



LUCAS COUNTY OHIO
INVITATION TO BID
GPS/GIS Road Centerline Project

Emergency Services - 911	10-011C
COUNTY AGENCY	BID NUMBER

June 23, 2010 AT 2:00 P.M. (local time)

DATE AND TIME OF BID OPENING

BIDDER MUST COMPLETE THE FOLLOWING:

NAME OF COMPANY OFFICIAL _____

OFFICIAL'S SIGNATURE _____

NAME OF COMPANY _____

ADDRESS _____

CITY, STATE & ZIP _____

TELEPHONE NUMBER _____

FAX NUMBER _____

E-MAIL ADDRESS _____

The Lucas County Board of Commissioners is seeking bids for **GPS/GIS Road Centerline Project**

Any bidder submitting a bid must submit a completed bid following the procedure outlined in this Invitation to Bid (ITB) no later than **June 23, 2010 at 2:00 p.m. (local time)**. All of the sections applicable in the Invitation to Bid shall be read so as to give meaning to all such provisions. However, when there is a conflict in the interpretation between a specification in the Invitation to Bid and sections, the specification in the Invitation to Bid shall take precedence.

1.0 Legal Framework

This Invitation to Bid (ITB) is issued under the provisions of the Ohio Revised Code (ORC) Sections 307.86 to 307.92. All bids submitted in response to this ITB shall comply with Ohio law. The laws of the State of Ohio will govern any disputes rising under this ITB and subsequent contract.

2.0 Bid Opening

The bid opening is scheduled for **June 23, 2010 at 2:00 p.m. (local time)**. All sealed bids received after this time and date, for any reason, will be rejected. The opening of the sealed bids will take place at the Lucas County Support Services, Purchasing Division, One Government Center, Suite 480, Fourth Floor, Toledo, Ohio 43604-2247

3.0 Bid's Bid Bond Requirement

A bid bond in the amount of **Five Thousand Dollars (\$5,000.00)** must be included with each bid or be disqualified. The bond is to be in the form of a surety bond, certified check, cashier's check, or money order from a solvent bank, or savings and loan association with the Lucas County Board of Commissioners identified as the obligee. Bonds will be returned to unsuccessful bidders within thirty days of contract award. Bonds will be returned to the successful bidder within 30 days of receipt of goods.

4.0 Pre-Bid Conference

No Pre-Bid Conference is scheduled for this ITB

5.0 Prevailing Wage

<input type="checkbox"/>	Applicable if box is checked
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Prevailing Wage does not pertain to this ITB.

6.0 Administrative Requirements

By submitting a bid, the bidder will be held accountable to know the specifications and conditions under which this contract will

be accomplished. This includes the contents of all proposal documents, regulations, and applicable laws.

Each bid will be submitted in a clearly marked sealed container or envelope, with the project title, Bid #, date and time of bid opening marked clearly on the outside of the package. If a selected bidder chooses not to submit a bid, the bid should be returned and marked "No Bid" for the project title, Bid #, date and time of bid opening on the envelope or package. All bids must be sent to:

**Lucas County Support Services, Purchasing Division
One Government Center, Suite 480
Toledo OH 43604-2247**

The entire set of completed ITB documents must be returned intact and in the following order:

- a. Original completed Request for Bid (ITB) and **one (1) copy**; this includes any amendments applicable to this ITB.
- b. Completed Affidavits: (1) Delinquent Property Tax, (2) Non-Discrimination, (3) Non-collusion, (4) No Findings for Recovery, (5) Compliance Affidavit for Businesses, (6) Transparency Purchasing Policy Disclosure, (7) Sweatfree Affidavit and (8) Living Wage Affidavit; all signed by your legally authorized representative and notarized and (9) Government Business and Funding Contracts.
- c. Bid Bond - Separated from (ITB) and Marked "Bid Bond", your Company's Name, Project Title and Bid Number. **The bid bond is mandatory.** A bidder will be disqualified if the bid bond is not submitted.
- d. The ITB Pricing Response Form completed in its entirety **(Section B).**

Faxed transmissions of bid are unacceptable. Sealed bids received through the mail after the specified date and time will also be returned.

Lucas County reserves the right to postpone the bid opening for its convenience. Bidders are required to submit firm and fixed prices in the format specified on the pricing sheet **(Section B)**. When there are errors in multiplication or addition in a bid, the unit price quoted will be used for calculating the correct total bid. If the error is in the unit price, the bid will be automatically disqualified.

All bid pricing will be valid for 60 (sixty) calendar days from the bid opening date to permit adequate evaluation of bid responses.

Lucas County may make this award as a whole or on a partial basis, based on the individual bid specifications.

The Board of County Commissioners does not obligate itself to purchase the full quantities indicated and the unit price bid must be effective if purchase is less. Conversely, the Board's requirements may be in excess of the quantities shown and the successful bidder shall be required to furnish all requirements

There will be no incidental charges for services. If Lucas County has left any information out of these specifications where the Vendor would foresee additional charges/fees, bidder must include that information on the attached exception form.

All materials in the bid will become the property of Lucas County and may be returned only at the County's discretion. Materials received constitute public information as a matter of statutory law and will be made available for public inspection and copying upon request by members of the public pursuant to ORC Section 149.43. Any portion of the bid to be held confidential should be marked to that effect and will not be considered public record if it clearly falls within an exemption enumerated in ORC Section 149.43.

Additional information, such as brochures, glossies and or promotional materials, is to be provided in a separate section at the back of the response.

6.1 Additional Administrative Requirements - Compliance with Support Order(s)

Financial responsibility, integrity, and accountability are essential for operating a business that services the public. Unpaid obligations are a social problem, which threatens the welfare of children and increases the burden on taxpayers to provide social services. Due to the public's growing concern with non-paying parents, government initiatives to create additional, effective enforcement mechanisms are necessary. It is in the County's interest that all contractors doing business with Lucas County demonstrate financial responsibility and integrity and accountability.

All bidders must submit the completed "Compliance Affidavit For Businesses" with their bid. Once a lowest and best bidder has been determined and prior to award, this form will be submitted by Lucas County to the Child Support Enforcement Agency for certification of substantial compliance of court ordered and/or agency ordered child support of any individuals of the company who have twenty-five (25%) percent or greater vested interest in the company. If the individual is found to be not in compliance, said bidder will be notified that the individual is not in compliance and therefore the bidder/company/contractor is not in compliance and will have five (5) days to be in compliance from date of notification. Failure to comply will cause disqualification of the bidder's/company's /contractor's bid.

Bidders should contact Lucas County Child Support Enforcement Agency, (419) 213-3106, regarding this requirement should they have questions.

6.2 Additional Administrative Requirements - Declaration Regarding Material Assistance/Non-assistance to a Terrorist Organization (DMA) Section 9.08

Ohio Revised Code Section 2909.21 Terrorism requires that any contract that will result in an Offeror receiving funding in an aggregate amount greater than \$100,000 annually shall certify that it does not provide material assistance to any organization on the United States Department of State Terrorist exclusion list. Prior to award of the contract, the successful Offeror shall complete the DMA Form (Section A).

Affixing a signature on the Declaration Regarding Material Assistance/Nonassistance to a Terrorist Organization form of the Proposal, the Offeror certifies that it does not provide material assistance to any organization on the list, and that failure to complete the form or answer "yes" to any question shall serve for the purposes of this affidavit as a disclosure of the provision of assistance to an organization that is listed on the terrorist exclusion list (Section A).

7.0 Contract Administration

The Lucas County Purchasing Department will administer the contract.

8.0 Bid Evaluation Criteria and Award

An award will be made to the provider who is considered lowest and best bid for the County's needs.

Lucas County Board of Commissioners reserves the right to reject any and all bids, to waive minor technicalities and to request a re-bid through the bid process. Lucas County reserves the right to conduct site visits of proposed facilities (at County expense) to determine capability of the bidder to perform.

9.0 Bid Alterations, Amendments, and Alternate Bids

No alterations, additions (alternate bids), or exceptions to the specifications contained herein are permitted except by amendments issued by the Lucas County Purchasing Department to all bidders that have received an ITB.

During the bid process, bidders may be furnished certain amendments covering additions or deletions to the ITB documents. Amendments will be included in the scope of work and will become a part of contract documents. Amendments may be issued up to seventy-two (72) hours preceding the bid opening date, excluding weekends and holidays.

Any prospective bidder desiring an explanation or interpretation of the ITB or specifications must request it in writing soon enough to allow a reply to reach all prospective bidders before the submission of their bids but no later than 5 (five) business days prior to the bid opening. Oral explanations or instructions given before the award of a contract will not be binding. Any information given a prospective bidder concerning the ITB will be furnished promptly to all other prospective bidders as an

amendment, if that information is necessary in submitting bids or if the lack of it would be prejudicial to other prospective bidders.

10.0 Equal Opportunity Provisions Required

All bidders must be willing to enter a contract containing the express language contained in Section 125.111 of the ORC, which requires the following:

Every contract for or on behalf of the state or any of its political subdivisions for the purchase of materials, equipment, supplies, contract of insurance, or services shall contain provisions similar to those required by Section 153.59 of the Revised Code in the case of construction contracts by which the bidder agrees to both of the following:

That in the hiring of employees for the performance of work under the contract or any subcontract no bidder or subcontractor shall, by reasons of race, color, religion, sex, age, handicap, national origin or ancestry, discriminate against any citizen of this state in the employment of a person qualified and available to perform the work to which the contract relates.

