



Request for Proposal, 15MCO503 VIDEO VISITATION

Date Required: Thursday, Jun 4, 2015

Time Required: 3:00 PM Local Time

INTRODUCTION:

Midland County, hereafter called County, invites sealed proposals from interested qualified Vendors, hereinafter called Vendors or Contractors, to provide a **VIDEO VISITATION PROGRAM**. The following pages provide general information about the requirements and specifications for the package.

This request for proposal ("RFP") is part of a competitive procurement process which provides qualified vendors with a fair opportunity for their commodities and services to be considered, and to provide information concerning their expertise and experience in providing similar services to other customers. The RFP process provides a competitive negotiation platform, wherein price or cost is not the sole determinative factor. This process, designed to best serve the interests of the County, allows the County the flexibility to negotiate with interested, qualified Vendors (following designation by the Commissioners Court, one at a time) to arrive at a mutually agreeable relationship.

PURPOSE:

Midland County is seeking to upgrade its video visitation system and provider. Midland County is interested in obtaining proposals from experienced providers that are capable of addressing the current and future technology needs of the County in the specified areas. It is preferred that the selected vendor provide all the components of the desired migration including applications software, hardware, conversion of the existing data, application set up, training of all county personnel, and ongoing support. Midland County has operated in its current environment for approximately 30 years and is anticipated that a fully integrated case management application will be required to expand and enhance current operations. Midland County desires to consider standard software licensing, software-as-a-service (SaaS) options, and custom-engineered software solutions. Proposers should clearly indicate on their pricing submission which type of proposal is being offered and the pricing details for each type of offering. Proposers who also offer municipal lease purchase as an option for any type of software proposals are encouraged to include details of the options available.



SECTION 1

GENERAL INFORMATION

COPIES AND RECEIPT:

Please submit one (1) original, three (3) copies, and an electronic copy on USB drive of the proposal. **An executed copy of the Proposal Affidavit SIGNED AND NOTARIZED (Attachment A) must be included in each submission. Please note that if no Proposal Affidavit is included, the response will be rejected.** Midland County is exempt from all state and federal taxes. Tax exempt certificates are available through Purchasing upon request.

Responses must be received by **3:00 PM Local Time Thursday, June 4, 2015**. Late proposals will be rejected and returned unopened. The clock in the Purchasing Agent's office is the official time piece for this submission. If interested, Contractors may use mail or express systems to deliver their proposal to the Purchasing Department; they should insure that they are tendered to the carrier in plenty of time to reach the Purchasing Department by the time and date required. Facsimile transmitted proposals shall not be accepted.

Proposals will be opened, and the name of the firm submitting the proposal read aloud, acknowledged, at **3:30 PM, Thursday, June 4, 2015** in the Purchasing Department Conference Room located in the Midland County Courthouse, Suite 1101. All respondents or other interested parties are invited to attend the opening.

SUBMISSION LOCATION:

All bids which are mailed, shipped, delivered, etc. should be addressed as follows:

Midland County Purchasing Department
Midland County Courthouse
Attention: Kristy Engeldahl, Purchasing Agent
500 N. Loraine Street, Suite 1101
Midland, Texas 79701



All responses shall be submitted in a sealed envelope, marked on the outside:

VIDEO VISITATION for Midland County 15MCO503

[COMPANY NAME]

[ADDRESS]

[CITY, STATE ZIP]

[PHONE]

SITE SURVEYS:

Vendors are **required** to participate in a site survey meeting to discuss:

1. Installation of new cabling based on Midland County infrastructure cabling specifications at no cost to Midland County or Midland County Sheriff's Office to support the provisions of the outlined services.
2. Installation of new wiring, conduit pathways, and network circuits at no costs to Midland County or Midland County Sheriff's Office to support the provisions of the outlined services.
 - Site surveys will be conducted as a group.
 - Vendors must supply their own equipment
 - Questions regarding the RFP will not be entertained.

