitations on accessing (reading and writing) data via third party or interfaced applications. Describe what API's are available for system integration, and how data can be exported and queried within the system.

**23. IMAGES (1 page maximum)**

Describe whether images are stored in the database utilizing path references and, if not, how they are stored.

**24. OPEN ARCHITECTURE (1 page maximum)**

Describe whether you would consider your system as being built with open architecture in a way that will easily allow the sharing of data with or without third-party applications and whether it will be easy to access our data in non-proprietary formats. Describe your assurance to the City that access to our data will not be made difficult in the event it is needed for other systems.

**25. FIELD DESCRIPTIONS (1 page maximum)**

Describe whether data field descriptions explain in plain English what the data field is and if there is an optional alternative view users can request with a key or click that displays the database table description for each field. Please provide screenshots.

**26. DATA VALUE DESCRIPTIONS (1 page maximum)**

Describe whether data values are displayed and stored in plain English instead of codes/numbers/abbreviations.

**27. SYSTEM CONTINUITY (1 page maximum)**

Describe if your system will automatically store user entered data in real time on the user's computer or an external storage device in case an error or connection loss occurs, and a general description of the technological attributes that makes this possible.

**28. CASE NUMBERING (1 page maximum)**

Describe whether your system will support an agency defined case numbering style in terms of number and types of digits and characters (describe the formats) and whether a secondary/sub-set type of case numbers can be utilized for certain specialized users of the system.

**29. DATA CONVERSION (4 page maximum)**

Describe your approach to data conversion, data mapping and data cleansing of legacy data and include the following:

- a) How will you convert records containing partial data (i.e. partial names, partial phone numbers, unknown persons with physical descriptors) in a way that will ensure they will be returned in search queries?
- b) Describe your process for cleaning data during the data conversion process to eliminate duplicate and/or unnecessary information contained in:
  - 1. Names
  - 2. Addresses
  - 3. Vehicles
  - 4. Property
  - 5. Reports

**30. USER ALERTS (1 page maximum)**

Describe the extent to which the system enables users to enter an "alert" on a person, location, or vehicle indicating that it is associated with special circumstances. These circumstances could include "mental health" or "drug/alcohol abuse." Describe how users can search for such information and be notified of such alerts when writing reports. If this is best achieved using a report title or other option, please describe.

**31. ATTACHMENTS (2 page maximum)**

Describe if photo, video and audio files can be attached to records, what file types are compatible, whether third-party software is required to view or listen to attachments, and the process for attaching these files. Please provide screenshots that display the system's attachment features and where files can be attached (i.e. to names, vehicles, reports, arrests, field interviews/contacts etc.). Include whether there is a central location within the system where attachments are searchable and viewable as well as being attached to individual records.

**32. SEALING AND EXPUNGING (1 page maximum)**

Describe whether the system includes a feature to assist with sealing or expunging records per a court order. Describe the capabilities and features of this function, and whether or not these records are retrievable at a later time if needed.

**33. PERFORMANCE METRICS (1 page maximum)**

Please describe the type of performance metric data that a user can pull from the system in order to analyze employee activity data, including if searches can be done per user group (i.e. traffic unit), beat, or otherwise.

**34. REPORT WRITING FUNCTIONALITY (1 page maximum)**

Please describe if the system will guide users through writing an incident report by prompting the user for information that is required by NIBRS or agency business rules based on the type of report being written. Please describe this feature.

**35. NIBRS (1 page maximum)**

Describe if users can request to have the system check for NIBRS errors prior to submitting reports and will be directed to where an error is and how to fix it. Please describe this feature. Also describe how administrators check for and correct NIBRS errors after reports have been submitted.

**36. CRIME COUNTS (1 page maximum)**

Describe if the system requires users to enter a "count" number when writing incident reports for the number of crimes committed. Please describe how your system counts the appropriate number of offenses for NIBRS reporting purposes, noting the different counting methodology between persons and property crimes per NIBRS rules.

**37. ROUTING (1 page maximum)**

Please describe if the system will automatically route reports to pre-defined internal and/or external users and groups based on the report title, statute, or other data field, and if the receiving party will be automatically notified and how.



**38. SECURITY (3 page maximum)**

Describe all security standards and/or certifications your company and system maintains. Include each specific security standard and level of each, if applicable, that the RMS and associated data storage systems and services are in compliance with including, for example, FIPS 140, ANSI/TIA-942, and CJIS. Also include how your company achieved and maintains compliance with the security standards on an ongoing basis. Describe your encryption, login, auditing, and penetration testing and security features and standards. Additionally:

- Provide a copy of your incident response policy & procedure including timelines for response and notification of a potential Protected PII data breach
- Include who performed your most recent independent CJIS audit and indicate if you will provide copies of the audit
- Provide a copy of your disaster response/business continuity plans and timelines for restoration and recovery
- What monitoring, policies and procedures have you put in place to control the use and disclosure of Protected PII
- Provide a copy of your back-up strategy, procedures and schedule for all Criminal Justice Information/Criminal History Record Information transacted and maintained in your system
- Describe who is responsible for identifying and addressing vulnerabilities in the network and system components
- What access do your personnel have to the application's sensitive data

**39. PERFORMANCE (1 page maximum)**

The system should perform at a 99.99% uptime level and search queries shall return results within 2-3 seconds. Describe your system performance standards and capabilities and how the system's performance is impacted by instances of high demand due to increased user activity, large search queries, or increased network traffic.

**40. CJIS SECURITY POLICY CONFORMANCE (6 page maximum)**

For each of the current FBI CJIS security standards, provide a general description of your system's and company's technical, programmatic, and infrastructure compliance with each, as applicable, including those of any sub-contractors and data storage providers that will be utilized to support the system.

**41. NATIONAL INFORMATION EXCHANGE MODEL (NIEM) CONFORMANCE (1 page maximum)**

The RMS must interface to the systems listed herein. Please describe your conformance with NIEM standards and utilization of specific information exchange package documentation (IEPD) currently available that you intend to use for this project. Also include your current data exchanges that you intend to utilize for this project which are not NIEM conformant.

**42. DATA DICTIONARY (1 page maximum)**

Describe if a data dictionary for your system will be provided that includes table and data element definitions; schema with technical notes for each element, such as type, size, primary and child key(s); and field descriptions. Also describe if the system documentation includes information on entity maintenance, such as dates of creation, last modification, termination and source, and includes the ability for users to update the dictionary and make notes.

## Appendix D. CUSTOMER REFERENCES

Provide at least three references that are similar in size and requirements to this project, and that have implemented your software in the past five years. Reference sites should be fully implemented and live on the current version of the software.

|                                         |                     |
|-----------------------------------------|---------------------|
| <b>Name of Agency:</b>                  |                     |
| <b>Contact Name/Title:</b>              | <b>Telephone #:</b> |
| <b>Modules/Functionality Installed:</b> |                     |
| <b>Go Live Date:</b>                    |                     |
| <b>Other comments:</b>                  |                     |

|                                         |                     |
|-----------------------------------------|---------------------|
| <b>Name of Agency:</b>                  |                     |
| <b>Contact Name/Title:</b>              | <b>Telephone #:</b> |
| <b>Modules/Functionality Installed:</b> |                     |
| <b>Go Live Date:</b>                    |                     |
| <b>Other comments:</b>                  |                     |

|                                         |                     |
|-----------------------------------------|---------------------|
| <b>Name of Agency:</b>                  |                     |
| <b>Contact Name/Title:</b>              | <b>Telephone #:</b> |
| <b>Modules/Functionality Installed:</b> |                     |
| <b>Go Live Date:</b>                    |                     |
| <b>Other comments:</b>                  |                     |

## Appendix E. RFP EXCEPTIONS

It is the intent of the City of Vancouver to contract with an RMS Software Vendor. All Vendor representations, whether verbal, graphical or written, will be relied on by the City of Vancouver in the evaluation of the responses to this Request for Proposal. This reliance on the Vendor's represented expertise is to be considered as incorporated into any, and all, formal Agreements between the parties.

**PRINT THE WORDS "NO EXCEPTIONS" HERE \_\_\_\_\_ IF THERE ARE NO EXCEPTIONS TAKEN TO ANY OF THE TERMS, CONDITIONS, OR SPECIFICATIONS OF THESE REQUEST FOR PROPOSAL DOCUMENTS.**

**IF THERE ARE EXCEPTIONS TAKEN TO ANY OF THESE TERMS, CONDITIONS, OR SPECIFICATIONS OF THESE REQUEST FOR PROPOSAL DOCUMENTS, THEY MUST BE CLEARLY STATED ON THE TABLE ON THE FOLLOWING PAGE AND RETURNED WITH YOUR PROPOSAL.**

**IF YOU PROVIDED A SAMPLE COPY OF YOUR CONTRACT(S) YOU STILL NEED TO IDENTIFY IN THIS DOCUMENT ("RFP EXCEPTIONS") ANY AND ALL EXCEPTIONS YOU HAVE TO THE TERMS AND CONDITIONS.**

|                           |  |
|---------------------------|--|
| <b>Firm or Individual</b> |  |
| <b>Title</b>              |  |
| <b>Telephone</b>          |  |
| <b>Email</b>              |  |
| <b>Address</b>            |  |

PRINT NAME AND TITLE

\_\_\_\_\_

AUTHORIZED SIGNATURE

\_\_\_\_\_

DATE \_\_\_\_\_

Add any additional line items for exceptions as necessary and reference any explanatory attachments within the line item to which it refers.

|   | RFP Section<br>#, Page # | Exception<br>Describe the Nature of the Exception | Explanation of Why This is an Issue<br>for You | Your Proposed Modification or<br>Resolution, if any |
|---|--------------------------|---------------------------------------------------|------------------------------------------------|-----------------------------------------------------|
| 1 |                          |                                                   |                                                |                                                     |
| 2 |                          |                                                   |                                                |                                                     |
| 3 |                          |                                                   |                                                |                                                     |
| 4 |                          |                                                   |                                                |                                                     |
| 5 |                          |                                                   |                                                |                                                     |

Appendix F.  
PRICE PROPOSAL

INSTRUCTIONS

There are two pricing forms:

- 1. On-Premises Pricing
- 2. Cloud Pricing

If you are proposing one option, please complete the applicable form. If you are proposing a choice between both options, please complete both forms. Mark any unused lines with “N/A”. Proposers are to include all costs representing the total cost of ownership of all hardware, software, support, maintenance, training and professional services.

ON-PREMISES PRICING

| A. SOFTWARE |              |             |          |            |       |
|-------------|--------------|-------------|----------|------------|-------|
| Item #      | Product Name | Description | Quantity | Unit Price | TOTAL |
| 1.          |              |             |          | \$         | \$    |
| 2.          |              |             |          | \$         | \$    |
| 3.          |              |             |          | \$         | \$    |
| 4.          |              |             |          | \$         | \$    |
| 5.          |              |             |          | \$         | \$    |
| 6.          |              |             |          | \$         | \$    |
| 7.          |              |             |          | \$         | \$    |
| 8.          |              |             |          | \$         | \$    |
| 9.          |              |             |          | \$         | \$    |
| 10.         |              |             |          | \$         | \$    |
| 11.         |              |             |          | \$         | \$    |
| 12.         |              |             |          | \$         | \$    |
| 13.         |              |             |          | \$         | \$    |
| SUB-TOTAL   |              |             |          | \$         | \$    |

ON-PREMISES PRICING CONTINUED

Please include any required hardware items. The city may elect to not purchase hardware as part of the awarded contract.

| B. HARDWARE |              |             |          |            |       |
|-------------|--------------|-------------|----------|------------|-------|
| Item #      | Product Name | Description | Quantity | Unit Price | TOTAL |
| 1.          |              |             |          | \$         | \$    |
| 2.          |              |             |          | \$         | \$    |
| 3.          |              |             |          | \$         | \$    |
| 4.          |              |             |          | \$         | \$    |
| 5.          |              |             |          | \$         | \$    |
| 6.          |              |             |          | \$         | \$    |
| 7.          |              |             |          | \$         | \$    |
| 8.          |              |             |          | \$         | \$    |
| 9.          |              |             |          | \$         | \$    |
| 10.         |              |             |          | \$         | \$    |
| SUB-TOTAL   |              |             |          | \$         | \$    |

| C. INTERFACES |      |             |          |            |       |
|---------------|------|-------------|----------|------------|-------|
| Item #        | Name | Description | Quantity | Unit Price | TOTAL |
| 1.            |      |             |          | \$         | \$    |
| 2.            |      |             |          | \$         | \$    |
| 3.            |      |             |          | \$         | \$    |
| 4.            |      |             |          | \$         | \$    |
| 5.            |      |             |          | \$         | \$    |
| 6.            |      |             |          | \$         | \$    |
| 7.            |      |             |          | \$         | \$    |
| 8.            |      |             |          | \$         | \$    |
| 9.            |      |             |          | \$         | \$    |
| SUB-TOTAL     |      |             |          | \$         | \$    |



ON-PREMISES PRICING CONTINUED

| D. DATA CONVERSION |      |             |          |            |       |
|--------------------|------|-------------|----------|------------|-------|
| Item #             | Name | Description | Quantity | Unit Price | TOTAL |
| 1.                 |      |             |          | \$         | \$    |
| 2.                 |      |             |          | \$         | \$    |
| 3.                 |      |             |          | \$         | \$    |
| 4.                 |      |             |          | \$         | \$    |
| 5.                 |      |             |          | \$         | \$    |
| 6.                 |      |             |          | \$         | \$    |
| 7.                 |      |             |          | \$         | \$    |
| 8.                 |      |             |          | \$         | \$    |
| 9.                 |      |             |          | \$         | \$    |
| 10.                |      |             |          | \$         | \$    |
| 11.                |      |             |          | \$         | \$    |
| 12.                |      |             |          | \$         | \$    |
| 13.                |      |             |          | \$         | \$    |
| 14.                |      |             |          | \$         | \$    |
| 15.                |      |             |          | \$         | \$    |
| 16.                |      |             |          | \$         | \$    |
| 17.                |      |             |          | \$         | \$    |
| 18.                |      |             |          | \$         | \$    |
| 19.                |      |             |          | \$         | \$    |
| 20.                |      |             |          | \$         | \$    |
| 21.                |      |             |          | \$         | \$    |
| 22.                |      |             |          | \$         | \$    |
| SUB-TOTAL          |      |             |          | \$         | \$    |

ON-PREMISES PRICING CONTINUED

| E. PROFESSIONAL SERVICES |      |             |          |            |       |
|--------------------------|------|-------------|----------|------------|-------|
| Item #                   | Name | Description | Quantity | Unit Price | TOTAL |
| 1.                       |      |             |          | \$         | \$    |
| 2.                       |      |             |          | \$         | \$    |
| 3.                       |      |             |          | \$         | \$    |
| 4.                       |      |             |          | \$         | \$    |
| 5.                       |      |             |          | \$         | \$    |
| 6.                       |      |             |          | \$         | \$    |
| 7.                       |      |             |          | \$         | \$    |
| 8.                       |      |             |          | \$         | \$    |
| 9.                       |      |             |          | \$         | \$    |
| 10.                      |      |             |          | \$         | \$    |
| 11.                      |      |             |          | \$         | \$    |
| 12.                      |      |             |          | \$         | \$    |
| 13.                      |      |             |          | \$         | \$    |
| 14.                      |      |             |          | \$         | \$    |
| 15.                      |      |             |          | \$         | \$    |
| 16.                      |      |             |          | \$         | \$    |
| 17.                      |      |             |          | \$         | \$    |
| 18.                      |      |             |          | \$         | \$    |
| 19.                      |      |             |          | \$         | \$    |
| 20.                      |      |             |          | \$         | \$    |
| 21.                      |      |             |          | \$         | \$    |
| 22.                      |      |             |          | \$         | \$    |
| SUB-TOTAL                |      |             |          | \$         | \$    |

ON-PREMISES PRICING CONTINUED

| F. TRAINING |      |             |          |            |       |
|-------------|------|-------------|----------|------------|-------|
| Item #      | Name | Description | Quantity | Unit Price | TOTAL |
| 1.          |      |             |          | \$         | \$    |
| 2.          |      |             |          | \$         | \$    |
| 3.          |      |             |          | \$         | \$    |
| 4.          |      |             |          | \$         | \$    |
| 5.          |      |             |          | \$         | \$    |
| 6.          |      |             |          | \$         | \$    |
| 7.          |      |             |          | \$         | \$    |
| 8.          |      |             |          | \$         | \$    |
| 9.          |      |             |          | \$         | \$    |
| 10.         |      |             |          | \$         | \$    |
| SUB-TOTAL   |      |             |          | \$         | \$    |

| G. TRAVEL/LIVING |      |             |          |            |       |
|------------------|------|-------------|----------|------------|-------|
| Item #           | Name | Description | Quantity | Unit Price | TOTAL |
| 1.               |      |             |          | \$         | \$    |
| 2.               |      |             |          | \$         | \$    |
| 3.               |      |             |          | \$         | \$    |
| 4.               |      |             |          | \$         | \$    |
| 5.               |      |             |          | \$         | \$    |
| 6.               |      |             |          | \$         | \$    |
| 7.               |      |             |          | \$         | \$    |
| 8.               |      |             |          | \$         | \$    |
| 9.               |      |             |          | \$         | \$    |
| 10.              |      |             |          | \$         | \$    |
| SUB-TOTAL        |      |             |          | \$         | \$    |

ON-PREMISES PRICING CONTINUED

| H.MAINTENANCE and SUPPORT |      |             |          |            |       |
|---------------------------|------|-------------|----------|------------|-------|
| Item #                    | Name | Description | Quantity | Unit Price | TOTAL |
| 1.                        |      |             |          | \$         | \$    |
| 2.                        |      |             |          | \$         | \$    |
| 3.                        |      |             |          | \$         | \$    |
| 4.                        |      |             |          | \$         | \$    |
| 5.                        |      |             |          | \$         | \$    |
| 6.                        |      |             |          | \$         | \$    |
| 7.                        |      |             |          | \$         | \$    |
| 8.                        |      |             |          | \$         | \$    |
| 9.                        |      |             |          | \$         | \$    |
| 10.                       |      |             |          | \$         | \$    |
| 11.                       |      |             |          | \$         | \$    |
| 12.                       |      |             |          | \$         | \$    |
| 13.                       |      |             |          | \$         | \$    |
| 14.                       |      |             |          | \$         | \$    |
| 15.                       |      |             |          | \$         | \$    |
| 16.                       |      |             |          | \$         | \$    |
| 17.                       |      |             |          | \$         | \$    |
| 18.                       |      |             |          | \$         | \$    |
| 19.                       |      |             |          | \$         | \$    |
| 20.                       |      |             |          | \$         | \$    |
| SUB-TOTAL                 |      |             |          | \$         | \$    |

ON-PREMISES PRICING CONTINUED

| I. OTHER  |      |             |          |            |       |
|-----------|------|-------------|----------|------------|-------|
| Item #    | Name | Description | Quantity | Unit Price | TOTAL |
| 1.        |      |             |          | \$         | \$    |
| 2.        |      |             |          | \$         | \$    |
| 3.        |      |             |          | \$         | \$    |
| 4.        |      |             |          | \$         | \$    |
| 5.        |      |             |          | \$         | \$    |
| 6.        |      |             |          | \$         | \$    |
| 7.        |      |             |          | \$         | \$    |
| 8.        |      |             |          | \$         | \$    |
| 9.        |      |             |          | \$         | \$    |
| 10.       |      |             |          | \$         | \$    |
| 11.       |      |             |          | \$         | \$    |
| 12.       |      |             |          | \$         | \$    |
| 13.       |      |             |          | \$         | \$    |
| 14.       |      |             |          | \$         | \$    |
| 15.       |      |             |          | \$         | \$    |
| 16.       |      |             |          | \$         | \$    |
| 17.       |      |             |          | \$         | \$    |
| 18.       |      |             |          | \$         | \$    |
| 19.       |      |             |          | \$         | \$    |
| 20.       |      |             |          | \$         | \$    |
| SUB-TOTAL |      |             |          | \$         | \$    |

# ON-PREMISES PRICING CONTINUED

| J. ASSUMPTIONS |  |
|----------------|--|
| Item #         |  |
| 1.             |  |
| 2.             |  |
| 3.             |  |
| 4.             |  |
| 5.             |  |
| 6.             |  |
| 7.             |  |
| 8.             |  |
| 9.             |  |
| 10.            |  |
| 11.            |  |
| 12.            |  |
| 13.            |  |
| 14.            |  |

|     |  |
|-----|--|
|     |  |
| 15. |  |
| 16. |  |
| 17. |  |
| 18. |  |
| 19. |  |
| 20. |  |

