

**DEPARTMENTAL INPUT
CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION**

Rev 1

New contract
 OTR
 CO
 SS
 BW
 Emergency

Re-Bid
 Other

LIVING WAGE APPLIES: YES NO

Requisition/Project No: RFP 881 TERM OF CONTRACT: 5 year with 2 two-year options-to-renew

Requisition/Project Title: Red Light Camera Program

Description: Soliciting capable parties that can furnish, install, manage, operate, and maintain a Red Light Camera Program

User Department(s): MDPD

Issuing Department: ISD Contact Person: Fred Simmons, Jr. Phone: x4259

Estimated Cost: \$0 Funding Source: N/A REVENUE GENERATING: Yes

ANALYSIS

Commodity/Service No: 550-80; 550-88; 550-91; 655; 680		SIC:	
Trade/Commodity/Service Opportunities			
Contract/Project History of Previous Purchases For Previous Three (3) Years Check Here <input type="checkbox"/> if this is a New Contract/Purchase with no Previous History			
	EXISTING	2 ND YEAR	3 RD YEAR
Contractor:			
Small Business Enterprise:			
Contract Value:			
Comments:			
Continued on another page (s): <input type="checkbox"/> Yes <input type="checkbox"/> No			

RECOMMENDATIONS

SBE	Set-Aside	Sub-Contractor Goal	Bid Preference	Selection Factor
		%		
		%		
		%		
		%		

Basis of Recommendation:

RECEIVED
 DEPT. BUSINESS DEV.
 2013 JUL 30 PM 12:46
 Signed: *Fred Simmons, Jr.*

Date to SBD: 7/30/13

Date Returned to DPM: _____

Appendix A
Scope of Work

The Program shall be a turnkey program. The Scope of Work for the County's Program includes furnishing, installing, managing, operating, and maintaining a Program that meets the requirements contained herein. The Successful Proposer shall be responsible for furnishing all equipment, materials, personnel, management, office space, hardware, software, system power, and any other requirement to operate the Program in accordance with the requirements of this RFP and the Florida Statutes. The Program shall also include providing various services; including, but not limited to, a public awareness educational program, providing Program software and hardware systems (may require interfacing with various county systems), and working with the various county departments that interface with the Program.

Detector Systems will be placed at arterial intersections designated by the county where data has shown a high level of violations and/or a frequency of right-angle collisions likely caused by running of red traffic signals. All costs for the Program shall be borne by the Successful Proposer, except for the fee for the Program paid to the Successful Proposer by the County. The Successful Proposer will be required to comply with all of the rules, regulations, requirements, standards, and protocols established by the Miami-Dade County Court System ("Court"). All costs to convert or bring the Program in to compliance with FDOT and the Court's rules, regulations, requirements, standards, and protocols as required by this RFP and any resulting Contract shall be the sole responsibility of the Successful Proposer.

Detectors, as defined in the RFP, and all necessary equipment to operate the Detectors, which are referred to as Detector System in the RFP, shall be installed at the locations identified in the RFP, as a free-standing, self-sustaining system and shall operate independent of the County's or FDOT's existing signal systems. To date, neither the County nor FDOT has determined if the Detector System can or how the Detector System is to be hard wired to their traffic control systems. As part of the RFP, Proposers are being requested to identify if their Detector System can be hard wired into the applicable traffic control systems and what is required of the Proposer's Detector System to integrate them should such be permitted.

1. Location of Detectors

At this time Detector Systems can only be installed on County rights-of-way, or when and if available, by permit or on easements obtained by the Successful Proposer from private property owners, the County, or the FDOT. The Successful Proposer shall be solely responsible to obtain said permits or easements. Should FDOT promulgate regulations under the new Florida Statute that permits the installation of the Detectors at alternate locations, the Successful Proposer may install the Detector System at such locations subject to full compliance with the promulgated rules and regulations.

2. Public Education and Awareness

Upon commencement of the Program, as defined by the RFP, a sixty (60) day public education and awareness period shall commence during which period the Successful Proposer will work with the County to educate the public and drivers of the Program. The County may provide assistance with community outreach efforts through County newsletter publications, County's website, video clips on Cable TV Channel , and other means as deemed appropriate by the County. During this public education and awareness period, only warnings shall be mailed to the owners of registered vehicles committing red-light infractions. Notices of violations will not be issued nor will the infraction result in a citation during the public education and awareness period. Upon completion of the sixty (60) day period, notices of violations or citations will be issued and violators will be subject to a fine under the Florida Statutes.