Mandatory Site Survey will begin promptly at 10am Monday, May 18th, 2015 at:

**Midland County Detention Center
400 S. Main Bldg. B
Midland, TX 79701**

DOCUMENTATION SUBMISSION:

The respondent must submit all required documentation. Failure to provide requested information may result in rejection of the proposal. All proposals should be submitted using the following format:



PROPOSAL FORMAT:

Cover Letter

Company Affidavit (Attachment A)

General Requirements

System Section Responses

Pricing

- Proposed Initial Cost Including Initial Contract Term Duration
- Renewal Options/Extensions
- Price Breakdown

Vendor References (Attachment B)

QUESTIONS:

If further information is required, please contact the Midland County Purchasing Department. All requests for information must be submitted in writing. Responses to all questions received will be sent to each Contractor/Vendor known to have copies of the Request for Proposal. Requests for information may be faxed to 432-688-4914 or e-mailed to pur103@co.midland.tx.us. All questions should be submitted on or before **5:00PM on Wednesday, May 20, 2015**. Questions received after said date and time will not receive a response. Answers and clarifications which are considered to materially change the solicitation will be issued as written addenda to the original RFP and will be posted to the Midland County website at www.co.midland.tx.us. Solution providers are responsible for ensuring all answers to questions are reviewed prior to bid submittal and that all issued addenda are properly acknowledged with their submitted proposal response. Midland County will not be responsible for any verbal exchange between the proposer and an employee of Midland County.

ALTERATION OF PROPOSAL:

A proposal may be altered, modified or amended by a Vendor at any time, prior to the time and date set forth above as the submission deadline. Alterations, modifications or amendments to a proposal must be made in the offices of the Purchasing Department. Any interlineations, alteration or erasure made on a proposal before the submission deadline must be initialed by the signer of the proposal, guaranteeing authenticity. A proposal may not be altered, modified or amended after the submission deadline.

No revisions to this proposal request may be made unless in the form of an official addendum issued by Midland County. In the event that it becomes necessary to provide additional clarifying data or



information, or to revise any part of this RFP, an addendum will be posted to the website: www.co.midland.tx.us/departments/purchasing in the "Midland County Request for Proposal" section. Vendors must check the website for posted addenda; they are encouraged to check daily.

WITHDRAWAL:

A proposal may not be withdrawn or canceled by the respondent for a period of sixty (60) days following the date designated for the receipt of proposals, and respondent so agrees upon submittal of their proposal.

ADDITIONAL INFORMATION AND DEMONSTRATION, NEGOTIATIONS:

Midland County and Midland County Sheriff's Office reserve the total, unrestricted and unilateral right to accept or reject any or all proposals, to waive irregularities and technicalities, and/or to request resubmissions before award for the purpose of obtaining the best and final offer. There is no obligation on the part of Midland County to award the contract to the lowest bidder, or to any vendor.

Prior to award, selected Vendors may be asked to provide further information concerning their proposal, up to and including presentations/demonstrations.

Midland County reserves the right to award the contract to a responsible submitter providing a responsive proposal with a resulting agreement that is most advantageous and in the vest interests of Midland County and Midland County Sheriff's Office.

Midland County and the Midland County Sheriff's Office shall be the sole judge of the proposal and the resulting agreement that is in the best interest, and its decision shall be final. Midland County reserves the right to award one or more contracts as it deems necessary

This request for proposal (RFP) is part of a competitive procurement process which is designed to best serve the interests of the County in obtaining complicated commodities and/or services. It also provides interested Contractors with a fair opportunity for their goods and services to be considered. The RFP process is designed to be a competitive negotiation platform, where price is not required to be the sole determinative factor. Also, the County has the flexibility to negotiate with interested vendors (one at a time) to arrive at a mutually agreeable relationship. Negotiations will be arranged with vendors in a hierarchal order, starting with the vendor selected as the primary. If a contract cannot be negotiated, negotiations will move to the second vendor, and so forth until a contract is negotiated.

ORAL PRESENTATIONS:

Vendors may be required to participate in oral presentation to support and clarify their proposals. Oral presentations will be held at the Jail. Midland County assumes no liability for the cost of travel. Midland County will make every reasonable attempt to schedule each presentation at a time that is agreeable to



the vendor. Failure of a vendor to participate in oral presentation on the date scheduled may result in rejection of the vendor's proposal.

ORDINANCES AND PERMITS:

The Contractor/Vendor agrees, during the performance of the work, to comply with all applicable Federal, State, or local code and ordinances.

INVOICES:

Invoices are to be mailed to P.O. Box 421, Midland, Texas 79702 and should cite the applicable Purchase Order Number. Any and all notices or other communications required or permitted by any contract awarded as a result of this RFP shall be served on or given to Midland County, in writing, by personal delivery to the Purchasing Agent of Midland County, Texas, or by deposit with the United States Mail, postage prepaid, registered or certified mail, return receipt requested, addressed to the Midland County Purchasing Agent 500 N. Loraine Suite 1101 Midland, TX 79701, or at such other address as may have been specified by written notice to Vendor.

