

# ISSUING DEPARTMENT INPUT DOCUMENT

## CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

New   
  OTR   
  Sole Source   
  Bid Waiver   
  Emergency   
 Previous Contract/Project No. FB-01170

Re-Bid   
  Other – \_\_\_\_\_   
 LIVING WAGE APPLIES:  YES     NO

Requisition No./Project No.: EVN0000215   
 TERM OF CONTRACT 5 YEAR(S) WITH 0 YEAR(S) OTR

Requisition /Project Title: Lost and Found Services for MIA

Description: 
 The purpose of this solicitation is to establish a contract for the purchase of a lost and found system for the Miami International Airport in accordance with the County’s needs.

Issuing Department: SPD   
 Contact Person: Heylicken Espinoza   
 Phone: 305-375-3026

Estimate Cost/Value: \$25,220   
 GENERAL    FEDERAL    OTHER  
 Funding Source: Propr. Reven       

### ANALYSIS

<b>Commodity Codes:</b>	<span style="border: 1px solid black; padding: 2px;">92045</span>	<span style="border: 1px solid black; padding: 2px;"></span>	<span style="border: 1px solid black; padding: 2px;"></span>	<span style="border: 1px solid black; padding: 2px;"></span>
Contract/Project History of previous purchases three (3) years Check here <input type="checkbox"/> if this is a new contract/purchase with no previous history.				
	<b><u>EXISTING</u></b>	<b><u>2<sup>ND</sup> YEAR</u></b>	<b><u>3<sup>RD</sup> YEAR</u></b>	
<b>Contractor:</b>	Lost Returns, Inc.			
<b>Small Business Enterprise:</b>				
<b>Contract Value:</b>				
Comments: <span style="border: 1px solid black; padding: 2px; display: inline-block; width: 80%;"></span>				

Continued on another page (s):     YES     NO

### RECOMMENDATIONS

	Set-Aside	Subcontractor Goal	Bid Preference	Selection Factor
<b>SBE</b>				

Basis of Recommendation:

Signed: Heylicken Espinoza   
 Date sent to SBD: 1/13/2023  
 Date returned to SPD:

**SECTION 2**  
**ADDITIONAL/SPECIAL TERMS AND CONDITIONS**

**2.1 PURPOSE**

The purpose of this solicitation is to establish a contract for the purchase of a lost and found system for the Miami International Airport (MIA) in accordance with the County's needs.

**2.2 TERM OF CONTRACT**

This Contract shall commence on the first calendar day of the month succeeding approval of the Contract by the Board of County Commissioners, or designee, unless otherwise stipulated in the Purchase Order issued by the County. The Contract shall expire on the last month of the five-year term.

**2.3 METHOD OF AWARD**

Award of this contract will be made to the responsive, responsible Bidder who submits an offer on all items listed in the solicitation and whose offer represents the lowest price when all items are added in the aggregate. If a Bidder fails to submit an offer on all items, its overall offer may be rejected.

**2.4 SUBMITTAL REQUIREMENTS**

Bidders must meet the following requirements to be considered for award:

**2.4.1** Bidder or Bidder's Subcontractor shall be regularly engaged in the business of providing for lost and found system services to be considered for award. Bidder or Bidder's Subcontractor shall provide three (3) ***different*** references from customers to whom the Bidder or Bidder's Subcontractor has provided or is currently providing the goods and services as described throughout this Solicitation. In lieu of the references from the Bidder or Bidder's Subcontractor, the County will consider the references from Bidder's key personnel in accordance with Resolution No. 1122-21.

The references should include the customer's company name, and the contact person's name, title, address, telephone number, and e-mail address, who can verify that the Bidder/key personnel/Subcontractor has successfully provided the goods/services (Section 4: Bid Submittal – Required Criteria). These references shall ascertain to the County's satisfaction that the Bidder/key personnel/Subcontractor has sufficient expertise in the industry and its firm is properly equipped to perform the required goods/services.

**2.4.2** Bidder(s) shall submit the name of a company representative, along with contact information. This shall be the individual in the organization who is cognizant of industry standards and is authorized to discuss matters pertaining to the resultant contract, to provide the County with support and information. The company representative shall be able to communicate with the County and shall have full authority to act on behalf of the Bidder on all matters related to the resultant contract. All resources shall be available twenty-four (24) hours a day to provide immediate support and expedite services.