ON-PREMISES PRICING CONTINUED

| Item #      | ITEM                       |    | TOTAL |
|-------------|----------------------------|----|-------|
| 1.          | A. SOFTWARE                | \$ |       |
| 2.          | B. HARDWARE                | \$ |       |
| 3.          | C. INTERFACES              | \$ |       |
| 4.          | D. DATA CONVERSION         | \$ |       |
| 5.          | E. PROFESSIONAL SERVICES   | \$ |       |
| 6.          | F. TRAINING                | \$ |       |
| 7.          | G. TRAVEL/LIVING           | \$ |       |
| 8.          | H. MAINTENANCE AND SUPPORT | \$ |       |
| 9.          | I. OTHER                   | \$ |       |
| GRAND TOTAL |                            | \$ |       |

**ON-PREMISES PRICING CONTINUED**

Describe your proposed payment schedule based on verifiable deliverables and/or project milestones. Include in your project timeline indications of the milestones listed below.

| Payment # | Description of Milestone | TOTAL |
|-----------|--------------------------|-------|
| 1.        |                          | \$    |
| 2.        |                          | \$    |
| 3.        |                          | \$    |
| 4.        |                          | \$    |
| 5.        |                          | \$    |
| 6.        |                          | \$    |
| 7.        |                          | \$    |
| 8.        |                          | \$    |
| 9.        |                          | \$    |
| 10.       |                          | \$    |
| 11.       |                          | \$    |
| 12.       |                          | \$    |
| 13.       |                          | \$    |
| 14.       |                          | \$    |
| 15.       |                          | \$    |
| 16.       |                          | \$    |
| 17.       |                          | \$    |
| 18.       |                          | \$    |
| 19.       |                          | \$    |
| 20.       |                          | \$    |
| 21.       |                          | \$    |
| 22.       |                          | \$    |
| 23.       |                          | \$    |
| 24.       |                          | \$    |
| 25.       |                          | \$    |



CLOUD PRICING

| A. SOFTWARE |              |             |          |            |       |
|-------------|--------------|-------------|----------|------------|-------|
| Item #      | Product Name | Description | Quantity | Unit Price | TOTAL |
| 1.          |              |             |          | \$         | \$    |
| 2.          |              |             |          | \$         | \$    |
| 3.          |              |             |          | \$         | \$    |
| 4.          |              |             |          | \$         | \$    |
| 5.          |              |             |          | \$         | \$    |
| 6.          |              |             |          | \$         | \$    |
| 7.          |              |             |          | \$         | \$    |
| 8.          |              |             |          | \$         | \$    |
| 9.          |              |             |          | \$         | \$    |
| 10.         |              |             |          | \$         | \$    |
| SUB-TOTAL   |              |             |          | \$         | \$    |

| B. HARDWARE |              |             |          |            |       |
|-------------|--------------|-------------|----------|------------|-------|
| Item #      | Product Name | Description | Quantity | Unit Price | TOTAL |
| 1.          |              |             |          | \$         | \$    |
| 2.          |              |             |          | \$         | \$    |
| 3.          |              |             |          | \$         | \$    |
| 4.          |              |             |          | \$         | \$    |
| 5.          |              |             |          | \$         | \$    |
| 6.          |              |             |          | \$         | \$    |
| 7.          |              |             |          | \$         | \$    |
| 8.          |              |             |          | \$         | \$    |
| 9.          |              |             |          | \$         | \$    |
| 10.         |              |             |          | \$         | \$    |
| SUB-TOTAL   |              |             |          | \$         | \$    |

## CLOUD PRICING CONTINUED

| C. INTERFACES |      |             |          |            |       |
|---------------|------|-------------|----------|------------|-------|
| Item #        | Name | Description | Quantity | Unit Price | TOTAL |
| 1.            |      |             |          | \$         | \$    |
| 2.            |      |             |          | \$         | \$    |
| 3.            |      |             |          | \$         | \$    |
| 4.            |      |             |          | \$         | \$    |
| 5.            |      |             |          | \$         | \$    |
| 6.            |      |             |          | \$         | \$    |
| 7.            |      |             |          | \$         | \$    |
| 8.            |      |             |          | \$         | \$    |
| 9.            |      |             |          | \$         | \$    |
| SUB-TOTAL     |      |             |          | \$         | \$    |

| D. DATA CONVERSION |      |             |          |            |       |
|--------------------|------|-------------|----------|------------|-------|
| Item #             | Name | Description | Quantity | Unit Price | TOTAL |
| 1.                 |      |             |          | \$         | \$    |
| 2.                 |      |             |          | \$         | \$    |
| 3.                 |      |             |          | \$         | \$    |
| 4.                 |      |             |          | \$         | \$    |
| 5.                 |      |             |          | \$         | \$    |
| 6.                 |      |             |          | \$         | \$    |
| 7.                 |      |             |          | \$         | \$    |
| 8.                 |      |             |          | \$         | \$    |
| 9.                 |      |             |          | \$         | \$    |
| 10.                |      |             |          | \$         | \$    |
| 11.                |      |             |          | \$         | \$    |
| 12.                |      |             |          | \$         | \$    |
| 13.                |      |             |          | \$         | \$    |
| 14.                |      |             |          | \$         | \$    |

| CLOUD PRICING CONTINUED |  |  |  |    |    |
|-------------------------|--|--|--|----|----|
| 15.                     |  |  |  | \$ | \$ |
| 16.                     |  |  |  | \$ | \$ |
| 17.                     |  |  |  | \$ | \$ |
| 18.                     |  |  |  | \$ | \$ |
| 19.                     |  |  |  | \$ | \$ |
| 20.                     |  |  |  | \$ | \$ |
| 21.                     |  |  |  | \$ | \$ |
| 22.                     |  |  |  | \$ | \$ |
| SUB-TOTAL               |  |  |  | \$ | \$ |

| E. PROFESSIONAL SERVICES |      |             |          |            |       |
|--------------------------|------|-------------|----------|------------|-------|
| Item #                   | Name | Description | Quantity | Unit Price | TOTAL |
| 1.                       |      |             |          | \$         | \$    |
| 2.                       |      |             |          | \$         | \$    |
| 3.                       |      |             |          | \$         | \$    |
| 4.                       |      |             |          | \$         | \$    |
| 5.                       |      |             |          | \$         | \$    |
| 6.                       |      |             |          | \$         | \$    |
| 7.                       |      |             |          | \$         | \$    |
| 8.                       |      |             |          | \$         | \$    |
| 9.                       |      |             |          | \$         | \$    |
| 10.                      |      |             |          | \$         | \$    |
| 11.                      |      |             |          | \$         | \$    |
| 12.                      |      |             |          | \$         | \$    |
| 13.                      |      |             |          | \$         | \$    |
| 14.                      |      |             |          | \$         | \$    |
| 15.                      |      |             |          | \$         | \$    |
| 16.                      |      |             |          | \$         | \$    |
| SUB-TOTAL                |      |             |          | \$         | \$    |

# CLOUD PRICING CONTINUED

| F. TRAINING |      |             |          |            |
|-------------|------|-------------|----------|------------|
| Item #      | Name | Description | Quantity | Unit Price |
| 1.          |      |             |          | \$         |
| 2.          |      |             |          | \$         |
| 3.          |      |             |          | \$         |
| 4.          |      |             |          | \$         |
| 5.          |      |             |          | \$         |
| 6.          |      |             |          | \$         |
| 7.          |      |             |          | \$         |
| 8.          |      |             |          | \$         |
| 9.          |      |             |          | \$         |
| 10.         |      |             |          | \$         |
| SUB-TOTAL   |      |             |          | \$         |
|             |      |             |          | \$         |

| G. TRAVEL/LIVING |      |             |          |            |
|------------------|------|-------------|----------|------------|
| Item #           | Name | Description | Quantity | Unit Price |
| 1.               |      |             |          | \$         |
| 2.               |      |             |          | \$         |
| 3.               |      |             |          | \$         |
| 4.               |      |             |          | \$         |
| 5.               |      |             |          | \$         |
| 6.               |      |             |          | \$         |
| 7.               |      |             |          | \$         |
| 8.               |      |             |          | \$         |
| 9.               |      |             |          | \$         |
| 10.              |      |             |          | \$         |
| SUB-TOTAL        |      |             |          | \$         |
|                  |      |             |          | \$         |

# CLOUD PRICING CONTINUED

| H.MAINTENANCE and SUPPORT |      |             |          |            |       |
|---------------------------|------|-------------|----------|------------|-------|
| Item #                    | Name | Description | Quantity | Unit Price | TOTAL |
| 1.                        |      |             |          | \$         | \$    |
| 2.                        |      |             |          | \$         | \$    |
| 3.                        |      |             |          | \$         | \$    |
| 4.                        |      |             |          | \$         | \$    |
| 5.                        |      |             |          | \$         | \$    |
| 6.                        |      |             |          | \$         | \$    |
| 7.                        |      |             |          | \$         | \$    |
| 8.                        |      |             |          | \$         | \$    |
| 9.                        |      |             |          | \$         | \$    |
| 10.                       |      |             |          | \$         | \$    |
| 11.                       |      |             |          | \$         | \$    |
| 12.                       |      |             |          | \$         | \$    |
| 13.                       |      |             |          | \$         | \$    |
| 14.                       |      |             |          | \$         | \$    |
| 15.                       |      |             |          | \$         | \$    |
| 16.                       |      |             |          | \$         | \$    |
| 17.                       |      |             |          | \$         | \$    |
| 18.                       |      |             |          | \$         | \$    |
| 19.                       |      |             |          | \$         | \$    |
| 20.                       |      |             |          | \$         | \$    |
| SUB-TOTAL                 |      |             |          | \$         | \$    |

CLOUD PRICING CONTINUED

| I. OTHER  |      |             |          |            |       |
|-----------|------|-------------|----------|------------|-------|
| Item #    | Name | Description | Quantity | Unit Price | TOTAL |
| 1.        |      |             |          | \$         | \$    |
| 2.        |      |             |          | \$         | \$    |
| 3.        |      |             |          | \$         | \$    |
| 4.        |      |             |          | \$         | \$    |
| 5.        |      |             |          | \$         | \$    |
| 6.        |      |             |          | \$         | \$    |
| 7.        |      |             |          | \$         | \$    |
| 8.        |      |             |          | \$         | \$    |
| 9.        |      |             |          | \$         | \$    |
| 10.       |      |             |          | \$         | \$    |
| 11.       |      |             |          | \$         | \$    |
| 12.       |      |             |          | \$         | \$    |
| 13.       |      |             |          | \$         | \$    |
| 14.       |      |             |          | \$         | \$    |
| 15.       |      |             |          | \$         | \$    |
| 16.       |      |             |          | \$         | \$    |
| 17.       |      |             |          | \$         | \$    |
| 18.       |      |             |          | \$         | \$    |
| 19.       |      |             |          | \$         | \$    |
| 20.       |      |             |          | \$         | \$    |
| SUB-TOTAL |      |             |          | \$         | \$    |

## CLOUD PRICING CONTINUED

| J. ASSUMPTIONS |  |
|----------------|--|
| Item #         |  |
| 1.             |  |
| 2.             |  |
| 3.             |  |
| 4.             |  |
| 5.             |  |
| 6.             |  |
| 7.             |  |
| 8.             |  |
| 9.             |  |
| 10.            |  |
| 11.            |  |
| 12.            |  |
| 13.            |  |
| 14.            |  |

|     |  |
|-----|--|
| 15. |  |
| 16. |  |
| 17. |  |
| 18. |  |
| 19. |  |
| 20. |  |

| Item # | ITEM                       | TOTAL |
|--------|----------------------------|-------|
| 1.     | A. SOFTWARE                | \$    |
| 2.     | B. HARDWARE                | \$    |
| 3.     | C. INTERFACES              | \$    |
| 4.     | D. DATA CONVERSION         | \$    |
| 5.     | E. PROFESSIONAL SERVICES   | \$    |
| 6.     | F. TRAINING                | \$    |
| 7.     | G. TRAVEL/LIVING           | \$    |
| 8.     | H. MAINTENANCE AND SUPPORT | \$    |
| 9.     | I. OTHER                   | \$    |
|        | GRAND TOTAL                | \$    |



Describe your proposed payment schedule based on verifiable deliverables and/or project milestones. Include in your project timeline indications of the milestones listed below.

| Payment # | Description of Milestone | TOTAL |
|-----------|--------------------------|-------|
| 1.        |                          | \$    |
| 2.        |                          | \$    |
| 3.        |                          | \$    |
| 4.        |                          | \$    |
| 5.        |                          | \$    |
| 6.        |                          | \$    |
| 7.        |                          | \$    |
| 8.        |                          | \$    |
| 9.        |                          | \$    |
| 10.       |                          | \$    |
| 11.       |                          | \$    |
| 12.       |                          | \$    |
| 13.       |                          | \$    |
| 14.       |                          | \$    |
| 15.       |                          | \$    |
| 16.       |                          | \$    |
| 17.       |                          | \$    |
| 18.       |                          | \$    |
| 19.       |                          | \$    |
| 20.       |                          | \$    |
| 21.       |                          | \$    |
| 22.       |                          | \$    |
| 23.       |                          | \$    |
| 24.       |                          | \$    |

**APPENDIX G.**  
**GENERAL TERMS AND CONDITIONS FOR**  
**Police Records Management and Report Writing System**

The following outlines the City's General Terms and Conditions for acquisition of the Police Records Management and Report Writing System. Please review these Terms and Conditions carefully. As indicated, these Terms and Conditions are meant to be non-negotiable, but reasonable requests for modification may be granted at the City's sole discretion. If the Vendor takes exception to any of the listed requirements, those exceptions must be noted on the RFP Exceptions form in Appendix E.

| <b>CITY REQUIREMENTS</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Definitions</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| The following Definitions shall apply to each subsection of the following terms and conditions of this Request for Proposal for the records management and report writing system, hereinafter referred to as "RMS".                                                                                                                                                                                                                                                                   |
| <b>"Acceptance Date"</b> means the date on which the RMS is accepted by City, as indicated by execution of a Certificate of Completion. City will have a minimum of sixty (60) days after the Go-Live date of each phase to test the system in full production use and to identify non-conforming elements to be corrected. The Certificate of Execution will be executed once all non-conforming elements have been corrected by Vendor, except for minor or inconsequential errors. |
| <b>"Acceptance Test Specifications"</b> means the testing specifications set forth in the Definitive Agreements for determining if the RMS, as installed and configured, meets or exceeds the Acceptance Tests and is free from Defects.                                                                                                                                                                                                                                              |
| <b>"Acceptance Tests"</b> means the manner and means of acceptance testing of the RMS and the Services, as described in the Definitive Agreements.                                                                                                                                                                                                                                                                                                                                    |
| <b>"Certificate of Completion"</b> means a written certificate, signed by authorized representatives of City and Vendor, stating that (1) the RMS has been completely delivered, assembled, installed, and tested at the Site in accordance with the requirements of the Definitive Agreement; (2) as so assembled and installed, the RMS satisfies the Acceptance Tests; and (3) the RMS conforms to the Specifications.                                                             |
| <b>"City Data"</b> shall mean any data or information of City that is provided to or obtained by Vendor in the performance of its obligations under the Definitive Agreements, including data and information with respect to the operations, customers, operations, facilities, markets, assets, and finances of City.                                                                                                                                                               |

## CITY REQUIREMENTS

City Data also shall mean any data or information created, generated, collected or processed by Vendor in the performance of its obligations under the Definitive Agreement, data processing input and output, Service Level measurements, asset information, third party service and product agreements, contract charges, and retained and pass-through expenses.

**"Confidential Information"** shall mean all information, data (including the City Data) and specifications furnished by the City to Vendor, whether before or after the date hereof and whether in oral, written, electronic or graphic format, including, but not limited to financial information, business plans, strategic plans, pricing information, designs, procedures, methods of operation, formulas, data flow analyses, drawings, sketches, specifications, schematics, discoveries, inventions, research and development, improvements, source code and object code, concepts, ideas, processes, know-how and documentation, whether or not such information, data or specifications have been affixed with a restrictive, confidential or proprietary legend of City. Confidential information shall not include such information, data and materials as City agrees in writing is not proprietary or confidential to City or which: (i) is or becomes publicly available by other than unauthorized disclosure by Vendor; (ii) is independently developed by Vendor without use of any Confidential Information; or (iii) is received from a third party who has lawfully obtained such Confidential Information without a confidentiality restriction. All copies of Confidential Information, or parts thereof, made by Vendor shall also be considered Confidential Information.

**"Defect"** means any failure of the RMS to operate in conformity with the Specifications and other requirements set forth in the Definitive Agreements.

**"Definitive Agreement"** means a final, mutually agreed and executed contract.

**"Documentation"** means user guides, operating manuals, education materials, product descriptions and specifications, technical manuals, videos, supporting materials, emails clarifying functionality or technical specifications, and other information relating to the Equipment, the Software or the RMS or used in conjunction with the Services, whether distributed in print, magnetic, electronic, or video format.

**"RMS"** means the Software, Equipment and associated attachments, features, accessories, peripherals and wiring, integrated with the Vendor Software and Third-Party Software (and all additions, modifications, substitutions, upgrades or enhancements to such system) along with the Services, meeting the Specifications.

**"Escrow Materials"** shall mean the Vendor Software and Materials, in both object code and Source Code form, together with all documentation thereto, which shall include all relevant commentary, including, but not limited to, explanation, flow charts, algorithm and

| CITY REQUIREMENTS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| subroutine descriptions, memory and overlap maps, designs, architecture and other similar materials, for the Vendor Software and Materials.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <p><b>"Equipment"</b> shall mean all network, infrastructure, telecommunications, and computing equipment procured or provided by Vendor as part of the RMS, including, but not limited to (a) server and distributed computing equipment and associated attachments, features, accessories, peripheral devices, and wiring (b) personal computers, laptop computers and workstations and associated attachments, features, accessories, peripheral devices, and wiring and (c) telecommunications and network equipment and associated attachments, features, accessories, peripheral devices and wiring.</p>                                                                          |
| <p><b>"Force Majeure"</b> includes any act or omission of any civil or military authority, act of God, fire, earthquake, act of terrorism, strike or other labor disturbance, major equipment failure, fluctuation or non-availability of electrical power, heat, light, air-conditioning or telecommunications equipment, or any other act, omission or occurrence beyond reasonable control.</p>                                                                                                                                                                                                                                                                                      |
| <p><b>"Key Vendor Personnel"</b> shall mean the Vendor Personnel filling the positions designated in the Definitive Agreements as Key Vendor Personnel.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <p><b>"Laws"</b> shall mean all federal, state and local laws, statutes, regulations, rules, executive orders, government directives, government circulars, policies or binding pronouncements of or by any government (including any department or agency thereof) having jurisdictional authority over a Party.</p>                                                                                                                                                                                                                                                                                                                                                                   |
| <p><b>"Losses"</b> shall mean all losses, liabilities, damages and claims (including taxes), and all related costs and expenses (including reasonable legal fees and disbursements and costs of investigation, litigation, settlement, judgment, interest and penalties).</p>                                                                                                                                                                                                                                                                                                                                                                                                           |
| <p><b>"Malicious Code"</b> shall mean (a) any code, program, or sub-program whose knowing or intended purpose is to damage or interfere with the operation of the computer system containing the code, program or sub-program, or to halt, disable or interfere with the operation of the Software, code, program, or sub-program, itself, or (b) any code, program or sub-program that permits any unauthorized person to circumvent the normal security of the Software or the system containing the code. This could include, but is not limited to "viruses," "worms," "backdoor entries," "time bombs," "Trojan horses," "lockout devices," and other disruptive technologies.</p> |
| <p><b>"Materials"</b> shall mean, collectively, software, literary works, other works of authorship, specifications, design documents and analyses, programs, program listings, programming tools, documentation, reports, videos, drawings and similar work product prepared by Vendor Personnel as part of the Services.</p>                                                                                                                                                                                                                                                                                                                                                          |