CONFLICT OF INTEREST:

No public official shall have interest in this contract, in accordance with Vernon's Texas Codes annotated Local Government Code Title 5, Subtitle C, Chapter 171. Proposer is required to sign affidavit form included in Proposal documents.

SILENCE OF SPECIFICATIONS:

The apparent silence of these specifications as to any detail of the apparent omission from it of a detailed description concerning any point, shall be regarded as meaning that only the best commercial practices are to prevail. All interpretations of these specifications shall be made on the basis of this statement.

CONFIDENTIALITY:

Contents of the proposals will remain confidential until the contract is awarded. At that time the contents will be made public; except for any portion of a proposal which has been clearly marked as a trade secret or proprietary data (the entire proposal may not be so marked).

BIDDER COMMUNICATION:

Bidders are prohibited from communication directly with any employee of the Midland County Sheriff's Office. No County employee or representative other than those individuals listed as County contacts listed in this RFP is authorized to provide any information or respond to any question or inquiry concerning this RFP.



Midland County Sheriff's Office or Midland County shall not be responsible for verbal information given by any employee or other person other than duly authorized by Midland County staff. The issuance of a written response to questions and/or a written summary of the pre-proposal conference, if applicable, are the only official methods whereby interpretation, clarification or additional information will be communicated and authorized.

ORAL COMMITMENT:

Proposers should clearly understand that any verbal representations made or assumed to be made during any discussions held between representatives of a proposer and any Midland County personnel or official are not binding on Midland County.

RIGHTS OF THE CONTRACTING AUTHORITY:

Midland County reserves the right to withdraw this RFP at any time and for any reason. Receipt of the proposal materials by Midland County or submission of a proposal to Midland County confers no rights upon the proposer nor obligates Midland County in any manner.

Vendor must agree to Midland County's Standard Terms and Conditions which are set forth in attached documentation.

All costs associated with the preparation or submittal of proposals shall be borne by the proposer, and no cost shall be sustained by Midland County.

INDEMNIFICATION:

The Vendor shall defend, indemnify and save whole and harmless the County and all its officers, agents and employees from and against any and all demands, claims, suits, or causes of action of any character, name, kind or description brought for, or on account of, arising out of or in connection with the Vendor's performance or non-performance of any obligation of Vendor or any negligent act, misconduct or omission of the Vendor in the performance of its contractual obligations. The Vendor shall defend, indemnify, save, and hold harmless the County and its officers, agents, representatives and employees from and against any and all demands, claims, suits, or causes of action of any character, name, kind or description brought for, on account of, arising out of or in connection with Vendor's product or service.

STATUS OF INDEPENDENT CONTRACTOR:

Vendor shall be considered an independent contractor, for all purposes. Vendor will not at any time, directly or indirectly, act as an agent, servant, representative or employee of the County. Vendor will not take any action which is intended to create any commitments, duties, liabilities or obligations on behalf of the County, without prior written consent of the County.

PARTIAL INVALIDITY:

In the event any one or more of the provisions contained in this RFP or any contract resulting therefore,



for any reason, be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provision of this RFP or any contract resulting therefore and this RFP or the contract resulting therefore shall be construed as if such invalid, illegal or unenforceable provision had never been contained herein.

REMEDIES:

The successful Proposer and Midland County agree that both parties have all rights, duties, and remedies available as stated in the Uniform Commercial Code.

CONTRACT TERMINATION:

Non-performance of the Vendor/Contractor in terms of specifications or noncompliance with terms of this contract shall be basis for termination of the contract by the County. Termination in whole or in part, by the County may be made at its option and without prejudice to any other remedy to which it may be entitled at law or in equity, or elsewhere under this contract, by giving (60) sixty days written notice to the Contractor/Vendor with the understanding that all work being performed under this contract shall cease upon the date specified in such notice. The County shall not pay for work, equipment, services or supplies which are unsatisfactory. Contractor/Vendor may be given reasonable opportunity prior to termination to correct any deficiency. This, however, shall in no way be construed as negating the basis for termination for non-performance. The right to terminate the notice thereof is controlled by these proposal specifications and is not subject to being altered by contract.

VENUE:

It is hereby agreed that the contract will be made in Midland, Midland County, Texas, and any dispute arising as a result of it shall be governed by the laws of the State of Texas for the purpose of any law suit, and the parties agree that such lawsuit shall be brought in Midland County, Texas.