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- All traffic citations must be issued under § 316.0083 F.S.
- Currently FDOT and Miami-Dade County Court System ("Court") are promulgating rules, regulations, procedures, guidelines, and standardized forms that must be used as part of this Program. The Successful Proposer will be required to make any changes to its proposed Program to ensure compliance. The cost to make these changes shall be borne solely by the Successful Proposer.

b. Lane Coverage

The Detectors shall be capable of covering one (1) to five (5) approaches at each intersection. At selected approaches, up to five (5) lanes will require coverage, including any turn lanes.

c. Management & Operations Facility

Proposer shall manage and operate an office that shall be responsible for:

- Review images
- Access motor vehicle registration data
- Perform final quality control
- Print and mail notices
- Monitor disposition of notices
- Collect fines
- Provide adjudication support and services, including expert testimony

d. Web Based Access

Proposer must own and maintain an internet web based system that permits multiple levels of access by any individual with an internet connected personal computer access to the information on the Program. The software shall not be a proprietary based software, and shall allow the data to be transferred and used by the County at the completion of the Contract or should the Contract be terminated. The internet based database system ("System") will have sufficient security protocols to allow the following:

- Provide information on the Program, including education information to any individual accessing the web site.
- Any individual who has received a notice of violation or citation to view their violation pictures and video online, and pay their fine online using a major credit card or banking information
- Allow the Traffic Enforcement Officer ("TEO"), as defined under §316.650 F.S., to electronically transmit citation data from the System to the Court system.
- Allow designated County personnel access to the System to view any violation, and obtain both online and print reports.

e. Payment of Violations

Payment methods shall include:

- Payment by check
- Internet based through the use of bank accounts, credit cards. In addition, Paypal or similar methods may be allowed.

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- Payment by phone using a credit or debit card. The County would prefer that this service be available 24 hours/ 7 days a week. However, this service shall be available a minimum of five days per week, and a minimum of ten hours per day, including hours after 6:00 PM eastern time to allow for payments to be made after normal business hours.
- Successful Proposer shall provide for a third party collection service for the collection of delinquent accounts, at County's discretion, if this is not managed by the Court.

f. Management & Operations

Successful Proposer shall be responsible for the following:

- Successful Proposer shall own all of the equipment, software, materials, etc. required to operate and maintain the Program.
- Site design, installation, maintenance and operation of automated Detector Systems at all selected intersections, including, but not limited to, securing all necessary permits and required property easements.
- Assistance with intersection selection, if applicable, including establishment of baseline counts of red light violations at an initial set of twenty (20) candidate intersections. When combined with statistical monitoring, as detailed below, these baseline data should enable the County to measure the impact of the Detector System.
- Maintaining and providing access to all education and Program information on the System.
- Processing of all violations and citations in accordance with the Florida Statutes, utilizing the System.
- Obtain training to company personnel, in accordance with §316.650 F.S, once FDOT has developed the training and qualifications, who shall perform the duties of the Traffic Enforcement Officer. Until such time as FDOT develops the training and qualifications, members of the Miami Police Department with the appropriate certifications shall serve as TEOs.
- Provide expert and court testimony as required to defend any citation or challenge to the Program.
- Development of signage, public information material (in written, video, and audio formats) for distribution via various media resources, and a community outreach campaign, which are acceptable to the County. Upon FDOT establishing minimum requirements for signage or public information materials, the Successful Proposer shall meet the requirements of the Florida Statutes and FDOT.
- Provide the standardized and customized reports which shall be available through the System. Successful Proposer shall also provide hard copies of requested reports and presentation material on an as-needed basis. Prepare for review by the County and submission to FDOT to others as required by the Florida Statutes, once the requirements are established by FDOT.
- Training County staff as required in all aspects of the Program and the System.
- Maintain a financial management system for the revenue generated from violations and citations. The financial information shall be available to the County at all times through the System.

g. Initial List of Intersections

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The County has included Exhibit 1 which lists the 20 intersection to be initially installed.