**2.5 PRICES**

The prices proposed by the Awarded Bidder shall remain fixed and firm during the contract term.

**2.6 DELIVERY**

The awarded bidder shall make deliveries within the number of days identified in the purchase order. Delivery shall be made in accordance with good commercial practice and required delivery timeframe shall be adhered to by the Awarded Bidder; except in such cases where the delivery will be delayed due to acts of nature, strikes, or other causes

beyond the control of the Awarded Bidder. In these cases, the Awarded Bidder shall notify MDAD of the delays in advance of the original delivery date so that a revised delivery schedule can be appropriately considered by the County.

## **2.7 RISK OF LOSS**

The Awarded Bidder assumes the risk of loss or damage to the property during shipment or possession of such property by the Awarded Bidder, and until delivery to, and acceptance of, that property to the property owner. The Awarded Bidder shall immediately repair, replace or make good on the loss or damage without cost to the County, whether the loss or damage results from acts or omissions (negligent or not) of the Awarded Bidder or a third party.

## **2.8 RELATED EXPENSES/TRAVEL EXPENSES/SHIPPING**

The Bidder's firm fixed costs requested in this solicitation and submitted by a Bidder, include any costs for travel, shipping, and miscellaneous expenses. No additional costs will be accepted by the County.

## **2.9 ACCEPTANCE OF PRODUCT BY THE COUNTY**

The product(s) to be provided hereunder shall be delivered to the County, and maintained if applicable to the contract, in full compliance with the specifications and requirements set forth in this contract. If the awarded Bidder's product is determined to not meet the specifications and requirements of this Contract, either prior to acceptance or upon initial inspection, the item will be returned, at awarded Bidder's expense, to the awarded Bidder. At the County's own option, the awarded Bidder shall either provide a direct replacement for the item or provide a full credit for the returned item. The awarded Bidder shall not assess any additional charge(s) for any conforming action taken by the County under this clause.

## **2.10 ADDITIONAL ITEMS/SERVICES**

If additional items/services similar in nature are required, price quotes shall be obtained from the awarded Bidder. If the County determines that the price submitted by the Bidder is not competitive, the County reserves the right to acquire the services through a separate solicitation.

## **2.11 INSURANCE REQUIREMENTS**

This section supersedes Section 1, Paragraph 1.22, A, **2, and 3**, as outlined below:

**2.** Commercial General Liability Insurance in an amount not less than \$1,000,000 combined single limit per occurrence for bodily injury and property damage. Miami-Dade County must be shown as an additional insured with respect to this coverage.

**3.** Automobile Liability Insurance covering all owned, non-owned and hired vehicles used in connection with the work, in an amount not less than \*\$1,000,000 combined single limit per occurrence for bodily injury and property damage.

**\*Under no circumstance are Contractors permitted on the Aviation Department, Aircraft Operating Airside (A.O.A.) at Miami International Airport without increasing automobile coverage to \$5 million. Only vehicles owned or leased by a company will be authorized. Vehicles owned by individuals will not be authorized. \$1 million limit applies at all other airports.**

## **2.12 METHOD OF PAYMENT**

Awarded Bidder shall submit invoices and any associated back-up documentation electronically or in hard copy format to the County as follows:

Miami-Dade County Aviation Department  
PO Box 526624  
Miami, FL 33152-6624  
Attention: Accounts Payable  
OR  
Email to: payables@miami-airport.com

The County may at any time designate a different address and/or contact person by giving written notice to the other party.

In addition to the information listed in Section 1.0, Paragraph 1.35, the following information shall be included:

The Awarded Bidder shall submit one lump sum invoice upon receipt of the purchase order that reflects the total value for services anticipated under this contract for a one-year period. In the event the contract is terminated prior to its intended expiration, the Awarded Bidder shall reimburse the County for unused services on a pro-rated basis.