That no bidder, subcontractor, or any person acting on behalf of any bidder or subcontractor shall, in any manner, discriminate against, intimidate, or retaliate against any employee hired for the performance of work under the contract on account of race, color, religion, sex, age, handicap, national origin or ancestry.

All bidders who contract with the state or any of its political subdivisions for materials, equipment, supplies, contracts of insurance, or services shall have a written affirmative action program for the employment and effective utilization of economically disadvantaged persons, as defined in Section 122.71 of the Revised Code. Annually, each such bidder shall file a description of the affirmative action program and a progress report on its implementation with the Ohio Civil Rights Commission and the Minority Business Development Office established under Section 122.92 of the Ohio Revised Code.

11.0 Insurance Requirements

If bid specifications require performance of labor for Lucas County, seller must agree to indemnify and protect Lucas County against all liabilities, claims, or demands for injuries or damages to any person or property growing out of the performance of this contract, by seller, its servants, employees agents or representatives. Prior to issuance of purchase order, the successful bidder must furnish an Insurance Carrier's Certificate

showing that the seller has adequate worker's compensation, public liability, and property damage insurance coverage in accordance with the "County of Lucas Contractor Insurance" page of the bid document.

12.0 Contract Term and Extension

The successful bidder's Support Services and Implementation Work Plan submission may define the term of the resulting contract. The exact contract commencement date, completion date, and option periods will be set forth in the contract and resolution approving the contract as adopted by the Lucas County Board of Commissioners.

13.0 Invoices

The bidder will be required to submit invoices in triplicate (one original and two copies) to the "invoice to" address identified in the purchase order used to issue orders against this contract. The bidder's Federal Tax Identification Number should appear on all statements and invoices.

Invoices must include the following:

Name and address of bidder
Invoice remittance address as designated in the contract & description including:

Billing period
Location
Unit Code (must match bid)
Calculated extended cost
Description of item purchased
P. O. or Contract #

14.0 Assignment/Subcontractor

Neither the contract nor any rights, duties or obligations described herein will be assigned by either party hereto without prior express, written consent of the other party. The contract will be made pursuant to the bid submitted by the bidder. The contract will be based on the bidder's qualifications and responsibilities. The bidder will not sublet or assign the contract nor shall any subcontractor commence performance of any part of the work included in the resulting contract, without the previous written consent of Lucas County.

15.0 Taxes

Lucas County does not pay local, state or Federal taxes. If requested, the bidder will be furnished with an exemption certificate.

16.0 Permits/Codes

The selected bidder is responsible for obtaining all permits and licenses required for performance of the work specified. All labor and materials provided under this agreement shall meet or exceed minimum standards covered by the current applicable code(s) or bidder shall have obtained a legal waiver.

17.0 Compliance with the Law

The bidder must agree to comply with all applicable Federal, state, and local laws in the conduct of the work specified in this ITB including applicable state and Federal laws regarding drug-free work places. The bidder will be required to accept full responsibility for payment of all taxes and insurance premiums including, but not limited to; Unemployment Compensation insurance premiums, Workers' Compensation, all income tax deductions, Social Security Deductions, and any other taxes or payroll deductions required for all employees engaged by the bidder in the performance of the work specified in this ITB.

18.0 Pricing

Bidders are expected to quote firm and fixed prices on a per unit basis, in the format specified in **(Section B)**. The successful bidder will not change the unit price or the scope of work during the contract period or any extension periods, however, should the bidder receive a decrease in overall costs associated with the commodity, this provision shall allow for modification of the existing contract to decrease the price.

Bidders must utilize pricing forms supplied in this document contained with **(Section B)**.

It is the County's intent to establish a contractual arrangement for specified commodity or service. Any services not specifically named on the pricing pages are to be named and priced on Additional Response Area **(Section C)**. Additional pricing may be submitted on subsequent pages so long as presented in a manner consistent with supplied format.

There will be no incidental charges for services. If Lucas County has left any information out of these specifications where the Bidder would foresee additional charges/fees, the bidder must include that information on the exception sheet found in **(Section C)**.

19.0 Termination for Convenience

Lucas County reserves the right to terminate the resulting contracts for its convenience by giving the bidder 30 (thirty) days written notice. Lucas County reserves the right to terminate during the contract period or any subsequent renewal period.

20.0 Termination for Default

Lucas County may terminate the contract at any time the bidder fails to carry out its provision under the terms and conditions of the specified contract after issuance of a cure notice. The bidder will have thirty days after notice of required improvement to make necessary corrections. If, after such notice, the bidder fails to remedy the conditions, Lucas County will issue an order to stop work immediately and terminate the contract without obligation.

21.0 Non-Acceptance Criteria for Work, Materials and Service

No certificate of payment, no provision in the bidding documents, or any partial shipment of materials or entire occupancy of government shall constitute an acceptance of work, materials or service not done or provided in accordance with the contract documents, or relieve the bidder of liability for any express or implied warranties or responsibility for faulty materials or workmanship. The bidder shall remedy any defects in the work, material or service and pay for any other resulting damage to other work, material or equipment which appears within one year of final acceptance of the work, materials, or service unless a longer period is elsewhere specified. Nothing stated herein should relieve the bidder of common law liability for latent defects, which may appear after the expiration of the warranty period.

22.0 Performance Requirements

The delivery of any material, equipment, or the performance of any service that does not conform in all respects to the specifications will be rejected and the Board of Commissioner's representative and reasons for the rejection shall notify the Bidder. If the Bidder fails to make immediate replacement of such rejected material, equipment or service meeting the specifications, the Board of Commissioners will procure in the open market materials, and equipment, or hire labor of the quality required to meet the specifications up to the value rejected and the Bidder and his surety shall be liable to the Board of Commissioners for the total costs of the correction. The Board of Commissioner's performance of the work, when the Bidder is not doing the work in accordance with the specifications of the contract, shall result in a claim against the bidder for all costs and damages which will be allowed by reason of such non-performance.

If the Bidder defaults or neglects to carry out the work in any respect in accordance with the contract documents and fails to correct the default, except where an extension of time is granted in writing by the County, the County upon written notice to the Bidder may, without prejudice to any other remedies the County may have, make the correction required. If the default or neglect results in a threat to the safety of persons or property, the Bidder must immediately commence to correct such default or neglect upon written or oral notice.

23.0 Indemnification

The Bidder awarded this contract shall assume the defense of, indemnify, and save harmless the County or any authorized political subdivision receiving services under this contract from any claims or liabilities of any type or nature to any person, bidder, or corporation arising in any manner from the bidders performance of the work required under this contract and shall pay any judgment obtained or growing out of said claims, liabilities, or any of them.

24.0 Non-Appropriation of Funds

Bidders are advised that although the term of this contract may span several fiscal years, this contract is contingent upon the County budgeting and appropriating the funds necessary for the continuation of this contract in the current year. In the event that the funds necessary for the continuation of this contract are not approved for expenditure in any year, this contract shall terminate on the last day of the fiscal year in which funding was approved, with no penalty to the County.

25.0 Co-Op Opportunities

ORC 9.48 allows any county to participate in contracts of other counties or townships in the acquisition of equipment, materials, supplies or services using the same terms, conditions and specifications and same or lower price.

Lucas County may permit authorized counties, townships or municipalities here after referred to as political subdivisions, to participate in contracts that Lucas County has entered into for the purchase of certain supplies, services, materials and equipment. Upon contract award, authorized political subdivisions are approved to order directly with the supplier. All invoices for such purchases must be sent directly to the ordering political subdivisions' billing address. Under no circumstances is Lucas County obligated to that political subdivision's financial commitments.

COUNTY OF LUCAS CONTRACTOR INSURANCE

21 INSURANCE

21.1 The CONTRACTOR shall purchase and maintain such insurance as will protect him from claims set forth below which may arise out of or result from the CONTRACTOR'S execution of the WORK, whether such execution be by himself or by any SUBCONTRACTOR or by anyone directly employed by any of them, or by any one for whose acts any of them may be liable:

21.1.1 Claims under workmen's compensation, disability, benefit and other similar employee benefit acts;

21.1.2 Claims for damages because of bodily injury, sickness or disease or death of his employees;

21.1.3 Claims for damages because of bodily injury, sickness or disease or death of any person other than his employees;

21.1.4 Claims for damages insured by usual personal injury liability coverage which are sustained (1) by any person as a result of an offense directly or indirectly related to the employment of such person by the CONTRACTOR, or (2) by any other person; and

21.1.5 Claims for damages because of injury to or destruction of tangible property, including loss of use resulting there from.

21.2 Certificate of Insurance acceptable to the OWNER shall be filed with the OWNER prior to commencement of the WORK naming OWNER as additional insured. These Certificates shall contain a provision that coverages afforded under the policies will not be canceled unless at least thirty (30) days prior WRITTEN NOTICE has been given to the OWNER.