| CITY REQUIREMENTS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>"Proposal"</b> means Vendor's Proposal made in response to the Request for Proposal, together with all supplements and clarifications thereto.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <p><b>"Request for Proposal"</b> or <b>"RFP"</b> means City's Request for Proposal #17-18, Police Records Management and Report Writing System and Implementation, together with all supplements and clarifications issued by City in writing.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <p><b>"Services"</b> includes, but is not limited to, installation, integration, education, acceptance testing, and support, maintenance, training, development, warranty, and time and materials services, provided or to be provided by Vendor pursuant to the Definitive Agreement.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <p><b>"Software"</b> means the Vendor Software and the Third Party Software, and all Documentation, materials and media related thereto.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <p><b>"Source Code"</b> means a human-readable copy of the source code (the computer instructions in human readable computer language) to the Vendor Software and Materials, plus any pertinent commentary or explanation that may be used by Vendor's programmers, although not necessarily those incorporating the program, and shall include Documentation, statements or principles of operation, and schematics, all as necessary or useful for the effective understanding, maintenance and use of the Source Code. To the extent that the development environment employed by Vendor for the development, maintenance, compilation, and implementation of the Source Code includes any device, programming, or Documentation not commercially available to City on reasonable terms through readily known sources other than Vendor, the Source Code shall include all such devices, programming, or Documentation. The foregoing reference to such development environment is intended to apply to any programs, including compilers, workbenches, tools, and high-level (or proprietary) languages, used by Vendor for the development, maintenance, and implementation of the Source Code.</p> |
| <p><b>"Specifications"</b> means the functional, performance, operational, compatibility, and other specifications or characteristics of the RMS described in the Definitive Agreement, the RFP, the Proposal, the applicable Documentation and other such specifications or characteristics of the RMS agreed upon in writing by the Parties.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <p><b>"Statement of Work"</b> means the schedule for delivery, implementation and testing of the RMS and the performance of the Services, as set forth in the Definitive Agreements, mutually agreed to by City and Vendor. It will include major work activities, responsible party, project phases, and scope of work, timeline, project teams, and roles, expected hours by activity and role, and deliverables. The Statement of Work ("SOW") will be agreed</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |

| <b>CITY REQUIREMENTS</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| to by both parties prior to execution of the Definitive Agreement and included as part of such agreement for the delivery and implementation of the RMS.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>"Subcontractors"</b> shall mean the subcontractors of Vendor that the City has approved in advance.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>"Third Party Software"</b> means the software that is purchased or licensed by Vendor from any source external to Vendor (i.e., Vendor acts as a distributor, re-seller, or supplier) and licensed to the City under the terms of the Definitive Agreements.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>"Vendor Personnel"</b> shall mean those employees, representatives, contractors, Subcontractors and agents of Vendor and Vendor Subcontractors who perform any Services under the Definitive Agreements. City has the right to review and approve in advance all Vendor Personnel assigned to this RMS project.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>"Vendor Software"</b> means the computer programs, in object code form, provided or to be provided by Vendor pursuant to the Definitive Agreement. Vendor Software includes any modifications, corrections, improvements, updates, releases, or other changes to Vendor Software which are provided or to be provided as part of Vendor's performance of Service obligations under the Definitive Agreements.                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>"Warranty Period"</b> means a period of five years from the Acceptance Date, as indicated by the date of execution of the Certificate of Completion by both Parties.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>II. General Terms and Conditions</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>Scope of Work.</b> Defines the work, including but not limited to Software functionality, Vendor services, level of effort and other efforts for the RMS Project. Vendor shall supply the RMS, Documentation and Services, all in accordance with the terms of the Definitive Agreements and the Specifications, within the time frames and milestones specified in the Statement of Work.                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>Acceptance.</b> Payment for any part or parts of the RMS, or inspection or testing thereof by City, shall not constitute acceptance or relieve Vendor of its obligations under the Definitive Agreements. City shall be deemed to have accepted the RMS and Services only upon City's execution and delivery of a Certificate of Completion. Acceptance of the RMS does not waive any warranty or other rights provided in the Definitive Agreements for the RMS or Services. City will have a minimum of sixty (60) days after the Go-Live date of each phase to test the system in full production use and to identify non-conforming elements to be corrected. The Certificate of Execution will be executed once all non-conforming elements have been corrected by Vendor, except for minor or inconsequential errors. |

## CITY REQUIREMENTS

**Inspection.** City may inspect the components of the RMS when delivered and reject upon notification to Vendor any and all components of the RMS which does not conform to the Specifications or other requirements of the Definitive Agreements. Components of the RMS which are rejected shall be promptly corrected, repaired, or replaced by Vendor in accordance with Vendor's warranty obligations under the Definitive Agreements, such that the RMS conforms to the Specifications and the other requirements of the Definitive Agreements. If City receives components of the RMS with Defects not reasonably apparent on inspection, then City reserves the right to require prompt correction, repair, or replacement by Vendor in accordance with Vendor's warranty obligations under the Definitive Agreements following the discovery of such Defect. If the RMS is hosted off-site, City has the right to inspect and audit all facilities, infrastructure, policies and procedures, personnel, equipment, documentation involved with this RMS project.

**Problems.** Vendor agrees to notify City within 24 hours of any factor, occurrence, or event coming to its attention that may affect Vendor's ability to meet the requirements of the Definitive Agreements, or that is likely to occasion any delay in completion of the projects contemplated by the Definitive Agreements. Such notice shall be given in the event of any loss or reassignment of Vendor Personnel, threat of strike, or major equipment failure or other force majeure event.

**Time of Performance.** Time is of the essence with respect to each and every term and provision of the Definitive Agreements.

**Performance Bond.** At the City's request, vendors shall provide City a faithful performance bond executed by a corporate surety authorized and admitted to transact a surety business in the State of Washington in the amount of 100% of the Agreement amount, and submit same within fifteen (15) calendar days of execution of the Definitive Agreements and prior to such time as Vendor shall commence any work under the Definitive Agreements. This performance bond shall guarantee the faithful performance of the Definitive Agreements. The performance bond shall provide that City shall have the right to approve any contractor chosen by the surety to complete any uncompleted work under the Definitive Agreements. (Vendor may propose an alternative performance security arrangement to meet this minimum requirement. Such alternative shall be equally secure and liquid, and subject to the approval of the City.)

**Gratuities.** City may, by written notice to Vendor, terminate Vendor's right to proceed under the Definitive Agreements upon one (1) calendar days' notice, if City finds that gratuities in the form of entertainment, gifts, or otherwise were offered or given by Vendor or any agent as representative of Vendor, to any official, officer or employee of City, provided that the existence of the facts upon which makes such finding shall be an issue and may be reviewed by a court of competent jurisdiction in the event of such termination, City shall be entitled to pursue the same remedies against Vendor as it could pursue in the

## CITY REQUIREMENTS

event of default by Vendor. Notwithstanding the preceding, Vendor is not prohibited from providing room and board for the City personnel to attend Vendor sponsored training seminars or schools which are generally held outside of the City and are available to all Vendor's customers, and are a regular element of Vendor's training program.

**Alterations and Changes.** City reserves the right, without impairing Vendor, to require additional Equipment or Services, to omit, cancel or eliminate Agreement items, to alter details of implementation or installation, and to make other changes and alterations as necessary or desirable, in City's judgment, to satisfactorily complete the project contemplated by the Definitive Agreements. Vendor shall perform such changed, additional, increased, decreased, varied or altered obligations upon written notice to that effect from City. Compensation for such alterations or changes will be made on such basis as may have been agreed to by the Parties, or in the case no such agreement have been made, a fair and equitable allowance shall be made with respect to compensation due Vendor. Except as may be otherwise provided in the Definitive Agreements, no payment for extras will be made unless such extras and the compensation to be paid therefore have been authorized in writing by the City Project Manager.

**Delays.** In the event of a delay in delivery of all or any portion of the RMS, or in the event of a delay in the performance of Services, which is not excused in the Definitive Agreement, City may cancel without charge all or any portion of the RMS or Services for which delivery or performance has been so delayed. If, in City's opinion, the delivered portion of the RMS is not operable without the remaining undelivered portion of the RMS, City may, at Vendor's expense, return any delivered portion of the RMS to Vendor. City shall not be liable for any expenses incurred by Vendor for canceled, undelivered, or returned portions of the RMS. City shall receive a refund of all amounts paid to Vendor with respect to the canceled and/or returned portion of the RMS and Services.

**Permits and Laws.** Vendor shall at its own expense secure any and all licenses, permits or certificates that may be required by any Laws for the performance of Vendor's obligations under the Definitive Agreements. Vendor shall also comply with the provisions of all Laws in Vendor's performance under the Definitive Agreements. At Vendor's own expense and at no cost to City, Vendor shall make any change, alteration or modification that may be necessary which arise out of Vendor's failure to comply with Laws.

**Audit Rights.** Vendor shall provide such employees and independent auditors and inspectors as City may designate with reasonable access to all sites from which Services are performed for the purposes of performing audits or inspections of Vendor's operations and compliance with the Definitive Agreements. Vendor shall provide such auditors and inspectors any reasonable assistance that they may require. Such audits shall be conducted



## CITY REQUIREMENTS

in such a way so that the Services or services to any other customer of Vendor are not impacted adversely.

**Third Party Contractors.** City may hire contractors, subcontractors, consultants, and/or other third parties ("City Third Party Contractors") to perform any part of the Services or to provide other services. Vendor shall fully cooperate with and work in good faith with City Third Party Contractors as directed by City and shall do so at no additional charge to City. Such cooperation shall include, at no additional charge to City: (a) providing access to any facilities being used to provide the Services, as necessary for City Third Party Contractors to perform the work assigned to them; (b) providing access to the RMS; or (c) providing written requirements, standards, policies, specifications or other Documentation for the RMS.

**Insurance.** Vendor agrees to keep in full force and effect and maintain at its sole cost and expense the following policies of insurance during the term of the Definitive Agreements:

- (a) Workers' Compensation and Employer's Liability Insurance: (i) Statutory Worker's Compensation including occupational disease in accordance with law. The limits and aggregates noted above must apply to the Stop Gap Coverage as well. This must be indicated on the certificate of insurance; (ii) Employer's Liability Insurance with minimum limits of \$100,000.00 per employee by accident/\$100,000.00 per employee by disease/\$500,000.00 policy limit by disease.
- (b) Commercial General Liability Insurance (including contractual liability insurance) providing coverage for bodily injury and property damage with a combined single limit of not less than One Million dollars (\$1,000,000.00) aggregate/Five Hundred Thousand Dollars (\$500,000.00) per occurrence.
- (c) Commercial Business Automobile Liability Insurance including coverage for all owned, non-owned, leased, and hired vehicles providing coverage for bodily injury and property damage liability with a combined single limit of not less than Two Million Dollars (\$2,000,000.00) per occurrence.
- (d) Professional Liability/Errors and Omissions Insurance covering acts, errors and omissions arising out of Vendor's operations or services in an amount not less than One Million Dollars (\$1,000,000.00) per occurrence.
- (e) Employee Dishonesty and Computer Fraud Insurance covering losses arising out of or in connection with any fraudulent or dishonest acts committed by Vendor personnel, acting alone or with others, in an amount not less than One Million Dollars (\$1,000,000.00) per occurrence.

All such insurance shall be procured with such insurance companies of good standing, permitted to do business in the country, state or territory where Vendor has operations. Vendor shall provide City with certificates of insurance evidencing compliance with this Section. Vendor's insurance policies as required under Sections (b), (c) and (e) shall name City and all of its elected officials, representatives, servants, volunteers, contractors, and employees as Additional Insured for any and all liability arising at any time in connection

## CITY REQUIREMENTS

with Vendor's performance under the Definitive Agreements by endorsement CG 20 10 11 85 which must be attached to the certificate and copies of all policies shall be furnished to the City upon request.

Such insurance afforded to City shall be primary insurance and any other valid insurance existing for City's benefit shall be excess of such primary insurance.

Vendor shall take such actions with regard to its policy or policies of insurance as are necessary to cause the policy or policies to comply with the requirements stated herein. The obligation of Vendor to provide the insurance specified herein shall not limit in any way any obligation or liability of Vendor provided elsewhere in the Definitive Agreements.

**Confidentiality.** Vendor hereby agrees that all Confidential Information shall be and was received in strict confidence, shall be used only for purposes of the Definitive Agreements, and shall not be disclosed by Vendor or Vendor Personnel without the prior written consent of City. This provision shall not apply to Confidential Information which is (1) already known by Vendor without an obligation of confidentiality, (2) publicly known or becomes publicly known through no unauthorized act of Vendor, (3) rightfully received from a third party (other than a City employee or agent) without obligation of confidentiality, (4) disclosed without similar restrictions by City to a third party, (5) approved by City for disclosure, or (6) required to be disclosed pursuant to a requirement of a governmental agency or law so long as Vendor provides City with timely prior written notice of such requirement. Information received by City from Vendor shall only be considered proprietary and/or confidential after a separate confidentiality agreement has been executed by a duly authorized representative of each Party for the specific purpose of disclosing such information.

**Public Disclosure Compliance.** The parties acknowledge that the City of Vancouver is an "agency" within the meaning of the Washington Public Records Act, Ch 42.56 RCW, and that materials submitted by the Vendor to the City become public record. Such records may be subject to public disclosure, in whole or part and may be required to be released by the City in the event of a request for disclosure. In the event the City receives a public record request for information the Vendor has marked as "Confidential-Exempt from Disclosure," the City shall notify the Vendor of such request and withhold disclosure of such information for not less than five (5) business days, to permit the Vendor to seek judicial protection of such information, provided that the Vendor shall be responsible for attorney fees and costs in such action. The vendor shall save and hold harmless the City from any costs, attorney fees or penalty assessment under Ch.42.17 RCW for withholding or delaying public disclosure of such information.

**Media Releases.** Except for any announcement intended solely for internal distribution by Vendor or any disclosure required by legal, accounting, or regulatory requirements beyond the reasonable control of Vendor, all media releases, public announcements, or public

## CITY REQUIREMENTS

disclosures (including, but not limited to, promotional or marketing material) by Vendor or its employees or agents relating to the Definitive Agreement or its subject matter, or including the name, trade mark, or symbol of City, shall be coordinated with and approved in writing by City prior to the release thereof.

Vendor shall not represent directly or indirectly that the RMS or Services provided by Vendor to City has been approved or endorsed by City or include the name, trade mark, or symbol of City on a list of Vendor's customers without City's express written consent.

**Nonexclusive Market and Purchase Rights.** It is expressly understood and agreed that the Definitive Agreements do not grant to Vendor an exclusive right to provide to City any or all of the RMS and Services and shall not prevent City from developing or acquiring from other suppliers systems, computer software programs or services similar to those provided by Vendor. Vendor agrees that acquisitions by City pursuant to the Definitive Agreements shall neither restrict the right of City to cease acquiring nor require City to continue any level of such acquisitions. Estimates or forecasts furnished by City to Vendor as part of this RFP or during the term of the Definitive Agreements shall not constitute commitments.

**Governing Law and Venue.** The rights and obligations of the Parties under the Definitive Agreements shall not be governed by the provisions of the 1980 United Nations Convention on Contracts for the International Sale of Goods. Rather these rights and obligations shall be governed by the laws, other than choice of law rules, of the State of Washington. The Parties agree that any action to enforce any provision of the Definitive Agreements shall be brought in the superior court of Clark County, Washington. Each party consents to jurisdiction and venue before such court.

**Discrepancy and Omissions.** If anything necessary for the clear understanding of the RMS or Services has been omitted from the Specifications or it appears that various instructions are in conflict, Vendor shall secure written instructions from City's project director before proceeding with the performance under the Definitive Agreements.

**Residuals.** Nothing in the Definitive Agreements shall restrict any employees or representatives of a Party who retain solely in intangible form after performing the obligations of such Party under the Definitive Agreements, general ideas, concepts, know-how, or techniques relating to data processing or network management which either Party, individually or jointly, develops or discloses to such employee or representative while such employee or representative is performing the obligations, or exercising the rights, of a Party under the Definitive Agreements, from using such ideas, concepts, know-how, or techniques for the benefit of either Party, except to the extent that such use infringes upon any patent or copyright of a Party, provided, however, that this Section shall not be deemed to limit either Party's obligations under the Definitive Agreements with respect to the disclosure or use of Confidential Information.

## CITY REQUIREMENTS

**Assignment.** Vendor may not assign the Definitive Agreements or any rights or duties there under, by operation of law or otherwise, without the prior written consent of City.

No such assignment shall relieve Vendor of its covenants and agreements under the Definitive Agreements, and Vendor shall continue to be liable as a principal and not as guarantor or surety to the same extent as though no assignment had been made.

### III. Project Management and Vendor Personnel

**Project Managers.** Vendor and City shall each appoint a designated "Project Manager." The Project Managers will be responsible for day-to-day communications between the Parties regarding the subject matter of the Definitive Agreements. City may change its Project Manager at any time and from time to time by giving Vendor written notice. The Vendor Project Manager shall be considered one of the Vendor Key Personnel.

**Approval of Key Vendor Personnel.** Before assigning an individual to act as one of the Key Vendor Personnel whether as an initial assignment or a subsequent assignment, Vendor shall notify City of the proposed assignment, shall introduce the individual to appropriate City representatives, shall provide reasonable opportunity for City representatives to interview the individual, and shall provide City with a resume and such other information about the individual as may be reasonably requested by City. If City in good faith objects to the proposed assignment, the Parties shall attempt to resolve City's concerns on a mutually agreeable basis. If the Parties have not been able to resolve City's concerns within ten (10) business days, Vendor shall not assign the individual to that position and shall timely propose to City the assignment of another individual of suitable ability and qualifications.

**Continuity.** Vendor shall not transfer, reassign or remove any of the Key Vendor Personnel (except as a result of voluntary resignation, involuntary termination for cause, illness, disability, or death) during the specified period in the Statement of Work without City's prior approval, which City may withhold in its sole discretion.

With respect to all other Vendor Personnel, Vendor will use its diligent efforts to ensure the continuity of Vendor Personnel assigned to perform Services under the Definitive Agreements.

**Assignment of Personnel.** Vendor shall assign sufficient numbers of Vendor Personnel to provide the Services in accordance with the Definitive Agreements and such Vendor Personnel shall possess suitable competence, ability, experience and qualifications and shall be properly educated and trained for the Services they are to perform. City may require each Vendor Personnel providing Services to undergo a background investigation, including, but not limited to a criminal records and fingerprint check.

## CITY REQUIREMENTS

Vendor shall promptly replace any Vendor Personnel found to be unacceptable to City, in its discretion, on the basis of the results of a background investigation.

**Replacement of Personnel.** In the event that City determines in good faith that the continued assignment to City of any Vendor Personnel (including Key Vendor Personnel) is not in the best interests of City, then City shall give Vendor written notice to that effect requesting that such Vendor Personnel be replaced. Promptly after its receipt of such a request by City, Vendor shall investigate the matters stated in the request and discuss its findings with City. If requested to do so by City, Vendor shall immediately remove the individual in question from all City facilities pending completion of Vendor's investigation and discussions with City. If, following discussions with Vendor, City still in good faith requests replacement of such Vendor Personnel, Vendor shall promptly replace such Vendor Personnel with an individual of suitable ability and qualifications. Nothing in this provision shall operate or be construed to limit Vendor's responsibility for the acts or omission of the Vendor Personnel

**OSHA/WISHA.** Vendor certifies that it is in compliance with the conditions of the Federal Occupational Safety and Health Act of 1970 (OSHA), the Washington Industrial Safety and Health act of 1973 (WISHA), and the standards and regulations issued thereunder and certifies that all items furnished or purchased under the Definitive Agreements will conform to and comply with said standards and regulations. Vendor further agrees to indemnify and hold harmless City from all damages assessed against City as a result of Vendor's failure to comply with these acts and the standards issued thereunder and for the failure of the items furnished under the Definitive Agreements to so comply.

**Equal Employment.** During the performance of the Definitive Agreements, Vendor agrees that Vendor Personnel performing Services in the United States must be United States citizens or lawfully admitted in the United States for permanent residence or lawfully admitted in the United States holding a visa authorizing the performance of Services on behalf of Vendor.

Vendor shall not discriminate against any Vendor Personnel, applicant for employment, or any member of the public because of race, color, religion, sex, sexual orientation, national origin or any other class protected by federal, state or local employment discrimination laws. Vendor shall ensure that Vendor Personnel are treated equally during employment, without regard to their race, color, religion, sex, sexual orientation, national origin or any other class protected by federal, state or local employment discrimination laws. Such action shall include, but not be limited to, the following: employment, upgrading, demotion, transfer, recruitment, advertising, layoff or termination, rates of pay or other forms of compensation and selection for training, including apprenticeship.