#### **2.13 MAINTENANCE, UPDATES, CUSTOMIZATION AND REPAIRS**

The Awarded Bidder shall be responsible for any necessary maintenance, updates and enhancements, customization, and repairs/corrections of the lost and found software system and related equipment used for the services, during the term of the contract period, at no additional cost to the County. The awarded Bidder shall promptly correct/repair these deficiencies within 15 calendar days after the County notifies the Awarded Bidder of such deficiencies in writing. Repairs shall include, but not be limited to, repair and/or replacement of any defective hardware and/or software

#### **2.14 TRAINING COURSES TO BE PROVIDED**

The Awarded Bidder shall provide an intensive training program to a minimum of ten (10) County employees regarding the use of the software, related equipment and services supplied by the Bidder in conjunction with this solicitation. The Awarded Bidder shall bear **ALL COST** associated with this training including, but not limited to: registration fees; manuals, texts, or other instructional materials; and transportation and lodging expenses (for the trainer). The County will make available a location on-site for the Awarded Bidder to conduct the training.

#### **2.15 TRAINING MANUALS TO BE PROVIDED**

The Awarded Bidder shall supply the County with an electronic version of the comprehensive training manual(s) which describe the appropriate use of the software and equipment purchased by the County in conjunction with this solicitation. The manuals shall be supplied prior to, or upon, delivery of the equipment/software. Final payment shall be withheld until such time as these manuals are received by the County

#### **2.16 SMALL BUSINESS ENTERPRISE CONTRACT MEASURE** (Not applicable.)

**TBD**

#### **2.17 COUNTY USER ACCESS PROGRAM** (UAP)

The UAP provision included in Section 1, paragraph 1.37 does not apply.

#### **2.18 COMPLIANCE WITH FEDERAL STANDARDS**

All items to be purchased under this contract shall be in accordance with all governmental standards, to include, but not be limited to, those issued by the Occupational Safety and Health Administration (OSHA), the National Institute of Occupational Safety Hazards (NIOSH), and the National Fire Protection Association (NFPA).

## **2.19 TRUST AGREEMENT**

### **2.19.1 Incorporation of Trust Agreement by Reference**

Notwithstanding any of the terms, provisions and conditions of this Agreement, it is understood and agreed by the parties hereto that, to the extent of any inconsistency with or ambiguity relating to the terms and conditions of this Agreement, and the level of rents, fees or charges required hereunder and their periodic modification or adjustment as may be required by the provisions of the Amended and Restated Trust Agreement dated as of the 15th day of December, 2002 as amended from time to time, by and between among the County and the JP Morgan Chase Bank as Trustee and Wachovia Bank, National Association as Co-trustee (“the Trust Agreement”), which Trust Agreement is incorporated herein by reference, shall prevail and govern in the event of any inconsistency with or ambiguity relating to the terms and conditions of this Agreement, including the rents, fees or charges required herein, and their modification or adjustment. at all times during the term of this Agreement. Copies of the Trust Agreement are available for inspection in the offices of the Department during normal working hours.

### **2.19.2 Adjustment of Terms and Conditions**

If, at any time during the term or any extension thereto, as applicable, of this Agreement, a Federal agency or court of competent jurisdiction shall determine that any of the terms and conditions of this Agreement, including the rentals, fees and charges required to be paid hereunder to the County by the Lessee or by other Lessees under other Agreements of the County for the lease or use of facilities used for similar purposes, are unjustly discriminatory, the County shall have the right to modify such terms and conditions and to increase or otherwise adjust the rentals, fees and charges required to be paid under this Agreement in such a manner as the County shall determine is necessary and reasonable so that the rentals, fees and charges payable by the Lessee and others shall not thereafter be unjustly discriminatory to any user of like facilities and shall not result in any violation of the Trust Agreement or in any deficiency in revenues necessary to comply with the covenants of the Trust Agreement. In the event the County has modified the terms and conditions of this Agreement, including any adjustment of the rentals, fees and charges required to be paid to the County pursuant to this provision, this Agreement shall be amended to incorporate such modification of the terms and conditions including the adjustment of rentals, fees and charges upon the issuance of written notice from the Department to the Lessee.