21.3 The CONTRACTOR shall procure and maintain, at his own expense, during the CONTRACT TIME, liability insurance as hereinafter specified;

21.3.1 Comprehensive General Liability and Property Damage, Contractor's Protective Liability, Contractual Liability, Completed Operations-Products, Automobile Bodily Injury and Property Damage, owned and non-owned and hired vehicles and Owner's Protective Liability. The latter policy shall name as the insured the OWNER. If excluded from CONTRACTOR'S standard coverages, the following shall be deleted for policies provided under the CONTRACT DOCUMENT EXCLUSIONS: (1) "Underground Operations" (2) "Third Party Beneficiary" and (3) "Collapse" - where exposure is determined. Bodily Injury Liability and Property Damage Insurance shall cover the use of "Explosives" if used in performance of the CONTRACT. Insurance should be placed with a carrier with an AM Best Rating of at least an A-.

The types and **minimum** limits of insurance shall be as follows:

Commercial General Liability Insurance -
General Aggregate Limit - \$2,000,000
Products-Completed Operations-

Aggregate Limit - \$2,000,000
Personal and Advertising
Injury Limit - \$1,000,000
Each Occurrence Limit - \$1,000,000
Comprehensive Automobile Liability
Bodily Injury & Property Damage Liability Limit
Each Occurrence - \$1,000,000

The above minimum coverages may be obtained through the primary insurance or any combination of primary and umbrella insurance. In addition, the General Aggregate Limit shall be required on a per project basis.

21.3.2 The CONTRACTOR shall acquire and maintain, if applicable, Fire and Extended Coverage Insurance upon the PROJECT to the full insurable value thereof for the benefit of the OWNER, the CONTRACTOR, and SUBCONTRACTORS as their interest may appear. This provision shall in no way release the CONTRACTOR or CONTRACTOR'S surety from obligations under the CONTRACT DOCUMENTS to fully complete the PROJECT.

21.4 The CONTRACTOR shall procure and maintain at his own expense, during the CONTRACT TIME, in accordance with the provisions of the laws of the state in which the work is performed, Workmen's Compensation Insurance, including occupational disease provisions, for all of his employees at the site of the PROJECT and in case any work is sublet, the CONTRACTOR shall require such SUBCONTRACTOR similarly to provide Workmen's Compensation Insurance, including occupational disease provisions for all of the latter's employees unless such employees are covered by the protection afforded by the CONTRACTOR. In case any class of employees engaged in hazardous work under this contract at the site of the PROJECT is not protected under Workmen's Compensation statute, the CONTRACTOR shall provide, and shall cause such SUBCONTRACTOR to provide, adequate and suitable insurance for the protection of his employees not otherwise protected.

21.5 The CONTRACTOR shall secure, if applicable, "All Risk" type Builder's Risk Insurance for Work to be performed. Unless specifically authorized by the OWNER, the amount of such insurance shall not be less than the CONTRACT PRICE totaled in the BID. The policy shall cover not less than the losses due to fire, explosion, hail, lightning, vandalism, malicious mischief, wind, collapse, riot, aircraft and smoke during the CONTRACT TIME, and until the WORK is accepted by the OWNER. The policy shall name as the insured the CONTRACTOR, and the OWNER.

22. INDEMNITY

22.1 PROFESSIONAL LIABILITY

Relative to any and all claims, losses, damages, liability and costs, the CONTRACTOR agrees to indemnify and save the County of Lucas, its officials and employees (herein after "County") harmless from and against any and all suits, actions or claims for property losses, damages or personal injury claimed to arise from a negligent act, error or omission by the CONTRACTOR or its employees.

22.2 NON-PROFESSIONAL LIABILITY

To the fullest extent permitted by law, the CONTRACTOR shall indemnify and hold harmless the County of Lucas, its officers, officials and employees (hereinafter "County"), or any of them from and against claims, damages, losses and expenses, including but not limited to attorneys' fees arising out of the acts or omissions of the CONTRACTOR, provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of property (other than the Work itself) including loss of use resulting there from, but only to the extent caused in whole or in part by the acts or omissions of the CONTRACTOR, any subCONTRACTOR(s) of the CONTRACTOR, its agents, or anyone directly employed by them or anyone whose acts they may deem liable, regardless of whether or not such claim, damage, loss or expense is caused in part by a party indemnified hereunder. Such obligation shall not be construed to negate abridge, or reduce other rights or obligations of indemnity which would otherwise exist as to a party or person described in this paragraph 22.2. It is understood and agreed that this indemnification obligation is enforceable to the full extent permitted by Ohio Revised Code Section 2305.31.

22.3 It is expressly understood and 'agreed that these indemnification obligations are enforceable to the full extent permitted by Ohio Revised Code Section 2305.31. In any and all claims against the County by any employee of the CONTRACTOR, and any subCONTRACTOR(s) of the CONTRACTOR, agent or anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable. CONTRACTOR hereby expressly waives the immunity provided to CONTRACTOR by Article II, Section 35, of the Ohio Constitution and Ohio Revised Code Section 4123.74 and 4123.741, all regarding worker's compensation immunity, so that this indemnification obligation may be enforced by the County of Lucas against CONTRACTOR in those instances.

22.4 If the CONTRACTOR subcontracts with the County, the CONTRACTOR shall require its subCONTRACTORS to indemnify the County of Lucas in accord with Article 22.

22.5 CONTRACTOR Responsible - The CONTRACTOR expressly understands that the insurance requirements as outlined above are minimum requirements to be met under the contract and does not in any manner represent that the limits, coverage or policy forms are sufficient or adequate to protect the interest or liability of the CONTRACTOR and/or its subCONTRACTORS.

THE FOLLOWING MUST BE INCLUDED (IN THE SPECIFIED AREAS) ON ALL INSURANCE CERTIFICATES:

DESCRIPTION OF THE PROJECT AND LOCATION: you may use a generalized listing of the duties to be performed under this certificate of insurance. Example: "Projects Executed for the Board of Lucas County Commissioners."

CERTIFICATE HOLDER: Board of Lucas County Commissioners, One Government Center, Suite 800, Toledo, Ohio 43604-2247.

SECTION A - AFFIDAVITS

DELINQUENT PERSONAL PROPERTY TAX STATEMENT
(O.R.C. Section 5719.042)

THIS FORM MUST BE COMPLETED IN ITS ENTIRETY AND NOTARIZED

I _____, _____, _____
(NAME) (TITLE) (NAME OF COMPANY)

affirm that at the time that I submitted the bid for _____
(BID TITLE)

to the Board of Lucas County Commissioners on _____ that
(DATE)

_____ was / was not charged with delinquent
(NAME OF COMPANY) (CIRCLE ONE)

Personal Property Taxes by the Lucas County Auditor.

(If Personal Property Taxes are delinquent, complete the following section)

The amount of delinquent Personal Property Taxes due Lucas County is
_____ and unpaid penalties and interest are _____.
(AMOUNT) (AMOUNT)

(SIGNATURE)

(COMPANY)

(DATE)

Sworn to and subscribed before me this _____ day of, _____ 20__.

(SEAL)

(NOTARY)

My Commission Expires:

(Date) _____

NON-DISCRIMINATION AND EQUAL EMPLOYMENT OPPORTUNITY AFFIDAVIT

STATE OF _____

SS

COUNTY OF _____

_____ being first duly sworn, deposes and says that
(Name)

he/she is _____ of _____ the party
(Title) (Company)

that made the foregoing proposal; that such party as bidder does not and shall not discriminate against any employee or applicant for employment because of race, religion, color, sex or national origin. If awarded the bid and contract under this proposal, said party shall take affirmative action to insure that applicants are employed and that employees are treated, during employment, without regard to their race, religion, color, sex or national origin. If successful as the lowest and best bidder under the foregoing proposal this party shall post non-discrimination notices in conspicuous places available to employees and applicants for employment setting forth the provision of this affidavit.

Furthermore, said party agrees to abide by the assurances found in Section 153.59 of the Ohio Revised Code in the Contract Provisions with the Owner if selected as the successful bidder by the owner.

(Signature)

(Affiant)

(Company/Corporations)

(Address)

(City/State/Zip Code)

Sworn to and subscribed before me this _____ day of _____, 20__.

(Seal)

(Notary)

My Commission Expires:

(Date)

NON-COLLUSION AFFIDAVIT

STATE OF OHIO,

COUNTY OF LUCAS, SS:

_____ being first duly SWORN, deposes and says that he is the _____ or authorized representative of _____ or is the party submitting this bid; that such bid is genuine and not collusive or sham; that said bidder has not colluded, conspired, connived, or agreed, directly or indirectly, with any other bidder or person, to submit a sham bid, or refrain from bidding; has not in any manner, directly or indirectly sought by agreement or collusion, or communication or conference, with any person, to fix the bid price of affiant or any other bidder, to fix any overhead, profit or cost element of said bid price, or of that of any other bidder; to secure any advantage against the County of Lucas or any person or persons interested in the proposed contract; that all statements contained in said proposal of bid are true and that, such bidder has not, directly or indirectly submitted this bid, or the contents thereof, or divulged information or data relative thereto to any other potential bidder. Further, Affiant affirms that no county employee has any financial interest in this company or the bid being submitted.