## CITY REQUIREMENTS

**Use of Subcontractors.** Vendor shall not subcontract any of its responsibilities without City's prior written approval, which may be withheld in City's sole discretion. Prior to entering into a subcontract with a third party for the Services, Vendor shall (i) give City reasonable prior written notice specifying the components of the Services affected, the scope of the proposed subcontract, the identity and qualifications of the proposed Subcontractor, and the reasons for subcontracting the work in question; and (ii) obtain City's prior written approval of such subcontractor. City also shall have the right to revoke its prior approval of a subcontractor and direct Vendor to replace such Subcontractor as soon as possible. Vendor shall be responsible for any failure by any Subcontractor or Subcontractor personnel to perform in accordance with the Definitive Agreements or to comply with any duties or obligations imposed on Vendor under the Definitive Agreements to the same extent as if such failure to perform or comply was committed by Vendor or Vendor Personnel. Vendor shall be City's sole point of contact regarding the Services, including with respect to payment.

**Compliance With Rules.** While at the City facilities, Vendor Personnel shall (i) comply with the rules and regulations that City sets regarding personal and professional conduct (including compliance with City's dress code, the wearing of an identification badge provided by City, and adherence to City's regulations and general safety practices and procedures) generally applicable to such City Facilities, (ii) comply with reasonable requests of City personnel pertaining to personal and professional conduct, and (iii) otherwise conduct themselves in a businesslike manner.

Vendor agrees to immediately remove any Vendor Personnel who engage in Substance Abuse while on City facilities or while performing Services. "Substance Abuse" includes the sale, attempted sale, possession or use of illegal drugs, drug paraphernalia, or alcohol, or the misuse of prescription or non-prescription drugs.

**Compensation and Benefits.** Vendor shall provide for and pay the compensation of Vendor Personnel and shall pay all taxes, contributions, and benefits (such as, but not limited to, workers' compensation benefits) which an employer is required to pay relating to the employment of employees. City shall not be liable to Vendor or to any Vendor Personnel for Vendor's failure to perform its compensation, benefit, or tax obligations. Vendor shall indemnify, defend and hold City harmless from and against all such taxes, contributions and benefits and will comply with all associated governmental regulations, including the filing of all necessary reports and returns.

**Relation of Parties.**

The Contractor, its sub-contractors, agents and employees are independent contractors performing professional services for City and are not employees of City. The Contractor, its subcontractors, agents and employees, shall not, as a result of this Agreement, accrue leave, retirement, insurance, bonding or any other benefits afforded to City employees.



| CITY REQUIREMENTS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>The Contractor, sub-contractors, agents and employees shall not have the authority to bind City in any way except as may be specifically provided herein.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <p><b>E-Verify.</b> Contractor shall register and enter into a Memorandum of Understanding (MOU) with the Department of Homeland Security E-Verify program within sixty (60) days after execution of this Agreement. Contractor shall ensure all Contractor employees and any sub-contractor(s) assigned to perform work under this Agreement are eligible to work in the United States. Contractor shall provide verification of compliance upon City request. Failure by Contractor to comply with this subsection shall be considered a material breach.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <p><b>IV. Representations and Warranties</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <p><b>General.</b> Vendor represents and warrants that (a) it has all necessary rights, licenses and approvals required to provide the Services and to provide City with the rights in the RMS and City shall be entitled to use the RMS without disturbance; (b) all obligations owed to the third parties with respect to the activities contemplated to be undertaken by Vendor pursuant to the Definitive Agreements are or will be fully satisfied by Vendor so that City will not have any obligations (other than obligations set forth in the Definitive Agreements) with respect thereto; (c) Vendor’s obligations under the Definitive Agreements are not in conflict with any other Vendor obligations; (d) Vendor will comply with all applicable Laws in the performance of its obligations under the Definitive Agreements; and (e) Vendor’s arrangements with its Subcontractors who provide services to Vendor in connection with the performance of Vendor’s obligations under the Definitive Agreements shall be in compliance with the terms and conditions of the Definitive Agreements.</p> |
| <p><b>Defects.</b> Vendor represents and warrants that, during the Warranty Period, the RMS and all components thereof shall comply with the Specifications, be free from errors in operation and performance and be free from Defects.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <p><b>Malicious Code.</b> Vendor represents and warrants that it shall use its best efforts to prevent the introduction and proliferation of any Malicious Code into the RMS or City's information technology environment. Without limiting Vendor’s other obligations under the Definitive Agreements, Vendor covenants that, in the event any Malicious Code is found in the RMS or City information technology environment, if such Malicious Code originated in the Equipment, Software or other resources provided by Vendor under the Definitive Agreements, Vendor shall remove such Malicious Code at its expense and indemnify City for all Losses incurred by City as a result of such Malicious Code.</p>                                                                                                                                                                                                                                                                                                                                                                                             |
| <p><b>Disabling Code.</b> Vendor represents and warrants that Vendor shall not insert into the RMS any code which could be invoked to disable or otherwise shut down all or any portion of the RMS. Vendor further represents and warrants that no portion of the RMS contains any “back door,” “time bomb,” “Trojan horse,” “worm,” “virus,” or other computer software</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |

## CITY REQUIREMENTS

routines or hardware components designed to (a) permit access or use of either the RMS or City's computer systems by Vendor or a third party not authorized by the Definitive Agreements, (b) disable, damage or erase the RMS or any information or data stored therein.

With respect to any disabling code that may be part of the RMS, Vendor shall not invoke or cause to be invoked such disabling code at any time, including upon expiration or termination of the Definitive Agreements for any reason, without City's prior written consent.

For purposes of this provision, code that serves the function of ensuring software license compliance (including passwords) shall not be deemed disabling code, provided that Vendor notifies City in advance of all such code and obtains City's approval prior to installing such code in the RMS.

**Intellectual Property.** Vendor represents and warrants that at the time of delivery to City, no element of the RMS and/or methodology provided under the Definitive Agreements is the subject of any litigation ("Litigation"), and (2) Vendor has all right, title, ownership interest, and/or marketing rights necessary to provide the RMS and/or methodology to City and that each License, the RMS System and/or methodology, and their sale, license, and use hereunder do not and shall not directly or indirectly violate or infringe upon any copyright, patent, trade secret, or other proprietary or intellectual property right of any third party or contribute to such violation or infringement ("Infringement").

**Vendor Personnel.** Vendor represents and warrants it will provide sufficient Vendor Personnel to complete the Services within the applicable time frames and milestones established pursuant to the Definitive Agreements. Vendor represents and warrants that Vendor Personnel shall have sufficient skill, knowledge, and training to perform Services and that the Services shall be performed in a professional and workmanlike manner consistent with industry standards. Vendor represents and warrants that all Vendor Personnel utilized by Vendor in performing Services are under a written obligation to Vendor requiring the Vendor Personnel to maintain the confidentiality of Confidential Information.

**Equipment.** Vendor represents and warrants that the Equipment, at the Acceptance Date, will be new and free from Defects in materials and workmanship. Vendor further represents and warrants that City shall obtain good and marketable title to the Equipment, free from any lien or encumbrance.

**Sizing.** Based on Vendor's studies of City's existing systems which are to be replaced by the RMS, and the demonstrations, conversations, correspondence, and the Request for Proposal documents, Vendor has gained an adequate understanding of City's requirements



## CITY REQUIREMENTS

pertaining to an integrated RMS to enable performance of the terms of the Definitive Agreements. Based on this in-depth understanding and combining it with Vendor's knowledge and experience with other municipal organizations, Vendor warrants that the proposed system has been sized to meet City's current needs and accommodate growth in the near future.

### V. Indemnification

**Vendor Indemnification.** Vendor agrees to indemnify, defend and hold harmless City and its officers, directors, employees, agents, successors, and assigns from any and all Losses and threatened Losses due to third party claims arising from or in connection with any of the following: (1) Vendor's breach of any of the representations and warranties set forth in the Definitive Agreements; (2) Vendor's breach of its obligations with respect to City Data or City Confidential Information; (3) Occurrences that Vendor is required to insure against pursuant to the Definitive Agreements, to the extent of Vendor's actual coverage under its insurance policies, or in the event Vendor fails to obtain the applicable insurance policy, to the extent of the coverage required therein; provided, however, that this provision shall not limit City's right to indemnity under any other provision of the Definitive Agreements; (4) Claims by government regulators or agencies for fines, penalties, sanctions or other remedies arising from or in connection with Vendor's failure to perform its responsibilities under the Definitive Agreements; (5) taxes, together with interest and penalties, that are the responsibility of Vendor under the Definitive Agreements; (6) the death or bodily injury of any agent, employee, customer, business invitee, business visitor or other person caused by the negligent design, the supply of improper or defective material or workmanship, or the negligence or other tortious conduct of Vendor or Vendor Personnel; (7) the damage, loss or destruction of any real or tangible personal property caused by the negligence or other tortious conduct of Vendor or Vendor Personnel; and (8) any claim, demand, charge, action, cause of action, or other proceeding asserted against the indemnitee but resulting from an act or omission of Vendor or Vendor Personnel in its capacity as an employer or potential employer of a person.

**Proprietary Rights Indemnification.** Vendor shall indemnify, defend and hold City and all end users and their respective successors, officers, employees, and agents harmless from and against any and all actions, claims, losses, damages, liabilities, awards, costs, and expenses (including legal fees) resulting from or arising out of any Litigation, any breach or claimed breach of the intellectual property representations and warranties made by Vendor, or which is based on a claim of an Infringement and Vendor shall defend and settle, at its expense, all suits or proceedings arising therefrom. City shall inform Vendor of any such suit or proceeding against City and shall have the right to participate in the defense of any such suit or proceeding at its expense and through counsel of its choosing. Vendor shall notify City of any actions, claims, or suits against Vendor based on an alleged Infringement of any Party's intellectual property rights in and to the RMS and/or

## CITY REQUIREMENTS

methodology. In the event an injunction is sought or obtained against use of the RMS and/or methodology or in City's opinion is likely to be sought or obtained, Vendor shall promptly, at its option and expense, either (i) procure for City its end users the right to continue to use the infringing portion(s) of the RMS and/or methodology as set forth in the Definitive Agreements; (ii) replace or modify the infringing portions of the RMS and/or methodology to make its use non-infringing while being capable of performing the same function without degradation of performance, or (iii) if a suitable replacement is not able to be provided in a timely manner, refund to City the amount paid for the applicable license.

### VI. Contract Price, Charges, Payments and Taxes

**Contract Price.** The total price for the purchase of the RMS, including but not limited to the purchase of the Equipment, the license of the Vendor Software and the Third Party Software, and the provision of the Documentation and Services (exclusive of periodic maintenance and support Service payments and other time and material Service payments which are to be made in consideration of the performance of maintenance and support and time and material Services) is a fixed price of \_\_\_\_\_ Dollars (\$\_\_\_\_\_.00) (the "Contract Price").

**Charges.** Charges, prices, and fees ("Charges") and discounts, if any, for maintenance and support Services and time and material Services are as set forth in the Definitive Agreements, in a purchase order, or as otherwise agreed upon by the parties, unless modified as set forth in the Definitive Agreements. Upon City's request, Vendor shall provide to City copies of records which substantiate that City has received the Charges and discounts to which City is entitled to under the Definitive Agreements. Except as expressly provided in the Definitive Agreements, Vendor and City shall each bear all of its own expenses arising from performance of its obligations under the Definitive Agreements, including (without limitation) expenses relating to personnel, facilities, utilities, Equipment, supplies, clerical and the like.

**Compensation and Schedule of Payments.** City shall pay the Contractor at the rates submitted in the Vendor's proposal for work performed under the terms of this Agreement. This is the maximum amount to be paid under this Agreement and it shall not be exceeded without City's prior written authorization in the form of a negotiated and executed amendment. Such payment shall be full compensation for work performed or services rendered and for all labor, materials, supplies, equipment and incidentals necessary to complete the project as set forth herein. The Contractor shall submit monthly invoices to City covering both professional fees and project expenses, if any, for fees and expenses from the previous month. Payments to Contractor shall be net 30 days.

## CITY REQUIREMENTS

**Taxes.** City shall be responsible for any sales, use, excise, value-added and other taxes and duties payable by Vendor on the Services as a whole or on a particular good or service received by City from Vendor where the tax is imposed on City's acquisition or use of such Services or goods or services from Vendor, and not by Vendor's cost in acquiring the goods or services. The City is not responsible for:

- a) Taxes based upon the net worth, gross income or net income of the Vendor Taxes based upon the franchise of the Vendor;
- b) Taxes based upon the equipment or software, other than that which is licensed in this agreement;
- c) Taxes paid by or for any employee of Vendor.

The Parties will use commercially reasonable efforts to cooperate with each other to enable each to more accurately determine its own tax liability and to minimize such liability to the extent legally permissible. The City reserves the right to review all tax charges and, in no event, will be responsible to pay more than is appropriate or actually paid under applicable law. Vendor will pass on to the City any tax refunds received with respect to the City's previous payment or reimbursement of applicable taxes hereunder.

Each Party shall provide and make available to the other any resale certificates, information regarding out-of-state or out-of-country sales or use of equipment, materials or services, and other exemption certificates or information reasonably requested by either Party. Prior to performing work for the City, Vendor shall secure a City of Vancouver Business License under V.M.C. 5.04.010.

**Modifications to Charges.** Where a change in an established Charge for any of the maintenance and support or time and material Services is provided for in the Definitive Agreement, Vendor shall give to City at least ninety (90) days' prior written notice of such change. Any increase in a Charge shall not occur during the first twenty-four (24) months of the Definitive Agreements, during the term of the applicable purchase order or during the specified period for performance of Services, whichever period is longer. Thereafter, any increase in a Charge shall (1) not occur unless a minimum of twelve (12) months has elapsed since the effective date of the previously established Charge, and (2) not exceed the lesser of the Consumer Price Index or five percent (5%) of such Charge.

**Most Favored Customer.** Vendor's charges to City for Services to be provided under the Definitive Agreements shall be at least as low as Vendor's lowest charges to other customers purchasing the same or substantially similar services in comparable or lower volumes. If Vendor offers lower charges to any other customer for the same or

| <p style="text-align: center;"><b>CITY REQUIREMENTS</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>substantially similar services, Vendor shall adjust the City charges effective as of the date such lower charges were first offered to such other customer.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <p><b>Set Off.</b> With respect to any amount to be paid or reimbursed by City under the Definitive Agreements, City may set off against such amount any liquidated amount that Vendor is obligated to pay City hereunder.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <p><b>Withholding of Payment.</b> City shall pay undisputed Charges when such payments are due under the Definitive Agreements. However, City may withhold payment of Charges that City disputes in good faith. If City in good faith disputes any Charges under the Definitive Agreements, City shall notify Vendor of such disputed amount and the basis for City’s dispute together with any appropriate information supporting City’s position. If City withholds any disputed Charges, City shall pay the undisputed portion of Charges when due. Neither the failure to dispute any Charges or amounts prior to payment nor the failure to withhold any amount shall constitute, operate or be construed as a waiver of any right City may otherwise have to dispute any Charge or amount or recover any amount previously paid.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <p><b>VII. Termination</b></p> <p><b>Termination for Convenience.</b> City may terminate the Definitive Agreements, or any part hereof, for its sole convenience by giving written notice of termination to Vendor. Upon Vendor’s receipt of such notice, Vendor shall, unless otherwise specified in the notice, immediately stop all work thereunder and, to the extent permitted under each applicable subcontract or agreement, give prompt written notice to suppliers and subcontractors to cease all related work. Vendor shall be paid the price specified herein for all non-defective work performed hereunder as of the date of City’s termination notice, such payment to be made within thirty (30) business days after Vendor delivers such work to City, in its then current form, free and clear of all liens. Except for costs necessary to implement City’s termination directive, Vendor shall not be paid for any work done after receipt of such notice, for any costs incurred by Vendor’s suppliers or subcontractors after receipt of City’s termination notice, or for work which Vendor could reasonably have avoided. Notwithstanding the foregoing, in no event shall the aggregate charges to be paid by City under this Section exceed the unpaid portion of the Contract Price.</p> |
| <p><b>Termination for Cause.</b> Except as provided below by the Section below titled “Termination for Non-Payment,” in the event that either Party materially or repeatedly defaults in the performance of any of its duties or obligations set forth in the Definitive Agreements, and such default is not substantially cured within thirty (30) days after written notice is given to the defaulting Party specifying the default, then the Party not in default may, by giving written notice thereof to the defaulting Party, terminate the Definitive Agreements or the</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |

| CITY REQUIREMENTS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| applicable License relating to such default as of a date specified in such notice of termination.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <p><b>Termination for Insolvency or Bankruptcy.</b> The City may immediately terminate the Definitive Agreements by giving written notice to the Vendor in the event of (1) the liquidation or insolvency of the Vendor, (2) the appointment of a receiver or similar officer for the Vendor; (3) an assignment by the Vendor for the benefit of all or substantially all of its creditors, (4) entry by the Vendor into an agreement for the composition, extension, or readjustment of all or substantially all of its obligations, or</p> <p>(5) the filing of a meritorious petition in bankruptcy by or against the Vendor under any bankruptcy or debtors' law for its relief or reorganization.</p>                                                                                                                         |
| <p><b>Termination for Non-Payment.</b> Vendor may terminate the Definitive Agreements or a License granted thereunder if City fails to pay when due any undisputed amounts due and such failure continues for a period of sixty (60) days after the last day payment is due, so long as Vendor gives City written notice of the expiration date of the aforementioned sixty (60) day period at least thirty (30) days prior to the expiration date.</p>                                                                                                                                                                                                                                                                                                                                                                            |
| <p><b>Termination for Non-Appropriation.</b> If funding for this project is not allotted by the City for the next succeeding fiscal period by appropriation, appropriation limitation, grant, or other funding source available to it for purposes of the Definitive Agreements, the Definitive Agreements shall automatically terminate at the end of such current fiscal period for which funds have been allocated, without penalty to City. Such termination shall not constitute an event of default under any other provision of the Definitive Agreements, but City shall be obligated to pay all charges incurred through the end of the current fiscal period. City shall give Vendor written notice of such unavailability of funds not later than thirty (30) days after it receives notice of such unavailability.</p> |
| <p><b>Rights Upon Termination.</b> Unless specifically terminated as set forth in this Section, all Licenses (and City's right to use the Vendor Software in accordance with such Licenses) and purchase orders which require performance or extend beyond the term of the Definitive Agreements shall, at City's option, be so performed and extended and shall continue to be subject to the terms and conditions of the Definitive Agreements. In the event of termination, the City is permitted to retain a non-production, archival copy of the Software that will be kept for use in the event of a requirement of law, by the IRS, by a regulatory or governmental agency, by the City's auditors, or by judicial direction.</p>                                                                                           |
| <p><b>IX. Equipment</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <p><b>Shipment of Equipment.</b> Vendor shall ship any RMS related Equipment, and provide all required software and system manuals and documentation in such manner so as to assure the delivery of such to the City on or before the delivery date specified in the Definitive</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |

## CITY REQUIREMENTS

Agreements and in accordance with the Statement of Work ("Delivery Date"). The Equipment shall be shipped by Vendor Carriage and Insurance Paid (CIP under INCOTERMS) so that the Equipment will be delivered by the Delivery Date to the Site. Upon notice to Vendor delivered at least ten (10) days prior to the Delivery Date, City may delay the shipment of the Equipment for a period of up to ninety (90) days. In the event City so notifies Vendor, the Equipment shall be stored by Vendor until City designates a new Delivery Date. For the purposes of the Definitive Agreements, delivery of the Equipment shall be deemed to have occurred when the last of the components of the Equipment (provided such components conform to the Specifications and requirements of the Definitive Agreements) has been delivered to the Site as evidenced by a bill of lading signed by the carrier ("Delivery"); provided that Delivery shall not have occurred if any Equipment not delivered delays the installation and safe operation of the Equipment. Except as otherwise specifically agreed upon by City in writing, City shall not be required to accept early shipment of any Equipment if such shipment would result in delivery of any portion of such Equipment earlier than ten (10) days prior to the Delivery Date for such Equipment. Shipment will be FOB destination Site.

**Risk of Loss.** Vendor shall retain all risk of loss or damage to the Equipment until the Equipment is delivered to the Site. Risk of loss or damage to the Equipment shall pass to and vest in City upon arrival of the Equipment at the Site. City shall be responsible for all risk of physical loss or damage to the RMS (except loss or damage due to the fault or negligence of Vendor), following delivery of the Equipment to a secure location provided by City at the Site.

**Passage of Title.** Title to the Equipment shall vest in City upon acceptance of the RMS, and Vendor shall promptly execute and deliver to City written documentation which shall be effective to confirm in City good and marketable title to the Equipment being purchased, free and clear of all obligations, mortgages, liens, pledges, custodianship, security interests, or any other encumbrances, claims, or charges of any kind whatsoever.