Within a thirty (30) day period after installation of the Detector System at any of the above locations or any other location added by the County, if the County and the Successful Proposer determine that the intersection does not warrant a Detector System due to a low volume of red-light infractions, the County, at its sole discretion, may allow the Successful Proposer to relocate the Detector System(s) to another intersection approved by the County.

h. Financial Return to the County

The Program shall generate revenue to the County. The Successful Proposer shall be required to distribute all revenue generated from violations in accordance with §318.18 F.S. The Florida Statutes no longer permit the Successful Proposer to be paid on a per ticket basis. A different methodology will be utilized, such as a monthly fee, for payment for the Program. As part of its response to the RFP, Proposers are being required to provide a financial payment plan.

The County will **only accept** Responses that guarantee, at a minimum, cost neutrality; i.e., that revenue from the citations will at least match the cost of the Successful Proposer's fees. Should the citation revenue fall short of the cost of the fees, the Successful Proposer will absorb the difference in cost. The County **will not** pay any fees that exceed revenues received by the County.

4. TECHNICAL SPECIFICATIONS

4.1 Traffic Infraction Detector System

Proposer shall provide and install all equipment including, but not limited to, cameras, poles, cabinets and related operational equipment ("Detector System") at the selected intersection(s) independent of existing traffic signals and associated traffic control equipment.

4.1.1 The Detector System installed at an intersection must be capable of capturing pictures, video, and data of up to four (4) approaches and up to five (5) lanes on each approach that may require both left and right turn monitoring. The Detector System must be non-intrusive to roadway and/or traffic signal equipment and cabinetry.

4.1.2 The Detector System shall use a high quality digital camera system with an output equal to or greater than 10 million pixels per image is required. Proposer must detail the image quality specifications and provide real sets of infraction image examples captured in daytime, nighttime, during inclement weather and during times where sunlight is pointing in the direction of the camera. 4.1.3 The Detector System shall be capable of gathering traffic data for statistical analyses.

4.1.4 The Detector System shall be capable of operating successfully in a wide range of operating conditions (e.g., heavy traffic volumes, adverse weather conditions, nighttime and daytime, non-standard roadway surface configurations, etc., and across five (5) moving lanes of traffic).

4.1.5 The Detector System shall provide a reliable non-intrusive, non-invasive, non-physical connection to the red phase of the traffic signal. Violation detection and camera triggering must be accomplished without any connectivity between the camera system and the Traffic Control System. No power couplings may be utilized.

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4.1.6 The Detector System shall be capable of distinctly capturing multiple red-light infractions on each approach of an intersection.

4.1.7 The Detector System must provide at least three (3) digital color still images of each violating event. The images must be taken so that the rear of the vehicle and license plate are captured and are clearly readable. The first image shall capture the vehicle before the front wheels strike the crosswalk or legal infraction limit line. The second image shall capture the vehicle after the rear axle has crossed the crosswalk or legal limit line. The third image shall depict a close-up of the license plate. In addition, the camera must have the capability to capture a short duration audio/video clip of the infraction.

4.1.8 The Detector System shall record data pertinent to each infraction at the time of capture. Data shall be recorded in a flexibly configured data bar that is embedded with each scene, license plate and stop bar detection images that may be used to prove the infraction. The data bar shall include, but is not limited to, the following information for each infraction:

- a) Unique infraction identifier incorporating the County;
- b) Location of infraction;
- c) Date (MM/DD/YYYY);
- d) Time of the infraction in 24 hour clock including hours, minutes and seconds;
- e) Elapsed time between images;
- f) Direction of travel;
- g) Traffic signal phase;
- h) Time into the red phase displayed in thousandths of a second;
- i) Duration of the prior amber phase;
- j) Vehicle lane of travel;
- k) Camera ID; and
- l) Frame sequence number.

4.1.9 The Detector System must provide an ancillary video and audio system as supporting information to the infraction provided by the still images. The video must be full motion at the rate of thirty (30) frames per second or greater and allow aperture adjustment.

4.1.10 Each imaging unit's operation shall be microprocessor controlled and fully automatic.

4.1.11 The Detector System shall be capable of on-site or remote activation and maintenance support.

4.1.12 The Detector System shall perform self-test on set-up; simulate an infraction being recorded for testing; communicate error messages; record date and time of system shutdown in the event of a malfunction.

4.1.13 The Detector System shall allow a malfunction to be easily identified and debugged on-line.

4.1.14 The Detector System shall record event-specific evidence to substantiate multiple, simultaneous and/or concurrent infractions occurring during any red signal phase.