(Affiant Signature)

(Affiant Title)

SWORN to before me and subscribed in my presence
this _____ day of _____, 20_____.
(Date) (Month) (Year)

(Notary Public)

(SEAL)

My Commission Expires

(Date)

NO FINDINGS FOR RECOVERY AFFIDAVIT

THIS FORM MUST BE COMPLETED IN ITS ENTIRETY AND NOTARIZED

I _____, _____, _____
(NAME) (TITLE) (NAME OF COMPANY)

affirm that at the time that I submitted the bid for _____
(BID TITLE)

to the Board of Lucas County Commissioners on _____ that
(DATE)

_____ has / has no unresolved
(NAME OF COMPANY) (CIRCLE ONE)
finding for recovery from the State Auditor per Ohio Revised Code
Section 9.24.

(If there is unresolved finding for recovery from the State Auditor ,
complete the following section)

The amount of unresolved finding for recovery due the State Auditor is
_____ and unpaid penalties and interest are _____.
(AMOUNT) (AMOUNT)

(SIGNATURE)

(COMPANY)

(DATE)

Sworn to and subscribed before me this _____ day of, _____ 20__.

(SEAL)

(NOTARY)

My Commission Expires:

**Additional Administrative Requirements
Compliance with Support Order(s)**

Financial responsibility, integrity and accountability are essential for operating a business that services the public. Unpaid obligations are a social problem which threatens the welfare of children and increases the burden on taxpayers to provide social services. Due to the public's growing concern with non-paying parents, government initiatives to create additional, effective enforcement mechanisms are necessary. It is in the County's interest that all contractors doing business with Lucas County demonstrate financial responsibility and integrity and accountability.

All bidders **must submit** the **completed** "Compliance Affidavit For Businesses" with their bid. Once a lowest and best bidder has been determined and prior to award, this form will be submitted by Lucas County to the Child Support Enforcement Agency for certification of substantial compliance of court ordered and/or agency ordered child support of any individuals of the company who have twenty-five percent (25%) or greater vested interest in the company. If the individual is found to be not in compliance, said bidder will be notified that the individual is not in compliance and therefore the bidder/company/contractor is not in compliance and will have five (5) days to be in compliance from date of notification. Failure to comply will cause disqualification of the bidder's/company's/contractor's bid.

Bidders should contact Lucas County Child Support Enforcement Agency, 419-213-3106, regarding this requirement should they have questions.

LUCAS COUNTY SWEATFREE AFFIDAVIT

STATE OF _____

COUNTY OF _____, ss:

Personally appeared before me the undersigned, as an individual or as a representative of

_____ for a contract for _____
(Name of Entity (Type of Product or Service)

to be let by the Board of Commissioners, Lucas County, Ohio, who, being duly cautioned and sworn, makes the following statement with respect to the Lucas County Sweatfree Procurement Policy and further states that the undersigned has the authority to make the following representation on behalf of himself or herself or of the business entity:

1. Name, physical address, phone number and contact persons for each production facility that will be involved in the production of goods or the provision of services.

2. I have personal knowledge of the information contained in section 1 or I have obtained such information from any resale entity.

3. I understand my obligation to ensure that all applicable production facilities adhere to the sweatfree code of conduct as defined in Section IV of the Lucas County Sweatfree Procurement Policy.

4. I understand that if Lucas County, the State and Local Sweatfree Consortium, and/or an independent monitor find any of the production facilities listed above to be out of compliance with any of the provisions of Section IV of the Lucas County's Sweatfree Procurement Policy, and I fail to take all reasonable steps as specified by and/or its designee(s), I will be deemed out of compliance with the sweatfree code of conduct as defined in the Lucas County Sweatfree Procurement Policy.

5. I have furnished a copy of the sweatfree code of conduct as defined in Section IV of the Lucas County Sweatfree Procurement Policy to each production facility named in paragraph 1 and to each relevant subcontractor and I have instructed each subcontractor to furnish the code of conduct to each relevant production facility.

BIDDER:

SIGNATURE: _____

NAME: _____

TITLE: _____

DATE: _____

Sworn to before me and subscribed in my presence by the above named person this _____ day of _____, 20_____.

NOTARY PUBLIC: _____

My Commission Expires:

LUCAS COUNTY LIVING WAGE AFFIDAVIT

STATE OF _____

COUNTY OF _____, ss:

Personally appeared before me the undersigned, as an individual or as a representative of

_____ for a contract/public incentive for
(Name of Entity)

for _____
(Type of Product, Service or public incentive)

to be awarded by the Board of Commissioners, Lucas County, Ohio, who, being duly cautioned and sworn, makes the following statement with respect to the Lucas County Living Wage Procurement Policy and further states that the undersigned has the authority to make the following representation on behalf of himself or herself or of the business entity:

1. I have personal knowledge of the information contained herein.
2. Number of employees. _____
3. Is the company/entity a non-profit? YES _____ NO _____
4. Are employees paid a wage equivalent to at least 110% of the most recent federal poverty guidelines for a family of four, as defined by the Department of Health and Human Services and adequate healthcare coverage as defined in the Commissioners Living Wage resolution? YES _____ NO _____
5. If no healthcare coverage is provided, are employees paid a wage equivalent to at least 130% of the most recent federal poverty guidelines for a family of four, as defined by the Department of Health and Human Services? YES _____ NO _____

BIDDER:

SIGNATURE: _____

NAME: _____

TITLE: _____

DATE: _____

Sworn to before me and subscribed in my presence by the above named person this _____ day of _____, 20_____.

NOTARY PUBLIC: _____

My Commission Expires:



Ohio Department of Public Safety
Division of Homeland Security
<http://www.homelandsecurity.ohio.gov>

GOVERNMENT BUSINESS AND FUNDING CONTRACTS
In accordance with section 2909.33 of the Ohio Revised Code

DECLARATION REGARDING MATERIAL ASSISTANCE/NONASSISTANCE TO A TERRORIST ORGANIZATION

This form serves as a declaration of the provision of material assistance to a terrorist organization or organization that supports terrorism as identified by the U.S. Department of State Terrorist Exclusion List (see the Ohio Homeland Security Division website for a reference copy of the Terrorist Exclusion List).

Any answer of "yes" to any question, or the failure to answer "no" to any question on this declaration shall serve as a disclosure that material assistance to an organization identified on the U.S. Department of State Terrorist Exclusion List has been provided. Failure to disclose the provision of material assistance to such an organization or knowingly making false statements regarding material assistance to such an organization is a felony of the fifth degree.

For the purposes of this declaration, "material support or resources" means currency, payment instruments, other financial securities, funds, transfer of funds, and financial services that are in excess of one hundred dollars, as well as communications, lodging, training, safe houses, false documentation or identification, communications equipment, facilities, weapons, lethal substances, explosives, personnel, transportation, and other physical assets, except medicine or religious materials.

LAST NAME		FIRST NAME		MIDDLE INITIAL
HOME ADDRESS				
CITY	STATE	ZIP	COUNTY	
HOME PHONE		WORK PHONE		

COMPLETE THIS SECTION ONLY IF YOU ARE A COMPANY, BUSINESS OR ORGANIZATION

BUSINESS/ORGANIZATION NAME				
BUSINESS ADDRESS				
CITY	STATE	ZIP	COUNTY	
PHONE NUMBER				

DECLARATION In accordance with division (A)(2)(b) of section 2909.32 of the Ohio Revised Code	
For each question, indicate either "yes," or "no" in the space provided. Responses must be truthful to the best of your knowledge.	
1. Are you a member of an organization on the U.S. Department of State Terrorist Exclusion List?	<input type="checkbox"/> Yes <input type="checkbox"/> No
2. Have you used any position of prominence you have with any country to persuade others to support an organization on the U.S. Department of State Terrorist Exclusion List?	<input type="checkbox"/> Yes <input type="checkbox"/> No

HLS 0038 2/08

GOVERNMENT BUSINESS AND FUNDING CONTRACTS - CONTINUED

3. Have you knowingly solicited funds or other things of value for an organization on the U.S. Department of State Terrorist Exclusion List?
 Yes No
4. Have you solicited any individual for membership in an organization on the U.S. Department of State Terrorist Exclusion List?
 Yes No
5. Have you committed an act that you know, or reasonably should have known, affords "material support or resources" to an organization on the U.S. Department of State Terrorist Exclusion List?
 Yes No
6. Have you hired or compensated a person you knew to be a member of an organization on the U.S. Department of State Terrorist Exclusion List, or a person you knew to be engaged in planning, assisting, or carrying out an act of terrorism?
 Yes No

In the event of a denial of a government contract or government funding due to a positive indication that material assistance has been provided to a terrorist organization, or an organization that supports terrorism as identified by the U.S. Department of State Terrorist Exclusion List, a review of the denial may be requested. The request must be sent to the Ohio Department of Public Safety's Division of Homeland Security. The request forms and instructions for filing can be found on the Ohio Homeland Security Division website.

CERTIFICATION

I hereby certify that the answers I have made to all of the questions on this declaration are true to the best of my knowledge. I understand that if this declaration is not completed in its entirety, it will not be processed and I will be automatically disqualified. I understand that I am responsible for the correctness of this declaration. I understand that failure to disclose the provision of material assistance to an organization identified on the U.S. Department of State Terrorist Exclusion List, or knowingly making false statements regarding material assistance to such an organization is a felony of the fifth degree. I understand that any answer of "yes" to any question, or the failure to answer "no" to any question on this declaration shall serve as a disclosure that material assistance to an organization identified on the U.S. Department of State Terrorist Exclusion List has been provided by myself or my organization. If I am signing this on behalf of a company, business or organization, I hereby acknowledge that I have the authority to make this certification on behalf of the company, business or organization referenced on page 1 of this declaration.