**Equipment Maintenance.** Vendor agrees to provide on-site maintenance services on inoperable Equipment which are necessary to return the Equipment to good operating condition. All such Equipment maintenance shall be performed during the days and hours, and within the response times, set forth in the Definitive Agreements for each piece of Equipment. Vendor will at no additional charge, provide new replacement parts for the Equipment on an exchange basis required as a result of normal use during the Warranty Period. Parts removed become the property of Vendor. Service or parts required for the Equipment as a result of other than normal use (e.g., accident, fire, lightning, water damage, negligence, misuse or repairs, alterations or modifications performed by persons not authorized by Vendor) are not included and are charged at Vendor's rates set forth in the Definitive Agreements. Service requested by City to be performed at times other than



## CITY REQUIREMENTS

during the Principal Period of Maintenance for such Equipment shall be subject to Vendor's personnel availability and charged to City at rates set forth in the Definitive Agreements.

Vendor will also provide assistance by telephone to answer urgent and immediate questions during the Principal Period of Maintenance. All services to be performed hereunder may be performed by Vendor or by third parties designated by Vendor. All Vendor Equipment Maintenance Services shall be conducted in accordance with the terms contained in the Definitive Agreements.

### **XI. Vendor Software**

**Grant of License.** Vendor grants City and City has a nonexclusive, irrevocable, fully paid, royalty-free, perpetual license to use, execute, store, reproduce, modify, create derivative works of, publicly perform and publicly display, by all means now known or later developed, the Vendor Software and Documentation, in accordance with the terms and conditions of the Definitive Agreements, on behalf of City (a "License"), in connection with City's use of the RMS. City may relocate the Vendor Software onto any hardware or equipment which City may at any time acquire to replace or upgrade the Equipment.

The foregoing License permits City to create, and to engage third parties to create on City's behalf, derivative works of the Vendor Software as may be necessary to modify, maintain, support and update the Vendor Software.

**Copies of License.** City may make two (2) archival copies of the Vendor Software, plus as many copies of both the client and server components of the Vendor Software as are necessary and proper under the normal back-up procedures which are utilized by City.

**Permitted Use.** Any License granted under the Definitive Agreements permits City to concurrently (1) use the Vendor Software in a production environment as described in the Request for Proposal and the Proposal and performing disaster recovery, disaster testing, training, and backup as City deems necessary, (2) use the Vendor Software in a test environment and (3) use, copy and modify Documentation for the purpose of creating and using training materials relating to the RMS and the Vendor Software. Access to and use of the RMS and the Vendor Software by independent contractors of City shall be considered authorized use under the Definitive Agreements.

**APIs.** Vendor shall provide to City a complete set of the standard file transfer interfaces and database formats for the Vendor Software, and City shall have a license to use such materials for purposes of developing interfaces to other City database and computer systems, as well as to any third party software that may be licensed by City.

**Proprietary Markings.** City shall not remove or destroy any proprietary markings or proprietary legends placed upon or contained within the Vendor Software.

## CITY REQUIREMENTS

**Duplication of Documentation.** City may duplicate Documentation, at no additional charge, for City's use so long as all required proprietary markings are retained on all duplicated copies.

**Ownership of Vendor Software and Modifications.** The Vendor Software shall be and remain the property of Vendor or third parties which have granted Vendor the right to license the Vendor Software and City shall have no rights or interests therein except as set forth in the Definitive Agreements. City shall be entitled to modify the Vendor Software and to develop software derivative of or interfacing with the Vendor Software. All modifications of and software derivative of the Vendor Software developed by City shall be and remain the property of City, and Vendor shall have no rights or interests therein.

**Termination of Vendor Software License.** City may terminate any License for any reason by providing written notice to Vendor. If City elects to so terminate a License, City shall return to Vendor or, at City's option, destroy, all copies of the Vendor Software and Documentation in City's possession which are subject of the terminated License, except as may be necessary for archival purposes as noted above.

### **Ownership of City Data**

The City retains all title, right, interests and ownership to all City Data. In the event of a termination of this Contract for any reason, the Vendor shall return all City Data to the City in the Vendor's possession, including all records and data maintained in the RMS. The records and data maintained in the system shall be returned to the City in a non-proprietary format, without technical restrictions or need for de-coding, suitable for reproduction and use by computer and photocopy equipment, and shall consist of a full language statement comprising the City Code and complete data documentation which comprises the design specifications, file types and formats, and all other material necessary to allow a reasonably skilled programmer or analyst to maintain and reuse the records and data without the assistance of Vendor or third-party software that places restrictions on access to the records and data in any way. The vendor agrees no service charge or cost will be assessed to the City for return of City Data or deletion of City Data. City Data which is deemed to be images or attachments to records within the RMS shall be returned separately in their native format and not bundled together with other records and data. All data maintained in the RMS shall be provided in a data-delineated format.

### **Cost of Delays**

The parties recognize that calculation of damages for delays in performance will be impossible to calculate with perfect precision. To that end, the parties agree that the City will be paid an amount equal to 1.5% of the total contract amount for each day the RMS is not accessible to users due to a system or technical failure in the Vendor's technology environment, including its servers and software, whether hosted inside or outside Vendor's



| CITY REQUIREMENTS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>facilities. This amount is estimated to fairly represent the approximate harm caused to the City by such delays and shall begin 24 hours after the system failure occurs.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <p style="text-align: center;"><b>Software Maintenance and Support</b></p> <p><b>General.</b> The support Services set forth below for the Vendor Software shall be provided by Vendor to City during the Warranty Period at no charge to City. Thereafter, such support Services shall be provided by Vendor, upon City’s request, for either a fixed or open-ended term, at the applicable Charges set forth in the Definitive Agreements.</p> <p>Vendor agrees to provide support services for the Vendor Software for a period of not less than five (5) years from the expiration of the Warranty Period. City may discontinue such support Services at any time by providing thirty (30) days’ advance written notice to Vendor. If such support Services were provided by Vendor for an open-ended term, City shall promptly receive a refund of pre-paid support Charges which reflects the amount for discontinued support Services after the effective date of the notice.</p> |
| <p><b>Improvements and Updates.</b> Vendor shall provide to City all upgrades, modifications, improvements, enhancements, extensions, and other changes to Vendor Software developed by Vendor (“Improvements”) and all updates to the Vendor Software necessary to cause the Vendor Software to operate under new versions or releases of the Vendor Software’s current operating system(s) (“Updates”) which are generally made available to other customers of Vendor as part of Vendor’s standard software maintenance program.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <p><b>Availability.</b> Vendor shall provide maintenance and support for the Vendor Software 24 hours a day, 7 days a week.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <p><b>Response and Repair Times.</b> Vendor shall respond to City requests for support, provide workarounds and patches for the Vendor Software within the time frames set forth in the Definitive Agreements, which time frames will be determined based on the nature and severity of the Defect.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <p><b>Version Support.</b> Vendor Software maintenance support provided by Vendor shall be for (i) the most current revision level of the most current production version and (ii) previous production versions for a minimum of 24 months after the previous version is superseded. Support for earlier production releases is available via a customized support agreement with Vendor.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <p><b>Defects.</b> Vendor shall promptly notify City of any Defects, errors or malfunctions in the Vendor Software or Documentation of which Vendor becomes aware from any source and shall promptly provide to City modified versions of Vendor Software or Documentation which incorporate corrections of any Defects.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |

| CITY REQUIREMENTS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Revisions.</b> Vendor shall provide to City any revisions to the existing Documentation developed for the RMS and the Vendor Software or necessary to reflect all Corrections, Improvements, or Updates.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <p><b>XIII. Third Party Software</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <p><b>Procurement of Third Party Software.</b> Vendor shall procure, on City's behalf, any Third Party Software needed, and City shall execute and deliver the license and maintenance agreements for the Third Party Software. City shall comply with all reasonable terms and conditions of such agreements, provided that Vendor may serve as City's agent for purposes of obtaining and implementing the items and services contemplated by such agreements.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <p><b>Third Party Warranties and Guarantees.</b> Vendor shall obtain from all suppliers of the Third Party Software, all standard guarantees and warranties normally provided on all machinery, equipment, services, materials, supplies and other items used in connection with the performance of the Services, including all such machinery, equipment, materials and other items which are incorporated into the RMS. Vendor shall obtain from each such supplier guarantees and warranties which are assignable to City and upon request of City, obtain an option for City to purchase a guarantee or warranty from such suppliers if commercially available at City's expense. Vendor shall enforce all guarantees and warranties until such time as such guarantees or warranties expire. Such guarantees and warranties shall, to the extent they have been made assignable, be transferred to City upon expiration or termination of the Definitive Agreements. Such guarantees and warranties shall, to the extent they have been extended, be transferred to City upon termination of the Definitive Agreements. Vendor shall, to the extent that a warranty or guaranty has been extended or made assignable to City deliver to City copies of all such guarantees and warranties and relevant extracts from all related technical specifications.</p> |
| <p><b>XIV. Source Code.</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <p><b>Provision of Source Code.</b> City's ability to adequately utilize Vendor Software will be materially jeopardized if Vendor fails to maintain or support such Vendor Software unless complete Source Code for the Vendor Software and related Documentation is made available to City for City's use in satisfying City's maintenance and support requirements. Therefore, Vendor agrees that if an "Event of Default" occurs, then Vendor shall promptly provide to City one copy of the most current version of the Source Code for the affected Vendor Software and associated Documentation in accordance with the following:</p> <ul style="list-style-type: none"> <li>(a) An Event of Default shall be deemed to have occurred if Vendor: (1) ceases to market or make available maintenance or support Services for the Vendor Software during a period in which City is entitled to receive or to purchase, or is receiving or purchasing, such maintenance and support and Vendor has not promptly cured such failure</li> </ul>                                                                                                                                                                                                                                                                                                                    |

## CITY REQUIREMENTS

despite City's demand that Vendor make available or perform such maintenance and support; (2) becomes insolvent, executes an assignment for the benefit of creditors, or becomes subject to bankruptcy or receivership proceedings; (3) ceases business operations generally or (4) has transferred all or substantially all of its assets or obligations set forth in the Definitive Agreements to a third party which has not assumed all of the obligations of Vendor set forth in the Definitive Agreements.

- (b) Vendor will promptly and continuously update and supplement the Source Code as necessary with all Corrections, Improvements, Updates, releases, or other changes developed for the Vendor Software and Documentation. Such Source Code shall be in a form suitable for reproduction, and use by computer and photocopy equipment, and shall consist of a full source language statement of the program or programs comprising the Vendor Software and complete program maintenance documentation which comprise the pre-coding detail design specifications, and all other material necessary to allow a reasonably skilled programmer or analyst to maintain and enhance the Vendor Software without the assistance of Vendor or reference to any other materials.
- (c) The governing License for the Vendor Software includes the right to use Source Code received under this Section as necessary to modify, maintain, and update the Vendor Software.
- (d) Upon request by City, Vendor will deposit in escrow with an escrow agent acceptable to City and pursuant to a mutually acceptable escrow agreement supplemental to the Definitive Agreements, a copy of the Escrow Materials which corresponds to the most current version of the Vendor Software in use by City. Vendor shall pay all fees of the escrow agent for services provided. If Vendor currently maintains or enters into an escrow agreement for the Source Code for the Vendor Software for the benefit of other customers of Vendor, then Vendor shall provide to City a current copy of such escrow agreement within ten (10) days of City's request and if such existing escrow agreement is acceptable to City, Vendor shall include City as a third party beneficiary of such escrow agreement at no charge to City. In such case, the existing escrow agreement shall be considered a supplemental agreement to the Definitive Agreements. If such existing escrow agreement is not acceptable to City, and City and Vendor elect not to enter into a separate escrow agreement, City and Vendor shall enter into an amendment to such existing escrow agreement which provides mutually acceptable terms and conditions; at a minimum, such terms and conditions shall allow City to conduct an audit of, or shall require that the escrow agent conduct an audit of, the copy of Escrow Materials in escrow to ensure that such copy meets the requirements established in this Section. Vendor's entry into, or failure to enter into, an agreement with an escrow agent or to deposit the described materials in escrow shall not relieve Vendor of its obligations to City described in this Section.

## CITY REQUIREMENTS

(e) If, as a result of an Event of Default, Vendor fails to provide required support Services, then any periodic license fee which City is required to pay under the Definitive Agreements for Vendor Software shall be reduced to reflect such lack of support Services. At such time as Vendor commences offering the support Services described in the Definitive Agreements for Vendor Software, City may obtain such support Services as provided for elsewhere in the Definitive Agreements.

**Rights in Bankruptcy.** Vendor acknowledges that the grant of license is made, and the Definitive Agreements are entered into, in contemplation of the applicability of §365(n) of the U.S. Bankruptcy Code. **This Agreement shall be interpreted in accordance with the Intellectual Property Bankruptcy Protection Act of 1988, including, but not limited to 11 U.S.C. § 365(n). The parties expressly agree and acknowledge that the licensed Software is “intellectual property” as defined by § 101(35A) of the United States Bankruptcy Code.**

### **XV. System and Data Security**

Vendor represents and warrants that its RMS, employees, contractors, partners and agents are fully compliant with current FBI Criminal Justice Information Services Security Policy. Vendor and its employees, contractors, partners, and agents further represent and warrant that it will not mine or otherwise process City Data for any purpose not explicitly authorized in the Definitive Agreement. The Vendor may process or analyze data as necessary for ongoing and routine performance monitoring to ensure continuity of service and/or to project future dynamic provisioning requirements. The Vendor further represents and warrants that it conducts regular audits of the RMS and associated systems to monitor for unauthorized access and access attempts, conducts regularly scheduled penetration tests, maintains a sufficient firewall to prevent unauthorized access to the RMS and associated systems.

The Vendor will maintain the integrity of City Data through physical or logical separation between the storage and services provided to the City, and storage and services provided to other persons or entities that are not explicitly authorized to share City Data as per the Definitive Agreement.

City Data may not be commingled with non-City Data in servers utilized for the RMS, or modified in any way that compromises the integrity of the data. The Vendor must maintain records of access to City Data sufficient to allow the City to establish a clear and precise chain of custody for all City Data. The Vendor shall notify the City if and when it changes the physical location in which City Data is stored.

### **Security Documentation**

The Vendor shall provide a Certificate of Proof of Cybersecurity issued or approved by a duly authorized organization with appropriate credentials to verify the technical and operational capabilities and practices of the Vendor.

## Technical Setup Requirements

*This document lists the technical requirements for data translation services provided by LexisNexis.*

### Hardware

Agency provides a computing environment within their network for LexisNexis to interface with an agency's Records Management System (RMS). This computing environment provides a temporary warehouse for LexisNexis to develop an ETL process:

- **Extract** limited data from RMS for temporary use
- **Transform** and clean the data into a format LexisNexis requires
- **Load** the data from agency to LexisNexis servers

This ETL environment can be on an existing computer or a new dedicated machine. No data is saved long-term within the ETL environment; it is only a temporary work place.

Below are recommended hardware requirements for the dedicated ETL environment:

| Hardware Specs   | Recommended                                  |
|------------------|----------------------------------------------|
| Machine          | Physical computer or virtual machine         |
| Operating System | Microsoft Windows Server 2012 R2 (or later)  |
| Processor        | 2 GHz multi-core 64bit                       |
| Memory           | 8 GB                                         |
| Storage          | 20 GB to 40 GB (includes installed software) |
| Graphics         | 1920x1080 32 bit                             |
| Networking       | Internet connection                          |

## Software

Agency installs the following software on the ETL environment for use by LexisNexis.

Configuration will be coordinated with the assigned LexisNexis data translation engineer.

- **Microsoft SQL Server**
  - Version 2008 or later required (2008, 2008 R2, 2012, 2014, or 2016)
  - Standard edition or higher is recommended
  - Express (free) and Developer editions are not supported
- **SQL Server Data Tools (SSDT)**
  - An add-on component from the SQL Server installation
  - Installation files available online through Microsoft's website:  
<https://docs.microsoft.com/en-us/sql/ssdt/download-sql-server-data-tools-ssdt>
  - Backwards compatible with previous versions of SQL Server
- **SQL Server Integration Services (SSIS)**
  - Add-on component from the SQL Server installation
  - Included with above SSDT installation
- **SQL Server Management Studio (SSMS)**
  - Separate install for SQL Server 2016 and above
  - Installation files available online through Microsoft's website:  
<https://docs.microsoft.com/en-us/sql/ssms/download-sql-server-management-studio-ssms>
- **WinSCP**
  - Secure file transfer protocol (SFTP) client, free and open-source
  - Used to script and automate the upload of data to LexisNexis
  - Standalone portable executable version also available, no installation required
  - Installation files available here: <https://winscp.net/eng/download.php>

## Networking Connectivity

### Internal

Agency provides a read-only connection to the source RMS location from the ETL environment.

Connections can be established to various formats such as SQL, Oracle, Excel, CSV, IBM, XML, etc.

The preferred connection is a SQL “Linked Server” method.

Use of a replicated copy as the source RMS is recommended. Direct connections to live production data could cause performance issues when extracting data. The source data can be replicated directly to the ETL environment or another location. Accommodations can be made if replication is not possible.

Using views or limited copies of data is not preferred; raw access to unfiltered data within the RMS is preferred (either replicated or otherwise).

### External

- **Virtual Private Network (VPN):** Agency provides connectivity and credentials for LexisNexis to access an agency’s internal network. If the use of a VPN is unavailable, web-based GoToAssist screen-sharing connections can be used. The use of GoToAssist sessions negatively impacts the project timeline by requiring scheduling coordination between an agency and the assigned LexisNexis engineer.
- **Firewall Rules:** Agency to permit outbound traffic from ETL environment to:

| Hostname                    | IP             | Port | Service | Function |
|-----------------------------|----------------|------|---------|----------|
| BAIRTRANSFER.LEXISNEXIS.COM | 209.243.48.150 | 22   | SFTP    | Primary  |
| BAIRTRANSFER.LEXISNEXIS.COM | 66.241.42.90   | 22   | SFTP    | Backup   |
| COMMUNITYCRIMEMAP.COM       | 209.243.50.85  | 443  | HTTPS   | Primary  |
| COMMUNITYCRIMEMAP.COM       | 66.241.45.212  | 443  | HTTPS   | Backup   |

## Access Permissions

### Windows Server

- Local or domain account with administrative rights to ETL environment
- Password that does not expire (for service account automation)
- Read/Write/Execute file permissions in a working file folder on ETL environment
- Permission to create and launch scheduled jobs (batch files, SQL agent stored procedures, etc.)