LAW GOVERNING:

The parties under contract shall be subject to all Federal laws and regulations, and all rules and regulations of the State of Texas. The laws of the State of Texas shall govern the interpretation and application of the contract; regardless of where any disagreement over its terms should arise or any case of action arise.

FUNDING CONTINGENCY:

Any contract awarded pursuant to this RFP shall be contingent on sufficient funding and authority being made available in each fiscal period by the appropriate officials of Midland County. If sufficient funding or authority is not made available, the contract shall become null and void.



ASSIGNMENT:

The Contractor shall not sell, assign transfer or convey this contract in whole or in part, without the prior written consent of the County.

EVALUATION INFORMATION:

Midland County and Midland County Sheriff's Office will establish an Evaluation/Selection Committee to evaluate proposals. The Evaluation Committee will assign points, total the points, rank the proposals and select the finalist in accordance with the criteria noted in the RFP.

Midland County and Midland County Sheriff's Office reserves the right to require oral presentations and/or written questions/answers for further clarification of specific RFP responses.

Midland County will issue a Notice of Intent to Award. Non-finalist will be notified of their status by e-mail.

Note: If a Vendor's financial condition is determined to be questionable Midland County and Midland County Sheriff's Office reserves the right to disqualify the Vendor in question without further evaluation of the proposal.

EVALUATION CRITERIA AND FACTORS:

The award of the contract shall be made to the provider whose proposal is determined to be in the best interest of Midland County having, the best value for the County. The evaluation criteria will be grouped into percentage factors as follows:

- 45% - Product Functionality

Ability to meet technical specifications and to properly communicate qualifications and respond appropriately to the RFP requirements.

- 25% - Experience with Similar Systems

Years and level of experience providing integrated case management and government justice systems to other county governments and entities of similar size and needs.

- 20% - Price

Detailed costs with both direct and indirect costs. Long term costs and total cost of ownership will be considered.

- 10% - Financial Strength and Industry Qualifications
- Financial Strength and knowledge of integrated judicial software and government justice systems.



SECTION 2

GENERAL REQUIREMENTS

PROJECT PLAN:

Vendor will be required to prepare a detailed project plan and schedule to define work to be performed at each phase of the project with anticipated completion dates. Project development, implementation, and performance criteria will be managed and reviewed weekly with Sheriff's Office and other related county offices.

PROPOSED SOLUTION:

Proposal to include specification that clearly describes the solution including: equipment layouts, network diagram, structural system, and essential features.

Submitted proposal will become a part of the final contract, and will cover all expenses related to implementation of a solution that meets Midland County Sheriff's Office requirements.

Proposed Solution will include all labor, equipment, materials, and supervision to install, program, calibrate, adjust, document, and test the total system as required herein.

Proposed solution will include multiple interfaces. Vendors will assume any and all costs for interfaces.

MANDATORY VENDOR REQUIREMENTS:

These requirements are for submitting a proposal to the County. The County reserves the right to add terms and conditions to the Contract as necessary. This section contains Requirements that the successful Vendor(s) are required to provide or agree to at NO extra charge. Vendors who cannot, or will not, meet all of these requirements may be disqualified on the grounds of noncompliance.

VENDOR QUALIFICATIONS:

For any vendor to qualify to submit a proposal in response to this RFP, the company must be able to demonstrate that it has been in existence, in its current form and with the same name (if not, then provide acquisition information with details such as date, prior organization name, etc.), for a period of two consecutive years.

The vendor or manufacturing partner(s) must have quality systems and standards in place that meet the quality systems standards of ISO 9001:2000.

CORPORATE STABILITY AND FINANCIAL STRENGTH/DEPTH:

Midland County and Midland County Sheriff's Office will evaluate proposals on the basis of the vendor's financial stability and the vendor's capacity to undertake and sufficiently support the project.



Each proposal must include a copy of the most recent independent financial audit and accompanying financial statements of the vendor to establish sound financial condition and sufficient backing for depth of support to a contract of this size and complexity. If financial issues exist for the corporation, whether publicly traded or privately held, they must be clearly identified and a plan of corrective action submitted as well to demonstrate appropriate initiatives to address the financial concerns.

An unsatisfactory ranking with regard to financial issues may be grounds for Midland County Sheriff's Office and Midland County to reject the proposal and eliminate it from further consideration.

EXPERIENCE, CLIENT LIST AND REFERENCES:

- Geographic Scope:

The Vendor must identify the geographic scope of the firm, whether local, regional, national, or international. If the company is not local, it must identify the location of the closest office designated to provide project support, supervision, and oversight. Vendor must provide details regarding off-site resources dedicated to this contract and indicate percentage of time committed exclusively to this project.