X

Signature

Date

OHIO DEPARTMENT OF PUBLIC SAFETY
Division of Homeland Security

Terrorist Exclusion List

As of March 16, 2009

U.S. Department of State List of Designated Foreign Terrorist Organizations

1. Abu Nidal Organization (ANO) (International, Palestinian)
2. Abu Sayyaf Group (ASG) (Philippines)
3. Al-Aqsa Martyrs Brigade (Palestinian)
4. Al-Shabaab (Somali)
5. Ansar al-Islam (Iraqi Kurdistan)
6. Armed Islamic Group (GIA) (Algeria)
7. Asbat al-Ansar (Lebanon)
8. Aum Shinrikyo (Japan)
9. Basque Fatherland and Liberty (ETA) (Spain, France)
10. Communist Party of the Philippines/New People's Army (CPP/NPA) (Philippines)
11. Continuity Irish Republican Army (Northern Ireland)
12. Gama'a al-Islamiyya (Egypt)
13. HAMAS (Islamic Resistance Movement) (Palestinian)
14. Harakat ul-Jihad-i-Islami/Bangladesh (HUJI-B) (Bangladesh)
15. Harakat ul-Mujahidin (HUM) (Kashmir, India)
16. Hizballah (Party of God) (Lebanon)
17. Islamic Jihad Group (Syria)
18. Islamic Movement of Uzbekistan (IMU) (Uzbekistan)
19. Jaish-e-Mohammed (Army of Mohammed) (JEM) (Kashmir, India)
20. Jemaah Islamiya organization (JI) (Southeast Asia)
21. al-Jihad (Egyptian Islamic Jihad) (Egypt)
22. Kahane Chai (Kach) (Israel)
23. Kongra-Gel (KGK, formerly Kurdistan Workers' Party, PKK, KADEK, Kongra-Gel) (Turkey, Iran, Iraq, Syria)
24. Lashkar-e Tayyiba (Army of the Righteous) (LT) (Kashmir)
25. Lashkar i Jhangvi
26. Liberation Tigers of Tamil Eelam (LTTE) (Sri Lanka)
27. Libyan Islamic Fighting Group (LIFG) (Libya)
28. Moroccan Islamic Combatant Group (GICM) (Morocco)
29. Mujahedin-e Khalq Organization (MEK) (Iran)
30. National Liberation Army (ELN) (Colombia)
31. Palestine Liberation Front (PLF) (Palestinian)
32. Palestinian Islamic Jihad (PIJ) (Palestinian)
33. Popular Front for the Liberation of Palestine (PFLP) (Palestinian)
34. PFLP-General Command (PFLP-GC) (Palestinian)
35. Tanzim Qa'idat al-Jihad fi Bilad al-Rafidayn (QJBR) (al-Qaida in Iraq) (formerly Jama'at al-Tawhid wa'al-Jihad, JTJ, al-Zarqawi Network) (Iraq)
36. al-Qa'ida (Global)
37. al-Qa'ida in the Islamic Maghreb (formerly GSPC) (The Maghreb)
38. Real IRA (Northern Ireland)
39. Revolutionary Armed Forces of Colombia (FARC) (Colombia)
40. Revolutionary Nuclei (formerly ELA) (Greece)
41. Revolutionary Organization 17 November (Greece)
42. Revolutionary People's Liberation Party/Front (DHKP/C) (Turkey)
43. Shining Path (Sendero Luminoso, SL) (Peru)
44. United Self-Defense Forces of Colombia (AUC) (Colombia)

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U.S. Department of State Terrorist Exclusion List

1. Afghan Support Committee (a.k.a. Ahya ul Turas; a.k.a. Jamiat Ayat-ur-Rhas al Islamia; a.k.a. Jamiat Ihya ul Turath al Islamia; a.k.a. Lajnat el Masa Eidatul Afghania)
2. Al Taqwa Trade, Property and Industry Company Ltd. (f.k.a. Al Taqwa Trade, Property and Industry; f.k.a. Al Taqwa Trade, Property and Industry Establishment; f.k.a. Himmat Establishment; a.k.a. Waldenberg, AG)
3. Al-Hamati Sweets Bakeries
4. Al-Ittihad al-Islami (AIAI)
5. Al-Manar
6. Al-Ma'unah
7. Al-Nur Honey Center
8. Al-Rashid Trust
9. Al-Shifa Honey Press for Industry and Commerce
10. Al-Wafa al-Igatha al-Islamia (a.k.a. Wafa Humanitarian Organization; a.k.a. Al Wafa; a.k.a. Al Wafa Organization)
11. Alex Boncayao Brigade (ABB)
12. Anarchist Faction for Overthrow
13. Army for the Liberation of Rwanda (ALIR) (a.k.a. Interahamwe, Former Armed Forces (EX-FAR))
14. Asbat al-Ansar
15. Babbar Khalsa International
16. Bank Al Taqwa Ltd. (a.k.a. Al Taqwa Bank; a.k.a. Bank Al Taqwa)
17. Black Star
18. Communist Party of Nepal (Maoist) (a.k.a. CPN(M); a.k.a. the United Revolutionary People's Council, a.k.a. the People's Liberation Army of Nepal)
19. Continuity Irish Republican Army (CIRA) (a.k.a. Continuity Army Council)
20. Darkazanli Company
21. Dhamat Houmat Daawa Salafia (a.k.a. Group Protectors of Salafist Preaching; a.k.a. Houmat Ed Daawa Es Salafiya; a.k.a. Katibat El Ahoual; a.k.a. Protectors of the Salafist Predication; a.k.a. El-Ahoual Battalion; a.k.a. Katibat El Ahouel; a.k.a. Houmate Ed-Daawa Es-Salafia; a.k.a. the Horror Squadron; a.k.a. Djamaat Houmat Eddawa Essalafia; a.k.a. Djamaatt Houmat Ed Daawa Es Salafiya; a.k.a. Salafist Call Protectors; a.k.a. Djamaat Houmat Ed Daawa Es Salafiya; a.k.a. Houmate el Da'awaa es-Salafiyya; a.k.a. Protectors of the Salafist Call; a.k.a. Houmat ed-Daoua es-Salafia; a.k.a. Group of Supporters of the Salafiste Trend; a.k.a. Group of Supporters of the Salafist Trend)
22. Eastern Turkistan Islamic Movement (a.k.a. Eastern Turkistan Islamic Party; a.k.a. ETIM; a.k.a. ETIP)
23. First of October Antifascist Resistance Group (GRAPO) (a.k.a. Grupo de Resistencia Anti-Fascista Premero De Octubre)
24. Harakat ul Jihad i Islami (HUJI)
25. International Sikh Youth Federation
26. Islamic Army of Aden
27. Islamic Renewal and Reform Organization
28. Jamiat al-Ta'awun al-Islamiyya
29. Jamiat ul-Mujahideen (JUM)
30. Japanese Red Army (JRA)
31. Jaysh-e-Mohammed
32. Jayshullah
33. Jerusalem Warriors
34. Lashkar-e-Tayyiba (LET) (a.k.a. Army of the Righteous)
35. Libyan Islamic Fighting Group
36. Loyalist Volunteer Force (LVF)
37. Makhtab al-Khidmat
38. Moroccan Islamic Combatant Group (a.k.a. GICM; a.k.a. Groupe Islamique Combattant Marocain)

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39. Nada Management Organization (f.k.a. Al Taqwa Management Organization SA)
40. New People's Army (NPA)
41. Orange Volunteers (OV)
42. People Against Gangsterism and Drugs (PAGAD)
43. Red Brigades-Combatant Communist Party (BR-PCC)
44. Red Hand Defenders (RHD)
45. Revival of Islamic Heritage Society (Pakistan and Afghanistan offices -- Kuwait office not designated) (a.k.a. Jamia Ihya ul Turath; a.k.a. Jamiat Ihia Al- Turath Al-Islamiya; a.k.a. Revival of Islamic Society Heritage on the African Continent)
46. Revolutionary Proletarian Nucleus
47. Revolutionary United Front (RUF)
48. Salafist Group for Call and Combat (GSPC)
49. The Allied Democratic Forces (ADF)
50. The Islamic International Brigade (a.k.a. International Battalion, a.k.a. Islamic Peacekeeping International Brigade, a.k.a. Peacekeeping Battalion, a.k.a. The International Brigade, a.k.a. The Islamic Peacekeeping Army, a.k.a. The Islamic Peacekeeping Brigade)
51. The Lord's Resistance Army (LRA)
52. The Pentagon Gang
53. The Riyadus-Salikhin Reconnaissance and Sabotage Battalion of Chechen Martyrs (a.k.a. Riyadus-Salikhin Reconnaissance and Sabotage Battalion, a.k.a. Riyadh-as-Saliheen, a.k.a. the Sabotage and Military Surveillance Group of the Riyadh al-Salihin Martyrs, a.k.a. Riyadus Salikhin Reconnaissance and Sabotage Battalion of Shahids (Martyrs))
54. The Special Purpose Islamic Regiment (a.k.a. the Islamic Special Purpose Regiment, a.k.a. the al-Jihad-Fisi-Sabililah Special Islamic Regiment, a.k.a. Islamic Regiment of Special Meaning)
55. Tunisian Combat Group (a.k.a. GCT, a.k.a. Groupe Combattant Tunisien, a.k.a. Jama'a Combattante Tunisien, a.k.a. JCT; a.k.a. Tunisian Combatant Group)
56. Turkish Hizballah
57. Ulster Defense Association (a.k.a. Ulster Freedom Fighters)
58. Ummah Tameer E-Nau (UTN) (a.k.a. Foundation for Construction; a.k.a. Nation Building; a.k.a. Reconstruction Foundation; a.k.a. Reconstruction of the Islamic Community; a.k.a. Reconstruction of the Muslim Ummah; a.k.a. Ummah Tameer I-Nau; a.k.a. Ummah Tameer E-Nau; a.k.a. Ummah Tameer-I-Pau)
59. Youssef M. Nada & Co. Gesellschaft M.B.H.