### SQL Server

- SQL or Windows user account with read-only access to source RMS
- SQL or Windows user account with database owner access to ETL environment
- SQL Agent scheduled to start automatically on system restart
- SQL email alerting service for failed agent jobs (optional)



## Setup Checklist

| ETL Computing Environment                                |                                                                       |
|----------------------------------------------------------|-----------------------------------------------------------------------|
| <input type="checkbox"/>                                 | Dedicated computer built (i.e. VM Server with Windows 2012 R2)        |
| <input type="checkbox"/>                                 | Latest security patches and antivirus definitions applied             |
| <input type="checkbox"/>                                 | Local or domain account created with administrative access            |
| <input type="checkbox"/>                                 | Password set to “never expires” for daily scheduled job               |
| Software Installations                                   |                                                                       |
| <input type="checkbox"/>                                 | Microsoft SQL Server installed                                        |
| <input type="checkbox"/>                                 | SQL Server Integration Services (SSIS) installed                      |
| <input type="checkbox"/>                                 | SQL Server Data Tools (SSDT) installed                                |
| <input type="checkbox"/>                                 | WinSCP client installed                                               |
| Network Connectivity                                     |                                                                       |
| <input type="checkbox"/>                                 | VPN service setup                                                     |
| <input type="checkbox"/>                                 | Remote desktop service enabled into ETL environment                   |
| <input type="checkbox"/>                                 | Firewall rules permitting outbound traffic from ETL environment       |
| Data Connectivity                                        |                                                                       |
| <input type="checkbox"/>                                 | Database owner access to ETL environment                              |
| <input type="checkbox"/>                                 | Read-only access to law enforcement RMS data                          |
| Username and Password Credentials to LexisNexis Engineer |                                                                       |
| <input type="checkbox"/>                                 | VPN access instructions, including domain names, if applicable        |
| <input type="checkbox"/>                                 | ETL environment access (remote desktop) using local or domain account |
| <input type="checkbox"/>                                 | SQL server access using SQL or Windows authentication                 |
| <input type="checkbox"/>                                 | RMS data (read-only) service account                                  |
| Server Names to LexisNexis Engineer                      |                                                                       |
| <input type="checkbox"/>                                 | VPN service URL or IP address                                         |
| <input type="checkbox"/>                                 | ETL computer (fully qualified domain name and local IP address)       |
| <input type="checkbox"/>                                 | SQL environment (if different than ETL computer)                      |
| <input type="checkbox"/>                                 | RMS data (replicated or source)                                       |



Uncover patterns, establish relationships and see the bigger picture with regional analysis

**For Technical Support**

Call (866) 277-8407 or email [publicsafety.support@lexisnexis.com](mailto:publicsafety.support@lexisnexis.com)

**For Product Information**

Call (866) 528-0778

or visit <http://www.lexisnexis.com/risk/products/government/accurint-crime-analysis.aspx>

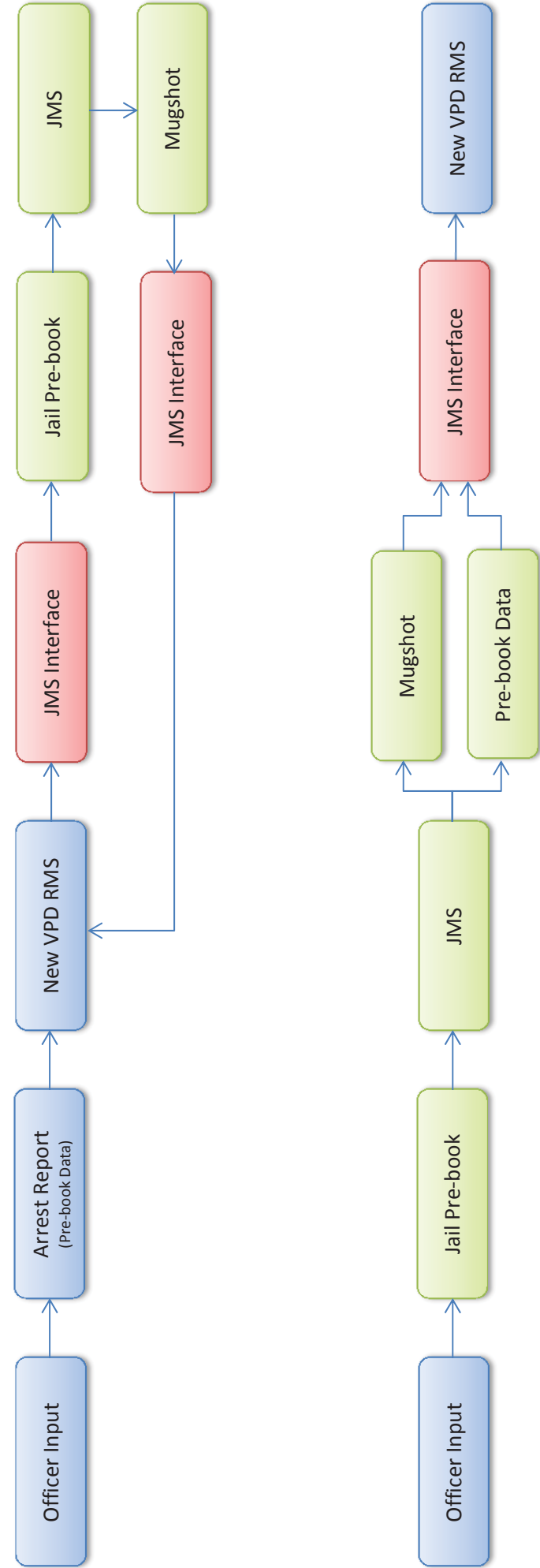
**About LexisNexis® Risk Solutions**

LexisNexis Risk Solutions ([www.lexisnexis.com/risk](http://www.lexisnexis.com/risk)) is a leader in providing essential information that helps customers across all industries and government assess, predict and manage risk. Combining cutting-edge technology, unique data and advanced analytics, LexisNexis Risk Solutions provides products and services that address evolving client needs in the risk sector while upholding the highest standards of security and privacy. LexisNexis Risk Solutions is part of RELX Group plc, a world-leading provider of information solutions for professional customers across industries.

Vancouver Police Department Records Management System Diagram  
Possible Jail Interface Designs

The goals of an interface between the new Vancouver Police Department Records Management System (RMS), and the Clark County Sheriff's Office Jail Management System (JMS):

- Officers only enter pre-book data once. Either the arrest report in the RMS could prefill the data fields in the JMS pre-book form, or the JMS pre-book data could prefill the data fields in the RMS arrest report.
- Mugshots are exported from the JMS into the RMS, to attach to the name record of booked subjects in the RMS.





## Washington Association of Sheriffs and Police Chiefs

# SECTOR

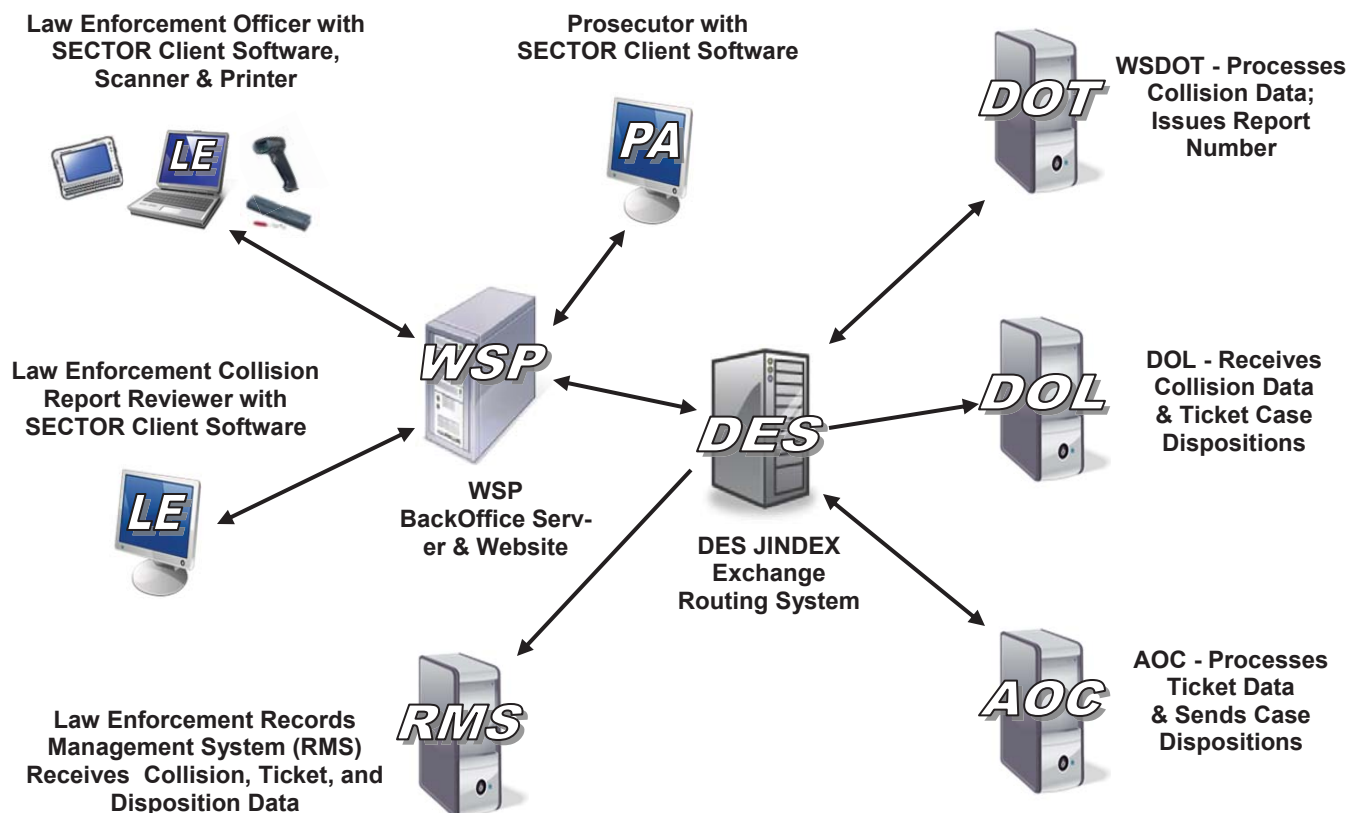
### Statewide Electronic Collision & Ticket Online Records Overview & Implementation Procedures

## Background

SECTOR is a program that automates the collision and traffic ticket reporting process for a law enforcement officer. The program is installed on a laptop or mobile computer and either transmits immediately through wireless connection or later at the office.

Tickets are transmitted to the Administrative Office of the Courts (AOC); after local review, collision reports are transmitted to the Department of Transportation (DOT) and the Department of Licensing (DOL). The ticket and collision data are transmitted to the Back Office server at the Washington State Patrol (WSP) then forwarded to AOC, DOT, and DOL via the Justice Information Data Exchange (JINDEX), an integration platform maintained by the Washington State Department of Enterprise Services (DES).

The SECTOR program is provided to a local law enforcement agency (LLEA) at no cost; however, the LLEA must provide the laptop/mobile computer, barcode scanner, printer, and network connection.



## Implementation

| Process Checklist                                   | Responsible Agency                        |
|-----------------------------------------------------|-------------------------------------------|
| Provide overview and Technical Assessment Survey    | Washington State Patrol (WSP)             |
| Complete survey; notify local court(s) & prosecutor | Local Law Enforcement Agency (LLEA)       |
| Complete the WSP Service Level Agreement            | LLEA will be contacted by WSP             |
| Identify local agency system administrator (LASA)   | LLEA through WSP Support Team             |
| Attend sanctioned officer training event            | LLEA through WASPC Coordinator            |
| Provide training to court staff (if necessary)      | Administrative Office of the Courts (AOC) |
| Ongoing SECTOR customer support                     | Washington State Patrol (WSP)             |

## Contacts

WSP SECTOR Implementation Contact

**Ms. Nancy Morris**, (360) 486-2387,  
nmorris@waspc.org

WASPC Equipment and Training Coordinator

**Ms. Nancy Morris**, (360) 486-2387,  
nmorris@waspc.org

AOC SECTOR Coordinator

**Court Business Analyst**, (360) 753-3365,  
businessanalyst@courts.wa.gov

SECTOR Technical Support

**WSP Support Team**, (360) 705-5999  
sector@wsp.wa.gov

## Technical Specifications

### Provided, at no cost:

SECTOR client software, which installs these additional component(s) if not already present:

Adobe Reader 9.X or greater  
Microsoft .NET Framework 3.5  
Microsoft SQL Server 2008 R2  
Windows Installer 4x

### Equipment Prerequisites:

Hardware:

In-vehicle laptop or mobile computer\*  
Internet access

### \*SECTOR-Specific System Requirements for Officer Computer:

#### Compatible OS:

Windows 2000 Professional  
Windows XP Professional & SP2  
Windows Vista  
Windows 7 Professional

#### Minimum Recommended HW:

Processor: 1 GHz; 60 GHz or greater preferable  
RAM: 1 GB; 2 GB or greater preferable  
Hard disk space: 1 GB; 2 GB or greater preferable

### Recommended Options:

- 2-D barcode scanner (data-entry for driver license & vehicle registration)  
USB - HID - connected
- Printer and paper
- Office Product. Note: AOC accepts Word documents so any word processing application that can save documents as a .doc file will work.

WASPC  
3060 Willamette Drive NE  
Lacey WA 98516  
(360) 486-2380  
www.waspc.org

# ***eTRIP Messaging System and Onboarding Overview***



*Version 2.0*

*March 8, 2016*

*Prepared by the  
eTRIP Operations Managers Team*

## Table of Contents

|                                                                   |    |
|-------------------------------------------------------------------|----|
| 1. Purpose of this document .....                                 | 4  |
| 2. Intended audience .....                                        | 4  |
| 3. Frequently used terms and acronyms used in this document ..... | 4  |
| 4. Overview of the eMS .....                                      | 5  |
| a. What is the eMS? .....                                         | 5  |
| b. How does it work? .....                                        | 6  |
| 5. Routing Concepts .....                                         | 6  |
| 6. Send and/or Receive Service vs. Back-end System .....          | 8  |
| a. Send and/or Receive Service .....                              | 8  |
| b. Back-end System .....                                          | 8  |
| 7. Messaging Concepts .....                                       | 9  |
| a. Kinds of messages that can be sent or received .....           | 9  |
| b. Uniform message construct .....                                | 9  |
| c. Message Parameters .....                                       | 9  |
| d. Business Rules .....                                           | 10 |
| 8. Connectivity Requirements .....                                | 10 |
| a. Knowledge of server-based communication .....                  | 10 |
| b. At least two server environments .....                         | 11 |
| c. Send and/or receive services .....                             | 11 |
| d. Uniform Resource Locators .....                                | 11 |
| e. Knowledge of message-level encryption .....                    | 11 |
| f. Digital certificates issued by a trusted third-party .....     | 12 |
| 9. Onboarding .....                                               | 12 |
| a. What is “Onboarding”? .....                                    | 12 |
| b. eMS Project sponsor .....                                      | 12 |
| c. Onboarding cycles and phases .....                             | 12 |
| d. Assessment Cycle .....                                         | 13 |
| 1. Phase 1 - Application .....                                    | 13 |
| 2. Phase 2 - Assessment .....                                     | 14 |
| e. Release Cycle .....                                            | 14 |
| 1. Phase 3 – Connectivity .....                                   | 15 |
| 2. Phase 4 – Pre-implementation .....                             | 15 |

|                                                      |    |
|------------------------------------------------------|----|
| 3. Phase 5 – User Acceptance .....                   | 15 |
| 4. Phase 6 – Move to Production.....                 | 16 |
| Attachment 1 – Phase 3 Readiness Checklist           |    |
| Attachment 2 – eMS Onboarding Resources and Contacts |    |



## 1. Purpose of this document

The purpose of this document is to provide an overview of the eTRIP Messaging System (eMS), and help set expectations for what is required to connect to the eMS. It describes, at a high level, the basic connectivity and messaging constructs that allow messages to be passed among participating eMS entities, and provides information on the eMS on-boarding process.

## 2. Intended audience

The intended audience for this document is any entity that is interested in connecting to the eMS in order to send and/or receive ticket, collision or other incident-related messages. This document must be read by business and technical personnel representing interested entities prior to making a formal request to engage in the eMS onboarding process.

## 3. Frequently used terms and acronyms used in this document

**AOC:** Administrative Office of the Courts

**Authoring State Agency:** A state agency that is responsible for the construct (schema) of specific message types processed through the eMS. AOC is responsible for Ticket and Disposition message types, and WSDOT is responsible for Collision and Full Collision message types.

**DES:** Department of Enterprise Services. DES provides technical staff support for the eMS.

**DOL:** Department of Licensing

**Entity:** A Public Safety or Criminal Justice Organization

**eMS:** eTRIP Messaging System

**eTRIP:** Electronic Traffic Records Information Processing

**JINDEX:** Justice Information Network Data Exchange

**Non-SECTOR Systems:** An electronic ticket or collision system other than SECTOR

**Onboarding:** Is the overall process that governs how a new participant applies to be connected to the eMS, conducts connectivity and testing activities, and deploys their production system to send and/or receive messages to and/or from the eMS.

**Operations Managers Team (OMT):** Is the group of state agency managers, chartered by the eTRIP Executive Leadership Team, that is responsible as the primary lead for all issues regarding the implementation, maintenance, update and enhancement of the eMS.

**Participant:** When used in a technical context, a participant is a physical server environment connected to the JINDEX for the purposes of exchanging messages. This term is also used generically to refer to the entity or organization responsible for connecting, operating and maintaining the connected server environment.

**Publish:** A term used in this and other supporting eMS documentation that is synonymous with “send”.

**Records Management System (RMS):** A system that subscribes to messages for the purposes of receiving ticket, collision, and disposition data.

**SECTOR:** Statewide Electronic Collision and Ticket Online Records

**Subscribe:** A term used in this and other supporting eMS documentation that is synonymous with “receive”

**WSDOT:** Washington State Department of Transportation

**WTSC:** Washington Traffic Safety Commission

**WSP:** Washington State Patrol

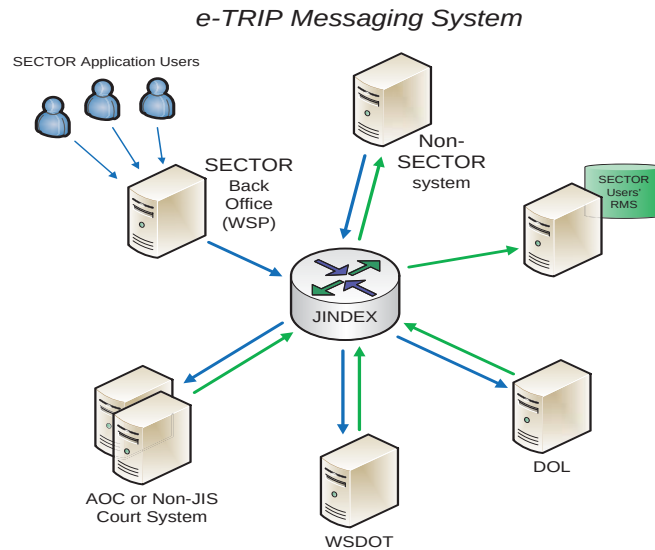
## 4. Overview of the eMS

### a. What is the eMS?

The eTRIP Messaging System was constructed to support the goals of Washington’s Electronic Traffic Records Information Processing (eTRIP) initiative. The eTRIP initiative is a collaborative effort among state and local agencies to create a seamless and integrated system through which electronic ticket and collision information can travel from its point of origin to organizations that rely on this information to accomplish their mission. The primary goal of this undertaking is to eliminate the inefficiencies characteristic of our state’s current paper-based process of collecting and exchanging core business information.

The eMS was originally designed strictly to support the transport of ticket and collision records created by users of the Statewide Electronic Collision and Ticket Online Record (SECTOR) application. Specifically, once a record is created by a member of law enforcement in the field, it is reviewed and approved and sent to the SECTOR back office system at the Washington State Patrol. Records are then aggregated and sent to the Justice Information Network Data Exchange (JINDEX) to be distributed to the appropriate state backend service agency(s) such as the Administrative Office of the Courts (AOC) and the Washington State Department of Transportation (WSDOT).

The eMS has subsequently been enhanced to allow additional participant systems to be connected directly to the JINDEX. As a result, it is now possible for an entity that is not using the SECTOR application to send and/or receive traffic safety records to and/or from other participants, or for a records management system (RMS) of law enforcement agency to receive electronic records their members have created.



**Figure 1 - High-level depiction of the eMS**

## b. How does it work?

At the heart of the eMS is the JINDEX. The JINDEX is an intelligent, centralized message broker that was created to eliminate the need for participating agencies to establish discreet, multiple connections between themselves and other agencies with which they wish to transact. The JINDEX is maintained and operated by the Department of Enterprise Services (DES). The JINDEX is comprised of four (4) different environments: Development, Test, Quality Assurance (QA), and Production. The process that ultimately leads to a new participant being included in the eMS requires that participant systems sequentially connect to the Test, QA and Production environments.

A system that is directly connected to the JINDEX is called a *participant*. As depicted in *Figure 1* above, the server systems maintained by AOC, WSDOT and others are participants.

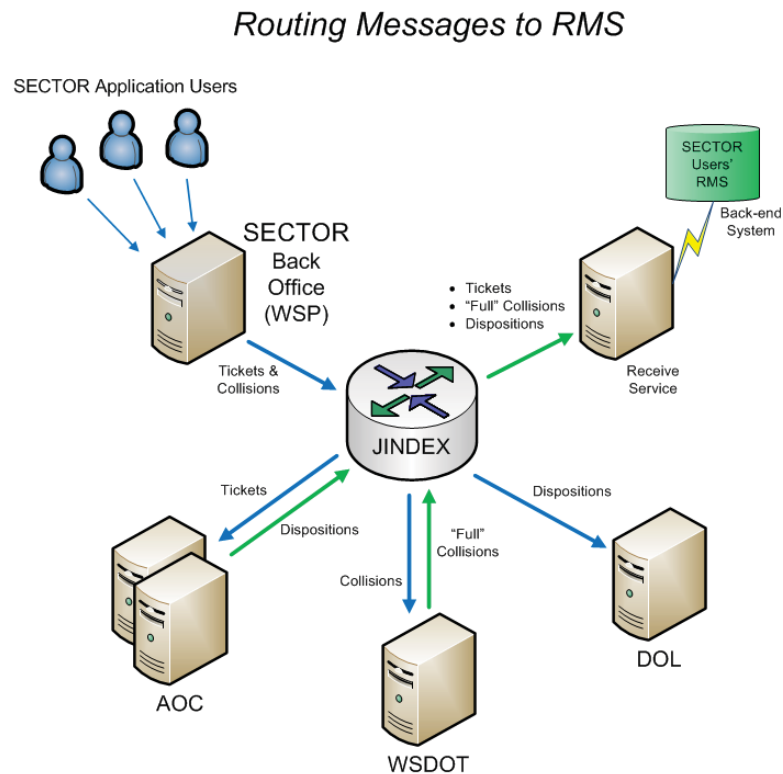
Using the JINDEX as an intermediary, participants either send messages to the other participants, receive messages from other participants, or both. Because the eMS uses a technical model known as publish/subscribe, it is possible that in this, and other related technical documents, the term “publish” may be used in place of “send”, and “subscribe” used in place of “receive”.