## **2.20 TITLE VI - LIST OF PERTINENT NON-DISCRIMINATION ACTS AND AUTHORITIES**

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the “contractor”) agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

- a) Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin);
- b) 49 CFR part 21 (Non-discrimination In Federally-Assisted Programs of The Department of Transportation—Effectuation of Title VI of The Civil Rights Act of 1964);

- c) The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- d) Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR part 27;
- e) The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age);
- f) Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- g) The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms “programs or activities” to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- h) Titles II and III of the Americans with Disabilities Act of 1990, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131 – 12189) as implemented by Department of Transportation regulations at 49 CFR parts 37 and 38;
- i) The Federal Aviation Administration’s Non-Discrimination Statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- j) Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- k) Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- l) Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq).

**SECTION 3**  
**SCOPE OF WORK/TECHNICAL SPECIFICATIONS**

**3.1 SCOPE OF WORK**

Miami-Dade County (County) is soliciting bids for lost-and-found services at the Miami International Airport (MIA). The Awarded Bidder will be responsible for providing all required devices, software, licenses, website with customer portal, implementation, customization, testing, staff training, and maintenance and support services as described in Section 3.2.

Miami Dade Aviation currently runs an operation for lost-and-found items at MIA terminals. On a monthly basis, Miami Dade Aviation receives an average of 3,600 items, which are tracked in the lost and found system and returns an average of 800 items to owners. This operation is currently supported by a software application that allows staff to enter inquiries for lost items, inventory found items, manually match inquiries with found items, and create customizable labels to ship items to the owners.

The County is looking for a solution designed to improve the efficiency, and accuracy with which staff can inventory items, match owners with their properties, generate, archive, and track correspondence with customers, ship found items to the owners, and eliminate shipping charges to Miami Dade Aviation. Vendors may charge customers a nominal fee (handling fee) for processing returned items.

**3.2 DESCRIPTION OF PRODUCT AND SERVICES TO BE PROVIDED**

**A. Hardware**

The following shall be included in the annual price submitted by the Awarded Bidder: All hardware necessary for the operation of the lost-and-found system solution including five (5) cameras with a 10-Megapixel resolution or higher, five (5) label printers, and all inventory labels, shipping labels, and shipping supplies required for daily operation.

In addition, the Bidders shall provide pricing for the following optional hardware: five (5) barcode scanners, and five (5) signature pads.

**B. Software Application**

The lost-and-found application/system shall provide a database management solution that can catalogue and maintain a record of found properties, match and track the return of properties to the respective owners, provide a web portal for customers to submit and track lost item inquiries through a corresponding and unique identification tracking number, record and mark unclaimed items that have passed the established threshold time and will be later disposed of by MDAD, and generate reconciliation and statistics reports. Additionally, the system must allow for cross-platform utilization (i.e., PC, MAC, iOS, and Android compatible devices). Below are the required functionalities of the application:

**3.2.1.1** The software application shall be web based. Preferably, the application shall be a Bidder hosted solution. The software application shall have an average up-time of 99.95%. The average application response time shall be less than 20 seconds.

**3.2.1.2** The Awarded Bidder must provide a web page that is linked to the MIA website where customers and staff can enter inquiries, newfound item information, and establish correspondence. Website appearance must have a similar look on both the customer and staff sites in order to facilitate customer assistance. The website must also use an icon-based design for easier function identification.