**U.S. Treasury Department's Designated Charities and Potential Fundraising
Front Organizations for FTOs**

1. Makhtab al-Khidamat / Al Kifah (formerly U.S.-based, Pakistan)
2. Al Rashid Trust (Pakistan)
3. Wafa Humanitarian Organization (Pakistan, Saudi Arabia, Kuwait, United Arab Emirates)
4. Rabita Trust (Pakistan)
5. Ummah Tameer E-Nau (Pakistan)
6. Revival of Islamic Heritage Society - Pakistan and Afghanistan Branches (Kuwait, Afghanistan, Pakistan)
7. Afghan Support Committee (Afghanistan, Pakistan)
8. Al Haramain Foundation (Indonesia, Kenya, Pakistan, Tanzania, Bosnia, Somalia, Bangladesh, Afghanistan, Albania, Ethiopia, Netherlands, Comoros Islands, and United States branches)
9. Aid Organization of the Ulema (Pakistan)
10. Global Relief Foundation (United States)

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11. Benevolence International Foundation (United States):
12. Benevolence International Fund (Canada)
13. Bosanska Idealna Futura (Bosnia)
14. Stichting Benevolence International Nederland (Netherlands)
15. Lajnat al Daawa al Islamiyya (Kuwait, Pakistan, Afghanistan)
16. Al Akhtar Trust (Pakistan)
17. Taibah International (Bosnia)
18. Al Haramain & Al Masjed Al Aqsa Charity Foundation (Bosnia)
19. Al Furqan (Bosnia)
20. Islamic African Relief Agency (IARA) / Islamic Relief Agency (ISRA) (Sudan, United States and 40 other branches throughout the world)
21. The Holy Land Foundation for Relief and Development (United States)
22. Al Aqsa Foundation (United States, Europe, Pakistan, Yemen, South Africa)
23. Comité de Bienfaisance et de Secours aux Palestiniens (France)
24. Association de Secours Palestinien (Switzerland)
25. Interpal (Palestinian Relief & Development Fund) (United Kingdom)
26. Palestinian Association in Austria (Austria)
27. Sanibil Association for Relief and Development (Lebanon)
28. Elehssan Society (Palestinian territories)
29. Aleph (Aum Shinrikyo/Aum Supreme Truth)
30. Rabbi Meir David Kahane Memorial Fund (Kahane Chai and Kach)
American Friends of the United Yeshiva (Kahane Chai and Kach)
American Friends of Yeshivat Rav Meir (Kahane Chai and Kach)
Friends of the Jewish Idea Yeshiva (Kahane Chai and Kach)
31. Irish Republican Prisoners Welfare Association (Real IRA)
32. Socorro Popular Del Peru/People's Aid of Peru (Sendero Luminoso/Shining Path)

SECTION B - SPECIFICATIONS & PRICING

Lucas County, Ohio

REQUEST FOR PROPOSAL

for

Location Based Response System
GIS/GPS Road Centerline and Point Addressing
Project

PROPOSAL REQUEST

Your written proposal requested for the following:

I) GENERAL INFORMATION & INSTRUCTIONS

A) Purpose.

The purpose of this request for proposals (RFP) is to receive competitive proposals for qualifications-based selection of a contractor to assist in the acquisition of an intelligent GPS digital road centerline file, with field-verified address ranges and site-specific (point) addresses. This file will assist in updating and maintaining the road centerlines and address points for Lucas County's existing Geographic Information System (GIS). The files will also be utilized to facilitate an emergency response E911 structure addressing project and to create and update critical infrastructure and related files for use by the County. The road centerline and addressing components of this project will constitute Lucas County's Location Based Response System (LBRS), a subsystem of the State of Ohio's Location Based Response System. The Ohio Geographically Referenced Information Program (OGRIP), on behalf of the State of Ohio, must approve any contract resulting from this process, including the technical specifications of that contract's deliverables pertinent to the centerline and addressing components thereof.

This RFP does not constitute an offer for services performed or to be performed. After selection of the successful firm (hereinafter referred to as the Contractor), Lucas County and the Contractor will negotiate a contract and final scope of services.

All information submitted becomes the property of Lucas County and will not be returned. Lucas County is not responsible for any costs incurred by the respondent in proposal preparation, presentations, site visits or benchmarks performed. If a proposal contains proprietary information, it should be conspicuously indicated in the proposal.

B) Background Information.

The project area encompasses Lucas County, which is approximately 340 square miles. It has twenty-three (22) political subdivisions (cities, incorporated villages, and townships) with the 2009 Census projected population of 463,493 persons. The County has approximately 2,247 miles of roads (public roads and private) and approximately 200,000 addressable structures (commercial and residential).

C) Proposal.

Proposal (one original, clearly marked, and three copies) will be submitted to:

Lucas County Support Services Manager
One Government Center, Suite 480
Toledo, OH 43604

A person authorized to sign such documents must sign the original proposal document in ink.

1) Technical Specification Questions.

All written questions concerning the Technical Specifications document are due via email not later than 2:00 p.m. Local Time, five (5) business days before the bid date, to Lucas County 911 at Gbonf@co.lucas.oh.us . Telephone inquiries will not be answered.

A summary of all e-mail questions received before the deadline will be answered and saved for distribution to all vendors who request them through the above email. The requestor is responsible for notifying the Lucas County of any problem in receiving written replies.

2) State Taxes.

Lucas County is exempt from sales, excise, and transportation taxes, except Ohio gasoline tax. Proposals shall be exclusive of all such taxes.

3) Subcontractors.

Although use of subcontractors is discouraged, if they are requested and approved, the contractor shall retain full responsibility to the County for all project work to include any work performed by an approved subcontractor. All subcontractors must be approved by Lucas County and must comply with the following provisions:

- a) All work must be done in the United States; offshore work will not be accepted.
- b) The company submitting the proposal will be considered the prime contractor.
- c) All tasks to be performed by subcontractors must be clearly identified within the submitted bidding proposal.
- d) Subcontractors must meet all criteria defined for the prime contractor.

4) Payment Schedule.

The County and the selected consultant will determine a payment schedule at the time of contract negotiations.

5) Project Completion.

A Timeline will be determined during the negotiation process.

6) Contract Negotiation Process.

Lucas County project management team will evaluate the proposals received and will then recommend a firm with whom to enter into contract negotiations. In the event that acceptable terms cannot be reached, one of the remaining firms may be chosen for contract negotiations. The selected firm will submit to the County a contract for services within one (1) week of their notification of selection. The contract will contain the proposal specifications and will be binding. Required contract clauses include: general provisions, starting and completion dates, prosecution of work, fees, method of payment, damage clauses, termination of contract, approval of subcontractors, assignment of subcontractor, EEOC clause, ownership of materials, contract amendments, and late delivery penalty. The contract, including the technical specifications of the contract's deliverables pertinent to the centerline and addressing components thereof, will be reviewed, approved, and may be modified by the County.

D) Selection Criteria.

1) Lucas County intends to select and contract with the proposer that demonstrates, in the County's opinion, the highest degree of technical merit and provides the best product solution. The following criteria will be used to evaluate proposals. The arrangement of the criteria is not meant to imply order of importance in the selection process.

- a) Compliance with RFP Instructions
- b) Technical expertise
- c) Precision / Accuracy
- d) Equipment Proposed
- e) Firm Background
- f) Financial Stability
- g) Methodologies
- h) Professional Registration
- I) Proximity to the Project Area
- j) Quality Control
- k) References
- l) Schedule and Availability
- m) Similar Project Experience
- n) Staff Qualifications
- o) Subcontracting
- p) Completion Date
- q) Cost

2) Evaluation Weighting Summary.

Criteria will be rated on a scale by the Lucas County project team. Evaluations will be tallied and weighted to establish a "technical proposal score".

Technical Score (65%)

Responses 25%

Technical Approach 25%

Management/Staffing 25%

Project Experiences/References 25%

Financial Weight (35%)

Evaluation Formula

Total Score = 65% (score/score_max) + 35% (price_min/price)

E) Proposal Format and Content.

1) Cover Letter.

Provide a one or two page cover letter. Include the original signed cover letter with the original proposal and a copy of the cover letter with each copy of the proposal.

The cover letter should provide the following:

- a) A brief statement of the respondents' understanding of the project.
- b) The name, title, phone number, fax number, e-mail address and street address of the person in the proposer's organization who will respond to questions about the proposal.
- c) Highlights of the respondent's qualifications and ability to perform the project services, including the person to be assigned to the Lucas County project.