The eMS is based on server-to-server communications. Individual persons do not access the system directly, but rather must rely on the services their connected server system provides to access information.

## 5. Routing Concepts

Several kinds of message types and message flows are supported by the eMS, and the kinds of messages exchanged and number of participants involved depends on the requirements of a particular business need.

Figure 2 illustrates those message exchanges and systems required to provide a records management system (RMS) with copies of original SECTOR tickets created by their users, dispositions generated by AOC in response to those tickets, and “Full” Collision messages processed by WSDOT.



*Figure 2 – Routing Messages to RMS*

Conversely, some transactions are relatively simple, requiring the exchange of messages between only two parties. Figure 3 depicts the message flow required for the submission of vehicle-related citations from a non-SECTOR court agency to AOC.

### Non-SECTOR Citation Routing

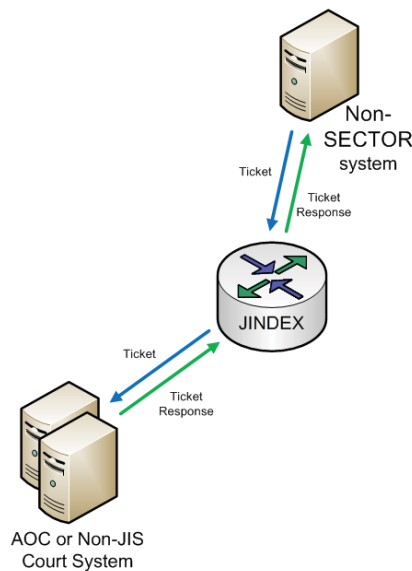


Figure 3 – Non-SECTOR Citation Routing

## 6. Send and/or Receive Service vs. Back-end System

Within the eMS messaging environment, it is important to make the distinction between a send and/or receive service and a back-end system. These two environments may or may not be in close logical or physical proximity to each other, but the functions they provide are different.

### a. Send and/or Receive Service

The primary purpose of a send and/or receive service is to provide connectivity between one system and another. Web services programming standards are used to provide information on the kind of data to be exchanged, where to find data in a message and establish the type and level of security to be applied to message exchanges. Send and/or receive services, however, do not actually process any information contained in exchanged messages.

### b. Back-end System

The back-end system is the ultimate destination for any message received by the eMS, and refers to the computing system where the data in a message will actually be stored and processed (consumed). It relies on the send and/or receive service to deliver messages it receives or generates, but it does not perform delivery functions itself.

Figure 2 depicts the separation of these two functions as they pertain to the delivery of messages to an RMS. The send and/or receive service receives messages and passes them on to the back-end system, which is the RMS.

**NOTE:** eMS participant agencies are required to create their own send and/or receive service and provide and maintain their own back-end system. eMS support staff will provide information on how to connect to the JINDEX and properly configure the send and/or receive service. However, support does not extend to configuration, operation or

maintenance of the back-end system, nor any coding assistance required to ensure that messages, once received, can be processed by the back-end system.

## 7. Messaging Concepts

### a. Kinds of messages that can be sent or received

Currently, there are four (4) types of messages that can be sent to and/or received from participant systems.

Message types include:

- Ticket Message
- Collision Message
- “Full” Collision Message (includes 7-digit reporting number provided by WSDOT)
- Disposition Message

Participant systems that send messages through the eMS (as opposed to those that strictly receive) may also receive corresponding functional responses to these kinds of messages.

Additional message types may be made available later, depending on the future business needs of eMS participants.

### b. Uniform message construct

While the actual content of a message will vary based on the reported event, the format and construct (schema) of each message is uniform. Specific state agencies have primary administrative responsibility for each message type, and are responsible for establishing the construct for those messages. These agencies are known as Authoring State Agencies.

For example, a Collision Message, regardless of its point of origin, will always be sent to WSDOT. As the state agency responsible for Collision Messages, WSDOT must be able to consume these messages in its system, and is therefore primarily responsible for the format and construct of the message. The same holds true for AOC, which receives Ticket messages and generates Disposition messages.

**NOTE:** Authoring State Agencies will make their message schema available upon request through an “out-of-band” process (not using the eMS to deliver them) so that independent testing can be conducted on participant back-end systems (see 6. b. above) prior to the commencement of any formal eMS connectivity activities.

### c. Message Parameters

The JINDEX serves as a central “post-office” for all messages sent among eMS participants. Like a letter sent through the postal service, the destination of a message is not determined by its content, but rather by the addressing information contained on the envelope. Using this same construct, a message sent through the eMS is comprised of two primary elements: the message itself, and message “parameters” that are used to determine where the message should be delivered.

Parameters contain information such as:

- Message type
- The Originating Agency (ORI) number of the law enforcement agency that created the message
- The ORI number of the agency that filed the message
- Name of the participant system sending the message

A project sponsor (see Section 9.b.) will normally be assigned to new participants to help them determine how parameters should be populated to assure proper message delivery. Extensive testing of message parameters is conducted during the onboarding release cycle (see Section 9.e.) to verify they are populated correctly.

#### **d. Business Rules**

The JINDEX performs “conditional” routing based on a given combination of message parameters. Once a specific set of parameters that meets a participant’s sending and/or delivery requirements is identified, eMS technical staff write special code in the JINDEX to map the parameters to stated delivery requirements. The special set of code that meets specific delivery requirements based on message parameters is known as a “business rule”.

Participants are not required to have any knowledge of business rule coding, as this will be done exclusively by DES staff. However, mention of this is made here, as prospective participants will be required to work with DES during the onboarding process to ensure that new rules work properly and that the newly created rule(s) do not conflict with existing participants’ business rules.

## **8. Connectivity Requirements**

Once an entity has completed the Business Assessment form and been approved to join the eMS, it will be provided with a Developer Guide, which provides a more detailed technical description of what is required to connect to the JINDEX. Prior to that however, it is important that prospective participants be made aware of the high-level connectivity requirements, and understand that connecting to the eMS requires a fairly high level of dedicated technical expertise.

#### **a. Knowledge of server-based communication**

As stated earlier, the eMS relies on the ability of servers to communicate with each other without the need for human intervention. This is made possible through the use of web services. A web service is a software system designed to support interoperable machine-to-machine interaction over a network.

The eMS uses standard web service specifications such as Extensible Markup Language (XML), Simple Object Access Protocol (SOAP), and Web Services Description Language (WSDL) to communicate and interoperate.

Entities interested in connecting to the eMS should ensure they have available technical resources that have had experience working with and implementing these technologies.



## **b. At least two server environments**

As will be explained in the “Onboarding” section below, the release cycle process requires that participants connect first to the JINDEX Test environment, and then to the JINDEX Quality Assurance (QA) environment before connecting to the JINDEX production environment to send and/or receive messages through the eMS production system.

Therefore, in addition to a production system, an entity must be able to provide at least one additional system that can be alternatively connected to the JINDEX Test and QA environments to complete testing and assure timely, uninterrupted migration to production.

**NOTE:** An application to join the eMS as a participant will not be approved by the eTRIP Operations Managers Team unless the applying entity can confirm that at least two server environments will be available for testing and production use.

## **c. Send and/or receive services**

Within its web services environment, a participant must be able to provide the ability to send messages to, and/or receive messages from, the JINDEX. This is done through the use of send and/or receive services.

The creation and availability of send and/or receive services is a pre-condition to working with DES staff to connect to the JINDEX.

## **d. Uniform Resource Locators**

A Uniform Resource Locator, or URL, provides the internet location where participant server(s) can be found. Before any connectivity activities can commence, new participants will be required to provide the URL for their production server and one or more testing servers that will be used. Likewise, DES staff will provide the URLs for the JINDEX production, QA and Test servers so new participants can communicate with them.

Generally, it is necessary to modify local firewall rules to allow direct access to these resources. The time required to make any necessary firewall rules in a new participant's environment should be considered in their planning timeline.

## **e. Knowledge of message-level encryption**

The eMS uses message-level encryption to ensure message payload can securely be sent among participants. This is done through the use of digital certificates, which are exchanged between the participant and the JINDEX.

Unlike more conventional web browser-to-server security, which uses a server's digital certificate to authenticate the server and establish an encrypted messaging “pipe”, message-level security ensures that the message itself is “digitally signed” by the sending participant and encrypted in such a way that only the receiving participant can read it.

Not only is this method more secure than browser-to-server security, it also allows messages to be sent as traffic through traditionally non-secure internet ports, thereby decreasing receiving endpoint complexity.



Participants must have knowledge of Microsoft Windows Communication Foundation (WCF) security concepts to ensure they can securely send and/or receive eMS messages.

#### **f. Digital certificates issued by a trusted third-party**

As stated above, the message-level encryption used by the eMS relies on the use of digital certificates. To ensure that the identity of the participant server can be independently verified, the entity must obtain a Secured Sockets Layer (SSL) digital certificate, issued by a trusted third-party certification authority, for each server environment they will use (see Section 8.b. above).

Additionally, to enable the use of message-level encryption, these certificates must contain the following key usage attributes:

- Digital Signature
- Non-repudiation
- Key Encipherment
- Data Encipherment

Guidance on where to purchase these certificates is provided in Attachment 1, *Phase 3 Readiness Checklist*.

## **9. Onboarding**

### **a. What is “Onboarding”?**

“Onboarding” is the overall process of applying and being approved for connectivity to the eMS, understanding and validating participant messaging requirements, connecting participant systems to the JINDEX, testing newly created programmatic business rules to ensure proper delivery of the messages, and connecting a participant system to the eMS production environment.

### **b. eMS Project sponsor**

The eMS Operations Managers Team will assign a state representative to assist new participants through the onboarding process. Typically, this assistance will include guidance completing the forms required in the onboarding assessment cycle and identification of proper message parameter values. They will also act as a liaison between the new participant and DES technical staff throughout the release cycle.

New participants should also identify their own, internal, project sponsor before commencing onboarding activities.

### **c. Onboarding cycles and phases**

The onboarding process is comprised of six (6) phases within two major cycles:

- Assessment Cycle
- Release Cycle

Each of these cycles is comprised of two or more phases.

A diagram depicting the onboarding process is shown below:

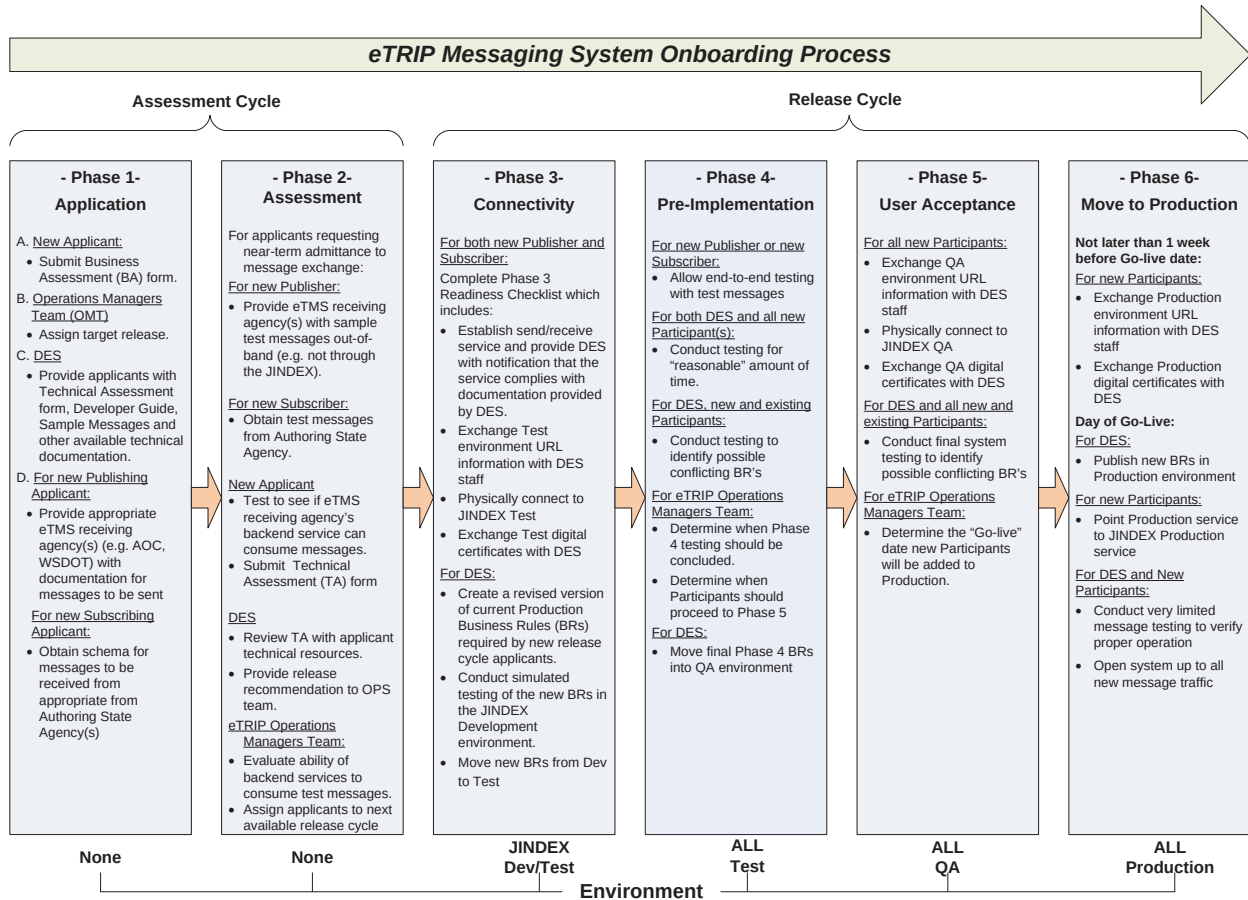


Figure 4 – eMS Onboarding Process

## d. Assessment Cycle

The assessment cycle is primarily administrative and is comprised of the Application Phase and the Assessment Phase. The purpose of the assessment cycle is to gather information on the business needs and technical readiness of an entity wishing to connect to the eMS, and provide this information to the eTRIP Operations Managers Team which will determine if and when an entity should be connected.

### 1. Phase 1 - Application

During this phase, applicants will be required to complete two forms: Business Assessment and Technical Assessment.

#### i. Business Assessment Form

The Business Assessment form gathers information relating to the identity of the organization interested in connecting to the eMS, its messaging needs and any other relevant business, project or budget needs to be considered. It should be signed by someone with authority to bind the organization.

For information on where this form can be obtained, see Attachment 2, *eMS Onboarding Resources and Contacts*.

### ***ii. Technical Assessment Form***

The Technical Assessment form provides information relating to the participant's technical and application environment, technical resources and overall state of technical readiness. This form will be provided to new applicants by DES after the Business Assessment form has been submitted and reviewed. This form should be completed by technical personnel, either in-house or contracted, who have been authorized to do so by the business entity identified in the Business Assessment form.

## **2. Phase 2 - Assessment**

During the Assessment Phase, the eTRIP Operations Managers Team reviews the Business and Technical Assessment forms and will contact applicant entities for additional information or clarification if required. Based on the information presented, the team will either approve or deny the request. For applicants that are approved, the team will assign the applicant entity to a release cycle. Assignment to a particular release cycle can be based on a number of factors, such as the number of previously-approved applicants in the queue, the technical readiness of an applicant entity or the similarity of messaging requirements with other approved applicants.

**NOTE:** Entities will not be assigned to a release cycle until:

- a) They can verify, with the eTRIP Operations Managers Team, that they have conducted testing to determine whether the message types they wish to send and/or receive can be consumed by them and/or their message exchange partner agency (see Section 7.b.).
- b) They can confirm, that in addition to a server environment that will be used for production employment, they have at least one additional isolated environment that can be used to conduct testing activities prescribed by the release cycle process below (see Section 8.b.).

Once approved, a new participant will be notified by a member of the eTRIP Operations Managers Team and assigned to a release cycle. New participants that have been assigned to the next available release cycle will be contacted by DES technical staff at the appropriate time to commence work on Phase 3. New participants assigned to later release cycles will be contacted by DES staff prior to the start of the assigned release cycle.

## **e. Release Cycle**

The onboarding release cycle is focused on technical implementation and is comprised of four (4) phases starting with Onboarding Phase 3, "Connectivity" (see Figure 4 above). Each phase in the release cycle progressively moves from basic connectivity, to incremental testing, and finally to secure production deployment. During this cycle, entities will be required to connect to the JINDEX Test, QA and Production environments for the purposes of business rule testing and security validation.

### 1. Phase 3 – Connectivity

Phase 3 focuses on new participants working with DES staff to establish basic connectivity to the JINDEX Test environment. DES will work closely with participant technical staff and project managers to guide them through the process.

Independently, during this phase, DES will test new business rules in the offline JINDEX Development environment to determine whether the message parameters to be used by new participants yield the proper message delivery results.

**NOTE:** At this point in the onboarding process, it is imperative that new participants have completed and fulfilled all pre-requisite tasks and conditions to ensure a smooth, orderly and expeditious migration through the release cycle. The “*Phase 3 Readiness Checklist*”, attached hereto as Attachment 1, identifies these required tasks and activities.

### 2. Phase 4 – Pre-implementation

During Phase 4, participants work with DES staff to pass test messages between the JINDEX Test environment and the participant’s test environment.

The purpose of this phase is to ensure that proper physical connectivity can be achieved and confirm that new eMS business rules, based on the message parameters provided, accurately direct messages to their intended destinations. During this time, DES will also work to verify that newly created rules do not conflict with previously implemented production rules. This step also confirms that the appropriate security configurations are in place.

### 3. Phase 5 – User Acceptance

In Phase 5, new participants connect to the eMS QA environment to conduct final testing prior to moving to production. Unlike the Test environment, which may or may not be connected to other participant test systems, the QA environment exactly mirrors the production environment and is connected to QA systems of participants already in production.

In this phase, new participants will conduct end-to-end testing with their message exchange partners. The purpose of this testing is to confirm that messages reach their intended destinations and verify that newly created business rules do not conflict with those in production.

At the conclusion of this phase, the eTRIP Operations Managers Team will make a final decision on which release cycle participants will move forward to production, and assign a go-live production date. Release cycle participants that cannot successfully complete Phase 5 in the time allotted by the team will be required to re-apply for admission into a later release cycle.

**NOTE:** At this time it is critical that new participants that will be receiving messages verify that the messages they will be receiving once Step 6 below is completed can be processed by their back-end system. Likewise, new participants that will be sending messages to other eMS participants should verify that the recipients of these messages can process them in their back-end systems.

#### 4. Phase 6 – Move to Production

In this phase, new participants work with DES staff to connect to the eMS production system and verify that at least one of each message type to be sent/or received can be successfully delivered.

Upon, or prior to, successful completion of user acceptance testing in Phase 5, new participants will exchange production environment digital certificates and URL information with DES staff. On the go-live date, at least one message will be processed to verify production readiness. In the event more than one message type (e.g. Ticket, Collision, etc.) will be sent or received by a new participant, at least one message conforming to each message type must be exchanged.

Once a message is verified as having been properly delivered in the production environment, the onboarding process will be deemed “production complete”.

**NOTE:** “Production complete” means the messaging pathways have been created, send and/or receive services are operational, and a message, when populated with parameters that conform to newly-built business rules, can reliably be delivered in the eMS production environment. *With respect to the role of DES technical staff in this process, the onboarding process does not extend to any activities that involve proper processing of message payload by a participant’s backend system once delivered. Should new participants experience difficulty processing properly formed messages, they should work with the appropriate Authoring State Agency (see Section 7.b.) or their project sponsor to resolve any outstanding issues.*

## Attachment 1

### - Phase 3 Readiness Checklist -

To ensure the timely, orderly completion of the onboarding process, the tasks and activities listed below must be completed before eMS Onboarding Phase 3 work can commence. These tasks are listed in the general sequence to be followed, but it should be noted that work on many of these tasks can be conducted in parallel.