4.1.15 The Detector System shall provide 24 hours a day/365 days a year "real time" intersection remote monitoring and viewing capabilities as well as the ability to generate statistical user-defined reports as further detailed below. Further, the Detector System

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shall have the ability to archive and retrieve video independent of a red light violation for a minimum period of forty five (45) or until a violation or citation is paid or adjudicated. This is very valuable for accident reconstruction, crime investigations, etc. Please provide if applicable, specific examples of customer successes utilizing this benefit.

4.1.16 The Detector System component operations must be synchronized to a single, standard, independent, external and verifiable time and date source.

4.1.17 The Detector System enclosures must be tamper proof and vandal proof and must remain operational and perform satisfactorily during normal weather conditions.

4.1.18 The Detector System should minimize the amount of equipment and infrastructure at the intersection.

4.1.19 The Detector System must be as small as possible and use as little power as possible and preferably should incorporate a non-intrusive alternate power source

4.1.20 The Detector System must be designed in such a fashion that maintenance and other operations can be accomplished easily and quickly without creating a public safety hazard.

4.1.21 Installation and maintenance requirements should be such that they minimize downtime or non-operational time.

4.1.21 In addition to monitoring straight-through infractions, the Detector System shall be capable of detecting and recording evidence of left and right turn infractions, regardless of vehicle speed

4.1.22 Proposer must have an emergency recovery plan that minimizes downtime resulting from unforeseeable circumstance (i.e. power outages, accidents involving the traffic poles, severe storms, hurricanes, etc.), and during emergency/disaster conditions.

4.1.23 The County of Miami would like to integrate the video feeds from this Program to the Countywide CCTV Project.

4.2 INFRACTION PROCESSING

4.2.1 The System, as defined by the RFP, must be integrated with the Court computer system. The Court will require that all citations be submitted electronically to the Court within five (5) days of the issuance of a citation. The Court will not accept paper citations.

4.2.2 There shall be no requirement to install the Successful Proposer's System on County-owned/maintained IT systems. However, the County shall be capable of installing the Successful Proposer's System on County owned hardware should, at its sole discretion, it choose to do so.

4.2.3 Proposer's System shall allow authorized County personnel a detailed view of all information related to a specific infraction as well as to the Program in general.

4.2.4 The System shall be available 24 hours a day/365 days a year for authorized users for the purpose of pre-processing evidence, police authorization, notice printing, payment tracking and generation of reports and any other required information or documentation.

4.2.5 The System shall have the following capabilities:

- a) Web-enabled access and operation;
- b) Secure user log-in and access;

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- c) Automatic presentation of images and data captured by the camera system onto review PCs;
- d) Easy review of infraction evidence;
- e) Ability to both "play" full motion video (with audio) and view multiple scene and plate images;
- f) Ability to view each image as a full screen enlargement with a single click;
- g) Ability to view all original recorded images of the infraction;
- h) Ability to "crop" a license plate image area from the multiple-image license plate set to establish vehicle ID, and subsequently "copy and paste" the cropped plate area image onto the notice;
- i) Ability to "accept" or "reject" infraction sets and record rejection reasons;
- j) Ability to generate printed warning letters and mail to registered vehicle owners during the first sixty (60) days of the Program;
- k) Ability to automatically generate printed violation notices to mail to registered vehicle owners;
- l) Ability to store and archive all processed infraction evidence into a secured database;
- m) Ability to access any stored infraction image from the system's database subject to agreed archive rules;
- n) Ability, upon request, to immediately view and print standard and/or user-defined reports;
- o) Secured Access Control and automatically generated Electronic Audit Trails; and
- p) Encryption and decryption management.

4.2.6 The Proposer shall comply with the violation notification procedure established in the Florida Statutes and any rules, regulations, procedures promulgated by FDOT and the Court.

4.3 STATISTICAL ANALYSIS AND REPORTING SYSTEMS

4.3.1 The System shall have the capability to produce statistical analyses of camera locations, operations, and recorded data, including, but not limited to, the following applications:

- a) Hours of use per camera by operational site;
- b) Results achieved by each camera by site;
- c) Red light infractions recorded by each camera by site;
- d) Traffic counts by location, lane, date and hour, and time period (i.e. am/pm peak periods); and
- e) Ability to generate ad-hoc (user-defined) reports on all data.