- Client List:

Each responder must submit a detailed list of clients for the last five years. The client list must include both current and former contracts, the status of the contract (either current, active or expired) and include appropriate contact person names and title, agency (city, county, state, federal, etc.), type of facility, location with address and telephone number and e-mail address. Locations must be included where services were provided even if no executed agreement was ever reached.

- Experience:

Vendor must have at least two (2) years of experience in the industry, and have experience of at least three installations similar in size to the proposed solution.

- References:

Each submission must include a list of three (3) client references from jail or correctional facilities where the vendor provides visitation equipment/services, identified by the facility name, contact person name and title, agency (city, county, state, federal, etc.), type of facility, location with address and telephone number and e-mail address. Indicate the size of the facility in terms of number of beds, inmates, and average daily population. All references must have a current e-mail address. In addition, all references must be submitted using the provided form. See Attachment (B).

INSURANCE REQUIREMENTS:

The awarded Vendor will maintain such insurance as will protect the Vendor and the County from claims under the Workers' Compensation Acts, and any amendments thereof, and from any other claims for damages from personal injury, including death, which may arise from operations under this agreement, whether such operations be by themselves or by any sub-Contractor, or anyone directly or indirectly



employed by either of them. Current Certificate of such insurance shall be furnished to Midland County and shall show all applicable coverage(s).

Other insurance requirements are:

- General Liability with a \$1,000,000 per occurrence limit and \$2,000,000 general aggregate.
- Commercial Automobile Liability with a limit of no less than \$1,000,000. The coverage will also extend liability to hired and non-owned autos.
- Workers' Compensation with limit of \$1,000,000 for Employers Liability.
- We also require a minimum umbrella (or follow form excess policy covering over general liability, auto liability and workers compensation) of no less than \$2,000,000.

Midland County will require the selected Vendor to name Midland County as an additional for both the general liability and auto liability. A waiver of subrogation in favor of the County is required for the workers compensation. If the additional insured status or waiver of subrogation is not blanket, please send a copy of the actual endorsements prior to commencement of any work.

Midland County will require the selected Vendor to name Midland County as an additional named insured and provide a waiver of subrogation prior to making a contract.

- **Insurance Rating**
- **Certificate of Insurance Review**
- **Subcontractor Liability Coverage**

LITIGATION AND CLAIMS HISTORY AND EXPERIENCE:

Each company must submit a complete listing of all legal claims closed and pending relating to problems or disputes over the firm's performance on contracts or projects held during the last two (2) years, specifying the jurisdiction of the case, i.e. state tort, error and omissions, civil rights – individual versus class action, etc.

Cases should be separated by type of litigation, i.e. state tort malpractice, federal civil rights violation cases (identified as individual or class action), or related to contract terms, termination, breach or failure to perform. Firms must provide information on any legal settlements within this period as well with the dollar amount listed and terms of the agreement described. The same must be provided for all other firms included as subcontractors to the prime vendor.



EQUIPMENT:

All equipment must be certified and registered with FCC where applicable. All equipment must be hypoallergenic, water-proof shock proof and tamper resistant. Computer equipment, LCD screens, and cameras must be non-proprietary.

OWNERSHIP INFORMATION:

Midland County Sheriff's Office will retain ownership of all the data. The vendor shall provide a listing of all standard reports and a copy of those reports. All database tables or visiting information shall be accessible by Midland County and Midland County Sheriff's Office. All data shall be recorded with a historical transaction record and store/archived for retrieval/backup in a database when requested by Midland County Sheriff's Office. All historical data shall be centrally stored and accessible. This information must be available for reporting in a standard format using standard report writing tools.

VERIFICATION AND SYSTEM ACCEPTANCE PERIOD:

Midland County and Midland County Sheriff's Office requires a 180-calendar day verification and system acceptance period following installation. During this time the system shall operate in conformance with manufacturer's published specifications, and shall maintain physical performance characteristics applicable to system components.

180-calendar day verification and system acceptance period shall be reinstated should any of the following occur:

1. One major malfunction consisting of system shut down, partial or complete.
2. Failure of an attendant workstation.
3. Five (5) minor malfunctions not affecting service.

Should acceptable system effectiveness level not be achieved by the end of the 180-calendar day verification and system acceptance period, Midland County and Midland County Sheriff's Office has the option of imposing penalties, terminating the contract or reinstating the period.

Midland County Sheriff's Office may require replacement of the entire system or specific components at vendor's expense.