- 3.2.1.3** The website must have available all fields necessary to avoid entry errors and misspelled descriptions. The website must also have drop down menu options for customers and staff to enter information, inquiries, or newfound item descriptions. Items shall be classified by categories, color, model, and year. It shall also clearly differentiate cash from any other item category.
- 3.2.1.4** All items entered by staff and inquiries entered by customers must have a unique identification tracking number automatically assigned to them by the system.
- 3.2.1.5** The application shall allow staff to document the description of found items through photos taken and uploaded to each item's unique identification tracking number.
- 3.2.1.6** The application shall automatically list or alert, on the staff site, all possible matches by comparing inquiry descriptions entered by customers and found item descriptions entered by staff. This will allow staff to determine if there is a match.
- 3.2.1.7** The application must allow staff to view a side-by-side comparison for each of the possible matching records and allow for manual confirmation or rejection of matches.
- 3.2.1.8** Correspondence:
  - 3.2.1.8.1** The application must be able to generate correspondence using mailing data obtained from customer contact information.
  - 3.2.1.8.2** The application shall generate automatic correspondence such as receipt of inquiry, confirmation/rejection of a match, and tracking and shipping information.
  - 3.2.1.8.3** The application shall be able to record and store all correspondence between the customer and staff.
- 3.2.1.9** The application shall provide a reporting package that includes, at a minimum, statistical and staff performance reports configurable by time frame, inquiry status, final disposition, return report, and cash found. The application shall allow the system administrator and authorized staff to create ad hoc/custom reports.
- 3.2.1.10** The application shall have a configurable data archive records function with a minimum of three (3) years of archive records, regardless of the item/inquiry disposition, and have the capability to separate resolved records from the active database.
- 3.2.1.11** The application shall have the option to use contact information stored on the unique identification tracking number, or a different number provided by staff to print the shipping label.
- 3.2.1.12** The application shall have the capability to search through the inventory or claims (e.g., by customer information, claim information, item description, or number and location), allow manual matching of found items to submitted claims, and perform automated matches
- 3.2.1.13** The application shall have the capability to sort records by their disposition (e.g., on inventory, claimed, and/or disposed).
- 3.2.1.14** Application shall be auditable.



**3.2.1.15** Customer portal on the website shall be available in different languages. At a minimum this should include English, Spanish and French. The portal shall also be available twenty-four (24) hours a day, seven (7) days a week.

**3.2.1.16** Application shall be Payment Card Industry Data Security Standard (“PCI”) compliant and subject to County annual attestation compliance, for the term of the contract.

**3.2.1.17** Application should provide Multifactor Authentication login for users

**3.2.1.18** Application should allow for customizable user account profiles

### **3.3 Training and Support**

The Awarded Bidder must provide the following:

**3.3.1** On-site and online training for County staff and provide relevant user and technical documentation

**3.3.2** Phone and/or online support for staff to be used for system troubleshooting seven (7) days a week, during normal hours of operation (currently from 8:00 AM to 6:00 PM).

**3.3.3** Dedicated toll-free call branded center to support all customer calls.

**3.3.4** Application available twenty-four (24) hours a day, seven (7) days a week inclusive of any required upgrades that cover software patches and/or feature enhancements.

**3.3.5** Provide continuous improvements, upgrades (as part of the maintenance/licensing fee)

**3.3.6** Provide access for unlimited users and administrators (at no additional cost)

**3.3.7** Provide unlimited claims/inventory (record entry)

### **3.4 Implementation Plan**

At a minimum, the Implementation Plan shall include the following:

**3.4.1** Data migration;

**3.4.2** Setup support;

**3.4.3** Current inventory system and physical layout review;

**3.4.4** Call center integration to MDAD operation;

**3.4.5** Web design and layout subject to County requirements and approval.

**SECTION 4**

**BID SUBMITTAL CHECKLIST**

<b>TO BE COMPLETED BY ALL BIDDERS</b>	
Refer to Paragraph 2.4 to ensure that Bidder's responses and attachments comply with the Solicitation's requirements.	
<b>Paragraph Reference</b>	<b>Description</b>
<b>2.4.1</b>	<p>Bidder or Bidder's Subcontractor shall be regularly engaged in the business of providing lose and found system services as requested in this solicitation to be considered for award. Bidder or Bidder's Subcontractor shall provide three (3) <b><i>different</i></b> references from customers to whom the Bidder has provided or is currently providing the goods and services as described throughout this Solicitation. In lieu of the references from the Bidder or Bidder's Subcontractor, the County will consider the references from Bidder's key personnel in accordance with Resolution No. 1122-21.</p> <p>The references should include the customer's company name, and the contact person's name, title, address, telephone number, and e-mail address, who can verify that the Bidder/Subcontractor/Bidder's key personnel has successfully provided the goods/services. These references shall ascertain to the County's satisfaction that the Bidder has sufficient expertise in the industry and its firm is properly equipped to perform the required goods/services.</p> <p><b>Reference Company Name No. 1:</b> <input type="text"/></p> <p>Is reference for the Bidder, Subcontractor, <b>or</b> key personnel: <input type="text"/></p> <p>If <b>Subcontractor</b>, then identify the name of the Subcontractor: <input type="text"/></p> <p>If <b>key personnel</b>, then identify the name of the key personnel: <input type="text"/></p> <p>and make sure that company key personnel worked for is listed <u>above</u> as "Reference Company 1."</p> <p>Contact's name: _____ Title: _____</p> <p>Address: _____</p> <p>Phone Number: _____ Email: _____</p> <p><b>Reference Company Name No. 2:</b> <input type="text"/></p> <p>Is reference for the Bidder, Subcontractor, <b>or</b> key personnel: <input type="text"/></p> <p>If <b>Subcontractor</b>, then identify the name of the Subcontractor: <input type="text"/></p> <p>If <b>key personnel</b>, then identify the name of the key personnel: <input type="text"/></p> <p>and make sure that company key personnel worked for is listed <u>above</u> as "Reference Company 2."</p> <p>Contact's name: _____ Title: _____</p> <p>Address: _____</p> <p>Phone Number: _____ Email: _____</p>