4.3.2 The System shall be capable of immediately generating operations reports upon request, including:

- a) Number of infractions recorded;
- b) Number of infractions for which notices were not issued;
- c) Number of notices prepared and mailed;
- d) Status of notices issued (outstanding, canceled, reissued and closed); and
- e) Number of notices appealed by registered vehicle owners.
- f) Number of cases upheld.

4.3.3 The System shall also supply statistical reports of camera performance/operations:

- a) Camera equipment hours of service and hours out-of-service; and;

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b) Number and description of camera or other equipment malfunctions by camera ID, location, date, time, etc.

4.3.4 The System shall be capable of providing violation and traffic statistics as follows:

- a) Real-time traffic volumes/counts as per Section 4.3.1, d, above; and;
- b) Real-time infraction graphs and charts by:
 - i) location;
 - ii) lane;
 - iii) time of day; and
 - iv) day of week.

4.3.5 System shall be capable of analyzing the results obtained from each camera to show the prosecutable image rate (i.e., the number of notices issued compared to the number of infractions captured).

4.3.6 Successful Proposer shall provide the County with a monthly activity report within ten (10) days following the end of the month and customized reports on a per request basis.

4.3.7 The monthly report shall contain, at a minimum, the following information:

- a) The number of infractions detected, notices issued, and the prosecutable image rate by location and system-wide;
- b) The total number of infractions that occurred by location and percentage of total vehicle traffic by lane by location;
- c) The total number and percentage of rejected images by reason; and
- d) The information specified in Section 5.3.3 above.

4.3.8 System shall be able to provide all documentation required to meet FDOT and Court reporting requirements.

4.4 IMAGE TRANSMISSION SECURITY AND DATA STORAGE

4.4.1 Proposer must provide for image and data security that shall prevent unauthorized persons from accessing the camera images and databases and tampering with images.

4.4.2 The Proposer must store all enforceable images produced by cameras for no less than 180 days after final disposition or for a greater duration as requested by County.

4.4.3 Proposer shall provide an evidence package for any contested violations.

The package shall consist of:

- a) All issued and disputed notices to the party;
- b) A violation history report;
- c) A correspondence file; and
- d) A payment history.

4.4.4 Proposer will maintain a proper chain of evidence that meets the needs of County, and the court system.

4.4.5 Proposer will provide a qualified expert witness who is knowledgeable on the theory, operation and functional capabilities of the red light camera unit. Proposer shall provide for expert testimony at court hearing as directed by the County.

4.5 MAINTENANCE, SUPPORT AND TRAINING

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4.5.1 All maintenance of camera, video, sensors, computer and related equipment shall be the responsibility of the Proposer. This shall include provisions of electricity or other sources of power to the equipment at Proposer's expense.

4.5.2 Proposer shall guarantee to repair or replace any inoperable equipment within 48 hours of detection by the Proposer or notification by the County.

4.5.3 Proposer must have a standard maintenance and inspection plan.

4.5.4 Proposer must provide ongoing training support for their product.

4.5.5 Provision of hands-on training as necessary to personnel as required by the County.

4.5.6 Proposer shall furnish training materials.

4.6 OPERATIONS AND PUBLIC AWARENESS

4.6.5 Proposer will fund, develop, and implement a public education Program inclusive of materials for mass distribution. The County will provide, at its discretion and at no cost to the Successful Proposer, access to Cable TV Channel 77 as well as to County newsletters and other County-related publications as appropriate.

4.6.6 Successful Proposer will support the County by training staff on how to present the Program at public seminars or presentations. The Successful Proposer will provide staff for public forums as necessary.

Walters, Vivian (RER)

From: Garcia, Allan M. (ISD)
Sent: Tuesday, July 30, 2013 12:12 PM
To: Walters, Vivian (RER)
Cc: Simmons Jr., Fred (ISD)
Subject: SBD Input Doc for RFP 881
Attachments: Input Doc-Project Measure Worksheet.pdf; Scope of Work.docx

Good morning Vivian,

Attached is the SBD Input for your review and comment and the scope for RFP881. I am sending this on behalf of Mr. Fred Simmons, Jr.

If you have any questions let me know.

Thank you,

Allan M Garcia
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Internal Services Department
Procurement Management Services
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