Midland County Sheriff's Office may reject the system by delivering written notice to vendor within (5) business days following the 180-calendar day verification and system acceptance period. The vendor shall be responsible for all expenses incurred.

Final acceptance of system shall occur following the 108-calendar day verification and system acceptance period. Midland County Sheriff's Office shall verify the system is 100% operational including:

1. All hardware components have power and are operating correctly.
2. All operating system software is operating correctly.
3. All applications and functions are executing correctly.



4. All systems users are able to access and execute all applications and functions for which they are authorized.

REQUIRED TRAINING:

Staff will be completely trained within thirty (30) days of system install completion. Vendor trainer(s) shall be present at the go-live and remain on-site to assist users for as long as Midland County Sheriff's Office deems necessary.

LICENSE/TITLE:

Vendor grants license to Midland County Sheriff's Office which authorizes Midland County Sheriff's Office:

- Use the licensed software on the machine(s) designated by the County for use of such licensed software and, in conjunction therewith, to store the licensed software in, transmit it through or display it on units of equipment associated with such designated machine(s).
- Utilize the licensed software in printed form in support of the use of the licensed software.

Licensed software provided by the Vendor in printed form may not be copied. License software must be issued under a site or enterprise license for use on any and all county utilized computer equipment.

VENDOR CONTACT – PROPOSAL AND CONTRACT:

Each company must designate one central contact person for the duration of the proposal process and term of the contract. It is expected that the central contact person will remain intact throughout the proposal and evaluation process including contract negotiation and then overlap with the contact identified for implementation and operation of the contract. Vendor shall appoint a project manager as a single point of contact from pre-installation through system acceptance. Project manager shall have vendor decision authority, under the terms and conditions of the Midland County Sheriff's Office contracts and be highly knowledgeable of the product (hardware, software, functionality, programming options, etc.).

Midland County Sheriff's Office must approve any substitution of the individual during the duration of this contract. The replacement must have credentials similar to the person s/he is replacing. The contact person identified by the company must be available via cellular phone during regular business hours with the exception of benefit time during which a designee will be named responsible. At the initiation of the contract, the contract person must be available around the clock by cell phone on an ongoing basis.

SAFETY REQUIREMENTS:



All materials, equipment, and supplies provided to the Midland County Sheriff's Office shall fully comply with all safety requirements as set forth by Midland County, State of Texas Administrative Code and all applicable OSHA Standards





SECTION 3

TERMS AND CONDITIONS

All applicable laws and regulations of the federal government, the State of Texas, and ordinances, codes and regulations of the Midland County Sheriff's Office, Texas, and any other lawful entity having proper jurisdiction, will apply to any resulting agreement and the work and services performed.

DRUG-FREE WORKPLACE:

The vendor must describe corporate policy regarding pre-employment drug testing and regarding maintaining a drug-free work environment. All vendor employees and independent vendors, as well as subcontractors, must participate in a pre-employment drug screening program provided by the Vendor. This drug screening must include the most common drugs of abuse. Positive results that are not sufficiently explained by legitimate prescription medications will result in the individual not being allowed within the facility.

INDEMNITY BY VENDOR:

To the fullest extent permitted by law, the successful respondent agrees to indemnify, defend and hold harmless Midland County and Midland County Sheriff's Office its agents, officers, and employees, from and against all loss or expense, including related costs and reasonable attorney's fees by reason of liability for damages including suits at law or in equity, caused by direct or indirect, wrongful, intentional, willful misconduct or negligent acts or omissions of the service provider or its agents, which may arise out of or are connected with the activities covered by this contract.

In accordance with applicable laws, the County shall be responsible for defending and paying judgments on behalf of its officers, employees and agents for any claims that may arise out of the County's negligence for acts, policies, or directives that affect the activities covered by this agreement.

RESTRICTION AGAINST NON-COMPETE PROVISIONS:

The Vendor may not, by utilization of non-compete agreements or any other methods whatsoever designed to prevent continued employment/service delivery at the sites for vendor staff and to prevent or restrict in any manner the ability of personnel to enter into any contractual or employment relationship with any person or organization, including Midland County or Midland County Sheriff's Office, which may provide services of the nature described in the contract to Midland County or Midland County Sheriff's Office at any time following the termination of the contract or any part thereof. This prohibition of non-compete agreements by the vendor is applicable as well to the on-site management team in its entirety.