2) Company Overview.

Provide the following information about your firm:

- a) The firm's name, e-mail address, business address, phone number and fax number.
- b) The year the firm was established.
- c) Former names of the firm, if applicable.
- d) The type of ownership and parent company, if applicable.
- e) Status as a minority or woman-owned or disadvantaged business enterprise.
- f) The location of the office or offices that would provide the project services.
- g) A brief statement of the firm's background, demonstrating longevity and financial stability.
- h) The areas of focus and expertise.
- i) The specific highlights that may differentiate your firm from others.

3) Project Work Plan.

This section should set forth a complete description of the methodologies, techniques, procedures, equipment, hardware and software proposed to complete each phase of the project as proposed by the County.

4) Project Team.

Identify the proposed project team including the Project Manager and all key personnel to be assigned to the project. Include a one or two page resume that includes a summary of relevant professional qualifications, relevant project experience, education and professional credentials. **Substitutions of other less qualified personnel may not be made at a later date without prior written approval of Lucas County.**

Include a project team organizational chart.

5) Related Experience.

For up to 10 relevant projects, include a one or two-page project description that demonstrates capabilities in the project services, experience with similar clients, and or local project experience. Emphasis should be placed on projects that were completed within the previous four (4) years. Reference information should contain at least the following information:

Agency/Organization Name
Agency/Organization Address
Contact Person/Phone Number
Project Title/Project Location
Project Duration (Start Date – Finish Date)
Brief Description of work performed to include area covered, mapping and acquisition techniques, standards used, and final deliverable digital products
Total Cost of Project/Services

6) Project Schedule.

Include a comprehensive schedule for the completion of the project services and deliverables identified within this RFP. Include the proposed start and end dates and intermediate delivery dates for all of the tasks identified within your work plan.

7) Cost Proposal.

Complete the Cost Proposal Form included within this RFP. If the vendor would also like to propose an alternative approach, an alternative Cost Proposal Form should also be completed and submitted.

8) Additional Information.

Include your firm's most recent financial statement and financial statements for any proposed subcontractors.

9) Optional Information.

This section may contain a variety of information such as additional or alternative Project Plan options not listed in the Technical Specifications document, additional or alternative processes that would enhance the Digital GPS Road Centerline Product, or additional product information that the contractor wishes to convey. This section is limited to 15 pages.

II) SCOPE OF SERVICES

A) Overview.

The scope of service for this project will include a digital GPS road centerline file and development of address ranges and point address file, as well as routing-related and EMA-related point files. These files will be developed to include all necessary information to implement an E-911 component including, but not limited to, routing functions to the specified address point. This data will be delivered in an ESRI shape file compatible format. The project shall meet the general requirements, database specifications, data quality, and acceptance requirements in accordance with the document "LOCATION BASED RESPONSE SYSTEM DATA SPECIFICATIONS", version 3.1, dated January 2008. This document can be found on the OGRIP website.

1) Project Area

The GPS derived road centerlines shall be produced for the entire county, which includes county roads, private roads and municipal (city and incorporated/unincorporated village and township) alleys. Estimated road miles by category are as follows:

- State and US Highways - 97 Miles**
- County Roads - 284 Miles**
- Township Roads - 378 Miles**
- City & Village Roads - 1488 Miles**
- Private Roads Unknown # of Miles**
- Total Known County Roads - 2247 Miles**

2) Data Format

a) All data developed from this project will be provided in shapefile and related data files, such that Lucas County will be able to update and maintain both the road centerline and address point coverage.

b) The digital file formats shall be industry standard open, non-proprietary database format. These standards include ASCII text files, DBASE (.dbf), Microsoft Access Database (.mdb), ArcView Shape, Microsoft Excel and Microsoft Word. All data shall be delivered on ISO9660 compliant CDROM/DVD media.

c) The Bidder will provide all source information in the originally collected coordinate system and an accuracy estimate as determined by the GPS data reduction software for each point collected in the field. Clear, well-organized, and understandable documentation shall accompany the GPS road centerline and address/entity point files both for reference purposes and to be used in orienting new GIS users to their characteristics.

B) GPS Data Acquisition

1) Time of GPS Acquisition

GPS point/data acquisition is to be performed when the greatest probability for a favorable dilution of precision (DOP) solution exists.

2) GPS Coordinate Acquisition Method for Centerline

Lucas County is aware of conventional orthophotography extracted road centerline creation methods. However, based on schedule constraints and advances in new GPS technology, Lucas County determines that current GPS acquisition techniques provide the necessary positional accuracy, sufficient for the needs of Lucas County. This document specifies that the acquisition of the road centerline shall be done with a post-processing kinematic GPS technique, although this does not preclude a vendor from presenting a conventional solution as an alternative proposal.

The Bidder shall use Post-Processing Kinematic (PPK) differential GPS acquisition methodology to ensure accurate positional accuracy. A minimum of three (3) base stations will be utilized during the deployment of the mobile unit. Real-Time Kinematic (RTK) acquisition techniques will not be considered due to the limited radio link coverage areas and relative reduced positional accuracy. The data is to be downloaded and archived nightly on permanent computer storage media and checked for any positional errors or gaps that may have occurred during the daily operations.

3) GPS Point Acquisition

The Bidder shall utilize the newest GPS acquisition methodology and equipment. In addition to collecting the coordinates for the road centerline, ancillary equipment must be available to provide the ability to collect additional data such as address/entity locations and road attributes.

C) Digital Centerline File Specifications.

1) Data Reduction and Coordinate Systems.

The GPS points collected shall be of sufficient frequency to provide a minimum of five (5) meter spacing on all points. All GPS points must have x, y, and z, coordinates in the attribute tables. Points collected will include the street centerline location and all additional information will be collected in a separate file with the appropriate record type designation and related attribute. The final project deliverables are to be delivered in State Plane Coordinate (SPC) system, Ohio North

Zone 3401, North American Datum (NAD) 1983. The vertical coordinates shall be delivered in NAVD88 for orthometric height and GRS80 for ellipsoidal height. The coordinate units shall be in US Survey Feet.

2) Centerline Development.

The digital GPS road centerline will represent the centerline of the pavement of all public and private roads throughout the county. Any road that is divided, e.g. boulevard or interstate, shall have a line representing each direction of the road pavement.

It is understood that a road right-of-way centerline may not be the same as the road pavement centerline and, as indicated, the requirement is to deliver only the centerline of pavement. Curved road segments shall be presented as multiple points connected by straight arcs due to the limitations of the GIS software. However, it is required that a sufficient number of points shall be included in the curve to properly denote the pavement without the need for orthophotography or other imagery.

3) Features and Attributes.

a) Lucas County will provide a list of all available road names, spatial references and addresses with correlated road name aliases (including multiple road names and route numbers). These features will be made available to the contactor in the form of spreadsheets, existing GIS Data, and the latest approved Lucas County Highway Map. A standardized naming convention will be provided including database item names, sizes, and type abbreviations (e.g. Avenue = AV). In addition to the county address database, other address databases will be cross-referenced, such as the E911 address database and municipal utility address databases. National Emergency Number Standards (NENA) should be used.

b) The arc topology shall be consistent and developed in accordance with ESRIARC/INFO methodology whereby all arcs shall connect to adjacent arcs via from nodes (FN) or to-nodes (TN), unless it is a dead end street. Generally, nodes shall only appear at all defined intersections, including intersections with roads outside of the Lucas County boundary.

c) The definition for “completeness” will be determined during the negotiation phase with the contractor. For example, a determination will have to be made as to how to handle roads which are under construction in new subdivisions and state highway projects.

d) All road segments which cross jurisdictional boundaries shall be broken with a node placed at the jurisdictional boundary by utilizing the “Corporation” coverage as supplied by Lucas County, not by field observations unless approved by Lucas County.

e) All road segments will be driven and developed to the first road intersection past the county boundary.

f) All road segments which leave and re-enter Lucas County shall be developed as a continuous road segment with the appropriate NLFID nodes developed at the County boundary.

g) Road segments that leave the county shall have a node placed at the county boundary defined by the “County” coverage supplied by Lucas County.

h) All centerline segments shall contain all attribute information necessary to perform the tasks defined and required by this document and the data must conform to current Location Based Response System (LBRS) and Ohio Department of Transportation standards as defined by the State of Ohio.

i) Additional attributes required for each centerline segment include:

(1) Geo-Coded Address Ranges. Every road segment will contain the appropriate attribution to identify the first and last potential address.

(2) Route Number. Every road segment must have this field populated with the correct route number using the numbering existing system as defined by Ohio Department of Transportation (ODOT). If the route number is unknown or not yet developed, this field shall be left empty for the County to review.

(3) All road segments will include a field for “Beg_Log” and “End_Log”. These fields will be populated with mileage information (each road segment has a beginning log point and an ending log point) as defined by the County Engineer and ODOT. Because many road segments are missing this information, Lucas County would like to establish these log points in the same method currently used by the County Engineer and ODOT. Log point information shall be gathered for every road segment, submitted to the County for review and approval in a system to be established during negotiations. The County will then supply the contractor with the approved numbers for every road segment, which the contractor will populate for every road segment throughout the County. The bidder shall include within their proposal a detailed description on the proposed methods to gather these log points.