Sections, where referenced below, refer to those sections contained in the “eTRIP Messaging System and Onboarding Overview” document.

- ☐ **Establish at least two (2) working environments.** In addition to the production environment that will be used once the onboarding process is completed, new participants are required to have at least a second, discreet, environment that can be used to conduct testing. This second environment may be used to “toggle” between JINDEX Test and QA environments, but there must be a separate distinct and secure production environment.
- ☐ **Order SSL digital certificates.** *Depending on an organization's purchasing practices and policies, participants should be mindful that certificates can take up to two weeks to order and install. Failure to complete this task in advance may delay the release cycle process.* A SSL certificate, issued by a trusted third-party, should be obtained for each server environment used (see below). Self-signed SSL certificates will not be allowed. To support message level encryption, certificates must contain the specific certificate “key usage” attributes listed in Section 8.f.

Certificates that meet this specification can be purchased from IdenTrust, Inc., at:  
[http://www.identrust.com/certificates/buy\\_trustid\\_server.html](http://www.identrust.com/certificates/buy_trustid_server.html).

- ☐ **Obtain eMS/JINDEX Programmers Guide, sample code, sample messages and test client from DES staff**
- ☐ **Develop and deploy send and/or receive services** (see Section 8.c.).
- ☐ **Confirm that messages to be sent and/or received can be processed by the backend systems that will be receiving them** (see Section 7.b.).
- ☐ **Work with DES JINDEX staff to connect your services to JINDEX message hub**
  - ☐ **Install SSL digital certificates.**
  - ☐ **Make firewall rule changes as necessary to allow incoming traffic from JINDEX servers**
  - ☐ **Provide digital certificates to DES staff**
  - ☐ **Obtain JINDEX digital certificates from DES staff**
  - ☐ **Provide, to DES staff, URLs for each environment to be used** (see Section 8.d.).
  - ☐ **Obtain URLs for JINDEX environments from DES Staff**

## **Attachment 2**

### **- eMS Onboarding Resources and Contacts -**

For more information on the eTRIP Initiative, go to:

<http://trafficrecords.wa.gov/etrip-program/>

For more information on SECTOR, go to:

<http://trafficrecords.wa.gov/etrip-program/etrip-program/>

To obtain a copy of the Business Assessment form required to apply to become an eMS participant, contact:

Debbie Peterman  
SECTOR System Administrator  
[SECTORAdmin@wsp.wa.gov](mailto:SECTORAdmin@wsp.wa.gov)  
(360) 596-4976

To obtain a copy of the eTMS Programmers Guide, contact:

Bill Moneer  
WaTech  
[bill.moneer@watech.wa.gov](mailto:bill.moneer@watech.wa.gov)  
(360) 407-8849

To obtain message schema for currently available eMS message types:

For SECTOR Ticket and Disposition messages, contact:

Administrative Office of the Courts  
[sectorsupport@courts.wa.gov](mailto:sectorsupport@courts.wa.gov)

For SECTOR Collision and "Full" Collisions messages, contact:

Matty Olesh  
Washington State Department of Transportation  
[oleshm@wsdot.wa.gov](mailto:oleshm@wsdot.wa.gov)  
(360) 570-2465





## ADDENDUM NO. 2

**Project:** RFP 17-18 POLICE RECORDS MANAGEMENT AND REPORT WRITING SYSTEM

**Date:** JULY 16, 2018

This Addendum shall become as fully a part of the above-named project drawings, specifications and bid documents as if therein written and shall take full and complete charge over anything therein written contained to the contrary. Each bidder shall be responsible for reading this Addendum to ascertain to what extent and in what manner it affects the work to be performed.

---

**THIS ADDENDUM DOES NOT CHANGE THE DUE DATE FOR PROPOSALS:**

### **QUESTIONS & ANSWERS**

1. Appendix D states, "Provide at least three references that are similar in size and requirements to this project, and that have implemented your software in the past five years. Reference sites should be fully implemented and live on the current version of the software." My question is whether "current version" will be a mandatory requirement that, if not fully met, will result in immediate disqualification.

**Vendors must provide reference sites that have the current version of the system fully implemented and live. Providing references not using the current version will disqualify vendors.**

2. The RFP indicates the system will be expected to be installed and operational during the second quarter of 2019. Is the City flexible on that go live date?

**Because of the need to bring the system online in a timely manner and to meet the City's needs, the installation and operational start date are not flexible.**

3. Regarding the information provided in Addendum 1, does the City want vendors to propose the hardware and commercial software required by LexisNexis for their ELT utility?

**Vendors should propose any and all software and hardware that is required for their systems to operate with full functionality and interfaces as required in the RFP.**

4. Regarding Appendix K, can the City provide an Excel sheet with the following changes:

- Unlock cell 713D
- Allow adjustment of row height for rows 568, 582, 587, 614, 646, 710, and 713

**Herein attached is a revised spreadsheet that addresses these matters.**



5. Can the City of Vancouver please provide a copy of the Pre-booking form that is used by the Jail? The pre-book form is referenced on Page 7 (Appendices) of the Police Records Management Reporting Writing Document.

**Yes, a copy is herein attached.**

6. The proposal references the City's Minority Vendor commitment on page 6, is this considered in the scoring?

**No, only those items listed will be considered during the evaluation process.**

7. Is the City willing to sign a non-disclosure agreement given the requirement to conduct a hands-on review of the solution?

**No, unless the non-disclosure agreement provides an exception for requests for public records under RCW 42.56 (which admittedly, wouldn't be doing much to prevent disclosure.) The reason for this, is that solutions we view and consider in the rating process are "public records" which have been "used" by the City – even if we never take possession of such records. Concerned Ratepayers v. PUD No. 1 of Clark County, 138 Wn.2d 950 (1999).**

8. Can you provide additional details on migration / conversion of legacy data?

- a. What are the databases from where legacy data is to be migrated from?

**The Versaterm database is a proprietary system. We have an option to have them (Versaterm) perform a data extraction to a flat file format. We also have set up a SQL reporting server that is updated nightly. We could use this to extract the Vancouver data.**

- b. How many years of data to be migrated?

**Data from the period April, 2015 until new system implementation.**

- c. Size of database(s) to be migrated?

**Herein attached is an SQL server disk usage report. Please note, this contains several agencies data. Vancouver has roughly 62,000 reports in the system.**

- d. What are all the different modules from where data is to be migrated?

**Modules include incident reporting, field interviews, warrants, property/evidence, case management, names, vehicles, businesses, media and photos, attachments, supplements, follow ups, unknown suspects, tickets, and arrests.**

9. For the Hardware costs do you want us to obtain quote from any specific vendor. We normally check the prices from Dell and will include in the cost proposal.

**Vendors may provide quotes from any source for hardware but note however the City will be purchasing the hardware through its own sources. The purpose of providing quotes for hardware is to assist in determining the total cost of ownership for the new system.**

10. What is the term for which the price proposal is to be submitted. Is it for 1 year, 3 years or 5 years.

**Term of pricing will be negotiated with selected vendor.**

11. How do we propose the Annual recurring costs, e.g. Software Maintenance or Hosting fees (Cloud Pricing). Can we add an additional tab to the price proposal or do we mention about it under Assumptions.

**Please include it in "other" section of pricing document.**

12. Can we include the cost of Software modification and customization (to comply with the City Business Rules) under "Professional Services" tab in the Price Proposal.

**Yes, that information can be included.**

13. Will a vendor be disqualified if they do not have any police agency references that are similar in size and requirements to the proposed project?

**No however vendor proposals will be rated according to the scoring criteria described in the RFP.**

14. Will a vendor be disqualified if they cannot provide the names of three police agencies for site visits that are different from the agencies used as references?

**No however it will impact the vendor's scoring.**

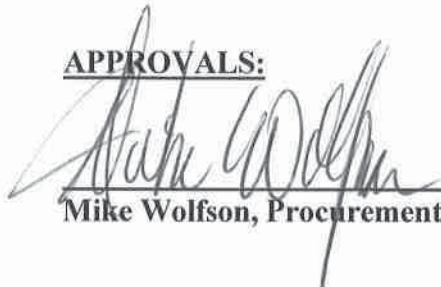
15. Could you provide more information on your expectations for a module to document K9-related activities?

**Vendors should respond to this requirement according to their current system's capabilities.**

16. Could you provide more information on your expectations for a module to manage confidential informants?

**Vendors should respond to this requirement according to their current system's capabilities.**

**APPROVALS:**



Mike Wolfson, Procurement Specialist

Date:

7/16/18



## **Staff Report 072-19**

**TO:** Mayor and City Council

**FROM:** Eric Holmes, City Manager

**DATE:** 6/17/2019

**SUBJECT** Extension of Temporary Moratorium on Self-Storage Structures

### **Key Points**

- State law allows cities and counties to place temporary moratoria on particular uses for up to six months while studies are conducted related to such uses and how they should be regulated.
- On December 17, 2018, City Council adopted ordinance M-4259 establishing an emergency 6-month moratorium on the acceptance and processing of applications for permits for self-storage structures.
- Staff has begun a planning process including research of storage business practices and trends, and outreach to impacted businesses in Vancouver.

### **Strategic Plan Alignment**

**Goal 8:** Strengthen commercial, retail and community districts throughout the city.

### **Present Situation**

The current moratorium prohibits the acceptance and processing of applications for permits for the development or expansion of self-storage structures until June 17, 2019. The moratorium has provided time to begin an analysis and develop recommended updates to standards and locations for siting storage facilities. The storage analysis and recommendations will also be informed by the Commercial Corridors Strategy, a larger review begun in March 2019 to examine areas in and near five major corridors in an effort to facilitate efficient urban density economic development and housing on and near major corridors through appropriate uses, building orientation, parking and other provisions. Extending the storage moratorium until December 17, 2019, will allow completion of the analysis and recommendations according to the enclosed workplan. Recent staff activities towards this goal include initial outreach to local storage businesses, and research of industry trends, other jurisdictions' approaches, and existing conditions locally.

## Self-Storage Zoning Standards General Workplan

- |         |                                                                                                      |
|---------|------------------------------------------------------------------------------------------------------|
| 2019    | • Complete inventory of existing local storage facilities                                            |
| Q1      | • Initiate Commercial Corridors Strategy                                                             |
|         | • Conduct storage stakeholder outreach                                                               |
| 2019 Q2 | • Identify storage industry trends, and land use regulatory approaches from comparable jurisdictions |
| 2019 Q3 | • Draft initial recommendations                                                                      |
| 2019 Q4 | • Planning Commission and City Council worksession and public hearing                                |

### **Advantage(s)**

1. Allows the City time to complete analysis and recommendations for appropriate standards for locating storage facilities
2. Allows time for completion of associated public process, stakeholder outreach, and required environmental review
3. Avoids applications for uses that would conflict with the achievement of the City of Vancouver long-range vision for economic development and corridor development as articulated in the Strategic Plan and Comprehensive Plans.

### **Disadvantage(s)**

Prohibits the acceptance and processing of applications for permits for previously allowed storage facilities for an additional six months.

### **Budget Impact**

No direct impacts

### **Prior Council Review**

1. December 17, 2018, adoption of ordinance M-4259 adopting temporary moratorium
2. January 28, 2019, approval of resolution M-4000 adopting findings of fact in support of ordinance M-4259

### **Action Requested**

On Monday, June 17, 2019, subject to second reading and public hearing, approve ordinance.

*Bryan Snodgrass, Principal Planner, 487-7946*

### **ATTACHMENTS:**

- ▣ Ordinance

06/10/19  
06/17/19

ORDINANCE NO. M-4269

AN ORDINANCE continuing a temporary moratorium for the duration of six additional months upon the acceptance and processing of applications for permits for the development or expansion of self-service storage structures in the in the Community Commercial (CC), General Commercial (GC), Office Commercial Industrial (OCI) and Light Industrial (IL) zoning districts as defined in Vancouver Municipal Code Title 20, and establishing an immediate effective date.

WHEREAS, the City has the authority to adopt and continue temporary moratoria pursuant to RCW 36.70A.390 and 35.63.200; and

WHEREAS, on December 17, 2018, the City adopted Ordinance M-4259, which established a six-month moratorium on the acceptance and processing of applications for permits for the development or expansion of self-service storage structures in the Community Commercial (CC), General Commercial (GC), Office Commercial Industrial (OCI) and Light Industrial (IL) zoning districts; and

WHEREAS, prior to adoption of the temporary moratorium, the City allowed self-service storage structures as a permitted use in Community Commercial (CC), General Commercial (GC), Office Commercial Industrial (OCI) and Light Industrial (IL) zones; and

WHEREAS, self-service storage facilities have been found in other Washington jurisdictions to employ approximately 1 person per acre and generate little pedestrian traffic; and

WHEREAS, the Vancouver Comprehensive Plan policies EC-1 and EC-6 call for an increase in the ratio of jobs to residents citywide, and maximum utilization of land designated for

employment, and Appendix C includes that commercially designated lands will average 25 jobs per net acre, and industrial lands 11 jobs per net acre; and

WHEREAS, 2018 public testimony from an existing self-storage proprietor indicates an industry trend towards unstaffed self-storage facilities, and associated security concerns; and

WHEREAS, the CC zone is designed to provide for retail goods and services purchased regularly by residents of several nearby neighborhoods as well as offices, institutions and housing; and

WHEREAS, the CG zone is designed to provide for a full range of retail, office, and civic uses with a City-wide to regional trade area with some light industrial uses allowed, but limited so as not to detract from the predominant commercial character of the district; and

WHEREAS, the OCI zone is designed to provide for appropriate locations for office, light industrial and small-scale commercial uses (e.g., restaurants, personal services and fitness centers) either singly or in combination; and

WHEREAS, self-service storage facilities are large structures that do not generate significant pedestrian traffic or contribute to the vibrancy of the area where they are located; and

WHEREAS, self-service storage facilities may have large areas of undifferentiated wall space with no window or other interest-generated feature, which are inconsistent with Comprehensive Plan policies CD-4, CD-7 and CD-8 that encourage increased streetfront use, visual interest and integration with adjacent buildings; and

WHEREAS, current regulations do not adequately establish locational or design standards for self-service storage structures; and

WHEREAS, the City intends to undertake the study of commercial corridors along Fourth Plain Boulevard, Mill Plain Boulevard, Evergreen Boulevard, Grand Avenue, and St Johns and St James Boulevard, and potentially other corridors; and

WHEREAS, the City finds that in order to preserve the ability to prepare a plan for the Commercial Corridor Study Areas with the widest range of choices and alternatives for future development, it is necessary to continue to temporarily restrict development and expansion of self-service storage structures; and

WHEREAS, without continuance of the temporary moratorium the City could, in the near future, receive applications for development that would conflict with the achievement of the long-range vision for these areas that will be defined by in the commercial corridor study; and

WHEREAS, continuance of the temporary moratorium as proposed herein will allow the City additional time to complete research, conduct stakeholder outreach and develop standards for the development of self-service storage facilities, implement additional new regulation elements, and amend existing zoning ordinances if necessary; and

WHEREAS, continuance of the temporary moratorium will enable the City to hold public hearings and maximize public input in the development of standards without jeopardizing any possible land use options that may be precluded by unrestricted development; and

WHEREAS, the City Council believes that the continuance of the temporary moratorium promotes the public health, safety, and general welfare and convenience of the people of Vancouver, and will encourage the most desirable and productive use of land and properties;

NOW, THEREFORE,

BE IT ORDAINED BY THE CITY OF VANCOUVER:

Section 1. Temporary Moratorium. As authorized by RCW 36.70A.390 and RCW 35.63.200, the City Council hereby continues the temporary moratorium established by Ordinance M-4259 for an additional six months upon the acceptance and processing of applications for permits for the development or expansion of self-service storage structures in the Community Commercial (CC), General Commercial (GC), Office Commercial Industrial (OCI) and Light Industrial (IL) zoning districts as defined in Vancouver Municipal Code Title 20;

Section 2. Exemptions. The moratorium established in Section 1 of this ordinance shall not apply to permits required for upkeep, repair, or maintenance of existing self-service storage structures or work mandated by the City to maintain public health and safety.

Section 3. Duration. This moratorium shall be in effect for six months following the effective date of this ordinance.

Section 4. Vested Rights. The moratorium created by this ordinance does not apply to properties with vested rights existing on the date of enactment of this ordinance. “Vested Rights” shall be defined in accordance with VMC 20.210.110.

Section 5. Public Hearing Required. Pursuant to RCW 35.63.200 and RCW 36.70A.390, a public hearing on the adopted moratorium shall be held no more than sixty days from the adoption of this ordinance.

Section 6. Effective date. This ordinance shall become effective immediately upon passage. The City Clerk is directed to publish a summary hereof including the title at the earliest possible publication date.



Read the first time: June 10, 2019

Ayes: Councilmembers Lebowsky, Glover, Stober, Mayor McEnerny-Ogle

Nays: Councilmembers Turlay, Hansen

Absent: Councilmembers Paulsen

Read the second time: June 17, 2019

Passed by the following vote: 5-2

Ayes: Councilmembers Paulsen, Lebowsky, Glover, Stober, Mayor McEnerny-Ogle

Nays: Councilmembers Turlay, Hansen

Absent: Councilmembers None

SIGNED this 17th day of June, 2019.

\_\_\_\_\_  
Anne McEnerny-Ogle, Mayor

Attest:

\_\_\_\_\_  
Natasha Ramras, City Clerk

Approved as to form:

\_\_\_\_\_  
E. Bronson Potter, City Attorney

## SUMMARY

### ORDINANCE NO. M-4269

AN ORDINANCE continuing a temporary moratorium for an additional six months upon the acceptance and processing of applications for permits for the development or expansion of self-service storage structures in the Community Commercial (CC), General Commercial (GC), Office Commercial Industrial (OCI) and Light Industrial (IL) zoning districts as defined in Vancouver Municipal Code Title 20, and establishing an immediate effective date.

The full text of this ordinance will be mailed upon request. Contact Raelyn McJilton, Records Officer at 487-8711, or via [www.cityofvancouver.us](http://www.cityofvancouver.us) (Go to City Government and Public Records).

# Self Storage Temporary Moratorium Extension

VANCOUVER  
CITY HALL



**June 17, 2019**

**Vancouver City Council Public Hearing**

**Bryan Snodgrass**, Principal Planner, and  
**Cayla Cothron**, Associate Planner, Community  
& Economic Development Department

# Council Review to date

- December, 2018: Council Adopted ordinance placing a 6-month moratorium on development or expansion of self-service storage structures in the Community Commercial (CC), General Commercial (GC), and Office Campus Industrial (OCI) and Light Industrial (IL) zoning districts citywide.
- January 28, 2019: adopted resolution in support of 2018 ordinance

# Moratorium Rationale

- Appropriateness of storage facilities on commercial corridors raised in 2018 Annual Review and Development Agreement proposals.
- Potential conflicts with Vancouver Strategic and Comprehensive Plan goals and assumptions regarding development of commercial districts and corridors, efficient use of all employment land, and job creation.
- Eleven storage applications in Vancouver in past five years.

# General Workplan to Resolve Moratorium

|         |                                                                                                                                                                                                     |
|---------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 2019 Q1 | <ul style="list-style-type: none"><li>• Complete inventory of existing local storage facilities</li><li>• Initiate Commercial Corridors Strategy</li></ul>                                          |
| 2019 Q2 | <ul style="list-style-type: none"><li>• Conduct storage stakeholder outreach</li><li>• Identify storage industry trends, and land use regulatory approaches from comparable jurisdictions</li></ul> |
| 2019 Q3 | <ul style="list-style-type: none"><li>• Draft initial recommendations for appropriate locations and standards for siting storage facilities</li></ul>                                               |
| 2019 Q4 | <ul style="list-style-type: none"><li>• Planning Commission and City Council worksession and public hearings</li></ul>                                                                              |

# Action Requested and Next Steps

- Approve ordinance in support of temporary development moratorium extension through December 17, 2019
- Staff to continue storage research and local outreach, and Commercial Corridor project in accordance with workplan. Planning Commission and Council hearings on new storage standards anticipated in fall/winter 2019.



# Questions and Discussion

- Bryan Snodgrass, Community & Economic Development  
[bryan.snodgrass@cityofvancouver.us](mailto:bryan.snodgrass@cityofvancouver.us)