HUMAN RESOURCE PROVISIONS:

Midland County and Midland County Sheriff's Office reserves the right to approve or reject, for any reason, any and all vendor or subcontractor or staff assigned to this contract. Additionally, Midland County and Midland County Sheriff's Office may deny access or admission to Midland County and Midland County Sheriff's Office facilities at any time for such staff. Such access will not reasonably be withheld. Midland County and Midland County Sheriff's Office will be responsible for the timely completion for all proposed vendor staff criminal background checks prior to any such staff's initiation of recurring on-site services.

The vendor agrees that is has adopted and will maintain and enforce a policy of non-discrimination based on race, color, religion, sex, age, national origin, or disability. The vendor agrees that on written request, it will permit access during normal business hours to its records of employment, employment advertisements, application forms, and other pertinent data and records by Midland County for the purposes of investigation to ascertain compliance with the nondiscrimination provision of this contract.

The vendor agrees that it will inform Midland County of any alleged violation(s) of employment practices which its employees working in conjunction with this contract file with the Equal Employment Opportunity Coordinator (EEOC), Labor Department or any other federal or state compliance agency; also the Vendor will inform Midland County of the disposition of such cases.

MEDIA RELAEASES AND CONTACT:

The vendor's staff, independent vendors and subcontractors shall be restricted from releasing any information about the contract or events occurring within Midland County or Midland County Sheriff's Office facility to a public forum or to the media without the authorization of Midland County or Midland County Sheriff's Office and coordinate through the parties' public information representatives.

TERMINATION BY VENDOR:

Then contract may be terminated by the vendor with ninety (90) days written notice, return receipt required, specifying the reason for termination.

TERMINATION BY COUNTY FOR VIOLATIONS BY VENDOR (FOR CAUSE):

If the vendor fails to fulfill its obligation under the contract resulting from this RFP, in a timely and proper manner, or violates any of its provisions, Midland County may thereupon have the right to terminate the agreement by giving ninety (90) days written notice of termination, return receipt required, specifying the alleged violations and effective date of termination.

The contract may not be terminated if, upon receipt of the notice, the vendor promptly cures the alleged violation prior to the end of the notice period. In the event of termination, Midland County will only be liable for services rendered and expenses incurred through the date of termination and nor for the uncompleted portion and for any materials and services purchased or paid for by the vendor for use in completing the contract.



Midland County may cancel this contract for breach, as determined by Midland County, which shall consider such items as, but may not be limited to: failure to provide satisfactory service as determined by Midland County or Midland County Sheriff's Office, failure to operate during agreed service hours, insufficient insurance coverage, and failure to enforce the quality of sanitation or any other contract Noncompliance. In the event that Midland County elects to cancel this contract for breach of contract, they must give the vendor a minimum of 90 days written notice, via certified mail.

UNRESTRICTED RIGHT OF TERMINATION BY COUNTY (WITHOUT CAUSE):

Midland County further reserves the right to terminate this contract at any time for any reason by giving vendor ninety (90) days written notice by return receipt mail of such termination. In the event of said termination, vendor shall not reduce its activities hereunder unless agreed in advance by Midland County. The vendor shall be paid according to the contract for services rendered through the date of termination.

ASSIGNMENT:

- Assignment by Subcontract – Assignment by any portion of the work by subcontract must have the prior written approval of Midland County.
- Limitation – The final executed contract shall be binding upon and inure to the benefit of the parties and their successors and assigns; provided, however, that neither party shall assign its obligations hereunder without the prior written consent of the other.
- Survivorship of Benefits – The contract will be binding upon and inure to the benefit of the respective parties and their executors, administrators, heirs, personal representatives, successors and assigns.

CODE OF ETHICS:

Vendor must attest that is familiar with Midland County Sheriff's Office Code of Ethics which states, in part, "An employee may not accept any gift or free service that might tend to influence his or her official actions or impair his or her independence or judgment in performance of duties for the county. Neither an officer nor an employee of Midland County will have financial interests in the profits of any contract, service, or other work performed for the county, nor derive personal profit directly or indirectly from any contract, purchase, sale, or service between the county and any person or company." To document that no conflict of interest exists between the vendor and any Midland County employee, agent, or representative or an immediate family member, the vendor must submit a Conflict of Interest Stipulation form with the proposal. This form attests to the fact that no such person is also an owner, corporate officer, employee, agent or representative of the company submitting the bid. If such a relationship exists in any form, the vendor must fully disclose the situation and explain the details.