(4) The “Beg_Log” and “End_Log” fields shall be attributed for all road segments in the established system or as directed by the County, generally beginning from the south traveling north, and from the west traveling east.

j) In addition the Bidder shall capture all attributes as outlined in the document “LOCATION BASED RESPONSE SYSTEM DATA SPECIFICATIONS”, version 3.1, January 2008. This document can be found on the OGRIP website.

D) Address Point File.

1) Point File Development.

a) The point coverage shall include the GPS points used to develop the centerline and field verified address/entity points with related attribute information.

b) Point features will include field verified addresses for all visible structures in the county. All addresses must be field verified and not captured or extracted from imaging methodologies. Raw data must be available as proof that the addresses were field-verified and not acquired from existing sources. For structures that are not visible, a point

will be located at the entrance of the property along the street. These types of structures shall be coded such that Lucas County staff can perform an on-site inspection.

Other point features that shall be collected typically impact routing applications and include, but are not limited to, bridges, culverts, railroad crossings, overpasses, underpasses, street signs, and traffic signals.

The Bidder shall include optional line item pricing for the capture of other point features including, but not limited to, water/sewer pumping stations, fire hydrants, dry hydrants and ambulance stations provided to the County in the form point file. The bidder shall include optional line item pricing for the creation of a landmark layer created from the point addresses that indicate all commercial structures, schools, parks, cemeteries, government building, etc. with their respective name.

c) The Bidder will provide a detailed description of where the point will be located on the coverage, i.e. on the centerline, offset from the centerline, at the point of access, on the structure, etc.

d) The Bidder will provide a detailed description of how points will be gathered and placed for cases such as: common driveway with multiple addresses, multiple story structures with addresses (apartment buildings), mobile home parks, single story buildings with multiple addresses and/or multiple driveways, etc.

2) Database Design.

As part of the Bidders proposal, a sample of the GIS database design sufficient to support the technical specifications of this document shall be submitted, for review and approval. The bidder's preliminary/proposed database design shall be finalized and used for the final deliverable products.

E) Ground Control.

Contractors are required to devise a ground control network that is compatible with Lucas County monumentation and survey that has been done by the County Engineer.

F) Positional Accuracy and Quality Control.

Lucas County retains the sole right to determine contract adherence to quality control requirements. Any judgment that the contractor is in breach of the quality control requirements may require suspension of any phase of the contract until such time as the County determines that such problem or problems have been remedied.

The Bidder must provide the County with a description of the internal quality control methods and procedures used in all aspects of the project, including the acquisition and development of GPS points, and the processing of the digital data. The bidder must also describe what field verification measures are carried out to ensure that the products obtain specified accuracy. Verification should also be performed for database completeness to ensure that no gaps exist in the digital centerline coverage.

1) Positional Accuracy.

Lucas County expects the highest quality for positional accuracy possible. However, we understand the limitations of the equipment and statistical methods for applying quality parameters. It is the desire of the County that a two (2) sigma (95%) standard for circular error of precision (CEP) for the x and y coordinates shall be one (1) meter. Based on this statistical sampling methodology, it is expected that a substantial amount of points will be much more accurate. Conversely, many points may have a greater level of inaccuracy. It is incumbent on the Bidder to show its method of minimizing errors, mistakes, and anomalies to maximize accuracy for the final data delivery.

2) Data Accuracy.

All data gathered and attributed by contractor will need to meet a very high standard.

- 100% of all roads will be identified and labeled with all features including, correct road name, suffix, route number, and alias.
- 99.5% of all visible structures visible from the road right-of-way with posted addresses will be labeled with correct address.

3) Quality Control Methodology and Software.

To understand the data acquisition and reduction methodology, the Bidder will include a detailed explanation on its production techniques including internal quality control process. This explanation can be both written and/or graphical representations of these processes including process flow analyses and Gantt charts.

4) Accuracy and Acceptance Checks.

The County will complete checks of all deliverable products for accuracy, and completeness prior to acceptance.

5) Acceptance Procedures.

After initial checking, the County will categorize the incremental deliveries as follows:

Accepted: Products that meet specifications and contain no errors, or so few errors as to be acceptable, will be formally indicated as accepted. The County may assume responsibility for minor corrections, after which the contractor will be notified, so that the problems will not recur on subsequent products.

Received and Edited: The product has a number of errors that do not permit acceptance. For the product to be accepted, the contractor must correct all errors noted.

Rejected: The quantity and character of errors detected by the County are such that the product is formally returned to the contractor without a complete edit. The County will formally notify the contractor of the rejected status of the product. The contractor must edit and correct the mapping for re-submittal to the County with a confirmation checkplot. If the County identifies an excessive number of rejected products, the County may require the contractor to suspend production until the problems are resolved.

Completion of any required corrective actions must not affect the contractor's production schedule. Final payment for all work will not be authorized until the County has accepted

the products. The acceptance procedure will apply to all deliverable products received under this scope of services.

G) Deliverables:

- GPS x, y, and z point database of all collected centerline points with accuracy estimates in Microsoft Access format
- Field-verified address ranges and site-specific addresses point database in ArcGIS shape file format.
- Road arc feature centerline database with associated attributes in ArcGIS shape files.
- Road point feature database (bridges, railroad crossings, EMA-related critical infrastructure, etc.) in ArcGIS shape files.
- Road Name Table consisting of road names and aliases as provided by the County and field-verified by the Contractor
- Recommendations as to the mechanisms, procedures, hardware, and software the County should use to maintain and update the road centerlines, address ranges, and site-specific addresses developed through this project. Options should include both in-house maintenance and updates of this data/these GIS layers by County personnel, and outsourced/contracted maintenance and updates by a vendor.

H) Pilot Area:

Once selected, the winning Bidder will complete a “Pilot” area consisting of one square mile of Lucas County. Data for this Pilot area, as outlined above, will be delivered to the County for review and acceptance. An area will be chosen by the County to represent a wide variety of road types and address densities. The schedule for completing this Pilot area will be determined during contract negotiations. Data from the Pilot area, once accepted by the County will serve as template for future data quality and accuracy.

COST FORM
Lucas County GPS Road Centerline Project Cost Form

Vendors/Consultants must fill out this itemized BID COST FORM based on the specifications contained in this RFP.

<u>Deliverables</u>	<u>Cost</u>
GPS x, y, and z point database of all collected centerline points with Accuracy estimates in Microsoft Access format	\$ _____
Field verified address point database in ArcGIS shape file formats	\$ _____
Road arc feature centerline database with associated attributes in ArcGIS Shape files formats	\$ _____
Road point feature database (bridges, railroad crossings, etc.) in ArcGIS Shape files formats	\$ _____
Road Name Table consisting of road names and aliases are provided And verified by Lucas County	\$ _____
Cost of Deliverable Media (CD-ROM)	\$ _____
Each Additional Deliverable Data Set	\$ _____
Other: (Describe) _____	\$ _____
Total Project	\$ _____

COST FORM – ALTERNATIVE METHODOLOGY
Lucas County GPS Road Centerline Project Cost Form

Vendors/Consultants must fill out this itemized BID COST FORM based on the specifications contained in this RFP.

<u>Deliverables</u>	<u>Cost</u>
GPS x, y, and z point database of all collected centerline points with Accuracy estimates in Microsoft Access format	\$ _____
Geo-coded and field verified address point database in ArcGIS shape file formats	\$ _____
Road arc feature centerline database with associated attributes in ArcGIS Shape files formats	\$ _____
Road point feature database (bridges, railroad crossings, etc.) in ArcGIS Shape files formats	\$ _____
Road Name Table consisting of road names and aliases are provided And verified by Lucas County	\$ _____
Cost of Deliverable Media (CD-ROM)	\$ _____
Each Additional Deliverable Data Set	\$ _____
Other: (Describe) _____	\$ _____
Total Project	\$ _____

PROJECT PROFILE/REFERENCE FORM
Lucas County GPS Road Centerline Project

For each relevant projects included for similar services contracted with your firm for the previous 3 years, including a list with Contact Name, Agency and Telephone Number and complete the following information:

Firm/Agency Name: _____

Date of Project: _____

Total Cost of Services: _____

Status: _____ Completion Date: _____

Contact/Project Manager: _____

Address: _____

Phone: _____ Email: _____

For the following information, please attach separate page.

- A. Firm Personnel Involved in Project:
- B. Project Scope and Description (equipment used, methods used, deliverables, digital file format, storage media, etc.)
- C. Expected and Actual Project Completion (Describe the final schedule and cost of the project compared to the original intended schedule and cost. Explain differences)

SECTION C -EXCEPTION AND ADDITIONAL RESPONSE AREA

ADDITIONAL RESPONSE AREA

IMPORTANT NOTE

Due to heightened security at One Government Center, if your bid is to be delivered to the bid-opening site by other than US Mail, UPS or Federal Express, **you must complete, print and attach this label to the front of the container holding your document. Note: Upon entering One Government Center, you will be required to show a photo ID.**

Formal bid to: Lucas County Support Services
One Government Center, Suite 480
Toledo OH 43604-2247

Item for bid _____

Invitation to Bid No. or Request for Proposal No. _____

Date of Bid Opening _____

Bid Opening Time _____

Vendor Name _____