	<p><b>Reference Company Name No. 3:</b> <input type="text"/></p> <p>Is reference for the Bidder, Subcontractor, or key personnel: <input type="text"/></p> <p>If <b>Subcontractor</b>, then identify the name of the Subcontractor: <input type="text"/></p> <p>If <b>key personnel</b>, then identify the name of the key personnel: <input type="text"/></p> <p>and make sure that company key personnel worked for is listed <u>above</u> as "Reference Company 3."</p> <p>Contact's name: _____ Title: _____</p> <p>Address: _____</p> <p>Phone Number: _____ Email: _____</p>	
<p><b>2.4.2</b></p>	<p>Bidder shall assign a competent representative who is cognizant of industry standards and is authorized to discuss matters pertaining to the resultant Contract and provide the County with support and information. The Bidder's representative shall be able to communicate with the County and shall have full authority to act on behalf of the Bidder on all matters related to the resultant Contract. Bidders are required to provide their authorized representative's name, phone number, and e-mail address. All resources shall be available twenty-four (24) hours a day to provide immediate support and expedite services.</p> <p>Name of Bidder's Authorized Representative: _____</p> <p>Title of Bidder's Authorized Representative: _____</p> <p>Phone Number: _____</p> <p>E-mail address: _____</p>	
<p><b>3.2.1.16</b></p>	<p>Is the proposed software application Payment Card Industry Data Security (PCI DSS) compliant and subject to County attestation compliance, as per Section 3.2.1.16? If so, provide proof of PCI DSS compliance.</p> <p>Select one:</p> <p><input type="checkbox"/> Yes (proof of compliance is attached)</p> <p><input type="checkbox"/> No. (Explain: _____  _____  _____ )</p>	

**PRICE SUBMITTAL FORM**

Item No.	Description	Quantity	Unit of Measure	Unit Cost (\$USD)
1	<b>Year 1</b> - Lost and Found Website Application Service and Support, as per requirements of Section 3, inclusive of Annual Subscription License Fee, Equipment and Supplies.	1	Annually	\$ _____
2	<b>Year 2</b> - Lost and Found Website Application Service and Support, as per requirements of Section 3, inclusive of Annual Subscription License Fee, Equipment and Supplies.	1	Annually	\$ _____
3	<b>Year 3</b> - Lost and Found Website Application Service and Support, as per requirements of Section 3, inclusive of Annual Subscription License Fee, Equipment and Supplies.	1	Annually	\$ _____
4	<b>Year 4</b> - Lost and Found Website Application Service and Support, as per requirements of Section 3, inclusive of Annual Subscription License Fee, Equipment and Supplies.	1	Annually	\$ _____
5	<b>Year 5</b> - Lost and Found Website Application Service and Support, as per requirements of Section 3, inclusive of Annual Subscription License Fee, Equipment and Supplies.	1	Annually	\$ _____
<b>Total for Years 1 – 5:</b>				\$ _____

Optional Items				
Item No.	Description	Estimated Quantity	Unit of Measure	Unit Cost (\$USD)
6	Bar Code Scanner	5	Each	\$ _____
7	Signature Pad	5	Each	\$ _____