VENDOR CONDUCT:

During the time that this RFP is in process, i.e. from the date issued from Midland County to the date a vendor is selected and a contract is executed, if applicable, no gratuities of any kind will be accepted by



Midland County staff from company employees, agents or representatives including meals, gifts or trips, except as provided for as reference site visitations and/or during oral presentations and finalist evaluations. Violations of these conditions will constitute immediate disqualification.

PERMITS, TAXES, LICENSES:

The vendor is responsible for all necessary permits, license, fees and taxes required to carry out the provisions of the RFP. The financial burden for such expenses rests entirely with the company providing the service under the contract.

NOTICES:

Notices of Midland County provide for in this RFP and eventual contract shall be sufficient if sent by certified or registered mail, postage prepaid, addressed to:

Kristy Engeldahl

Midland County Purchasing Agent

Midland County Courthouse

500 N Loraine St, Suite 1101

Midland, TX 79701

The reverse will also hold true regarding notice to the vendor as the parties may designate.

BINDING EFFECT:

This resulting agreement shall be interpreted and enforced under the laws and jurisdiction of the State of Texas. Midland County's RFP for Video Visitation Equipment and Services and the vendor's proposal in response to the Request for Proposal and any additional negotiated conditions reduced to writing will constitute the contract between the successful vendor and Midland County. This agreement then constitutes the entire understanding between the parties and is not subject to amendment unless agreed upon in writing by both parties hereto. By mutual agreement, the parties may, from time to time, promulgate scope of service document to define the scope of service for such areas including but not limited to special housing, and medical units. Such scope of service documents will be incorporated into the contract agreement. Vendor acknowledges and agrees that it will perform its obligations hereunder in compliance with all applicable state, local, and federal law, rules, regulations, and orders.

ESCROW OF SOFTWARE:

Vendor agrees to escrow the software's source code into an account held by a third party escrow agent to ensure maintenance of the software. The software source code shall be released to Midland County



in the event the licensor files for bankruptcy or otherwise fails to maintain and update the software as required in the software license agreement. This shall include all historic and current software releases and documentation for the duration of the ownership of the vendor-supplied product. Midland County must reserve unmitigated access to the source code for Department-only usage.

OWNERSHIP:

Midland County Sheriff owns and controls all data captured and recorded through the scope of this agreement.

RECORDS AND AUDITS:

The vendor shall allow Midland County and the Midland County Sheriff's Office, or any other party that Midland County may name, when and as they demand, to audit, examine and make copies of records in any form and format, meaning any medium on which written, drawn, printed, spoken, visual or electromagnetic information is recorded or preserved, regardless of physical form or characteristics, which has been created or is being kept by vendor, including not limited to, handwritten, typed or printed pages, maps, charts, photographs, films, recording, tapes (including computer tapes, computer files, computer printouts and optical disks, and excerpts or transcripts from any such records or other information directly relating to matters under this agreement, all at no cost to Midland County. Any subcontracting by the vendor in performing the duties described under the contract shall subject the subcontractor and/or associates to the same audit terms and conditions as the vendor. Vendor (or any subcontractor) shall maintain and make available to Midland County the aforementioned audit information for no less than five years after the conclusion of each contract term.



SECTION 4

SYSTEM SECTION SPECIFICATION

Functional Specifications

Functional Specifications Legend:

For the purpose of helping vendors understand the needs of the Midland County Sheriff’s Office, a priority has been assigned to each functional line item. The items marked “high” reflect areas of high importance or mandatory in nature. The following definitions have been provided by the Midland County Sheriff’s Office to assist vendors in their responses.

- Priority:**
- High – Mandatory, must have
 - Medium – Nice to have, but not essential
 - Low – Not important

Response codes: Advises County of your current ability to provide the desired application

Code	Definition
5 Existing	The requirement will be met by proposed existing software that is installed and operation at other sites and can be demonstrated to the Midland County Sheriff’s Office. A “5” response to any requirement signifies that the proposed system provides the actual capability to meet the requirement without extensive user intervention or development. Indirect or implied solutions to meet the requirement should not be coded “5”.
4 Under Development	Requirement will be met by software that is currently under development, in Beta test, or not yet released.
3 Minor Modification	Requirement will be met with minor modification to existing software or use of software tools, such as application report writer, query, etc. All work shall be performed by the vendor – any additional cost must be noted.
2 Additional Tool(s)	Requirement could be met by the use of proposed software or third party solution, such as a report writer, query language, or spreadsheet – any additional costs must be



	noted.
1 Major Customization	Requirement will be met by major modifications to existing software or by new custom software programming. All work shall be performed by the vendor, and any additional costs must be noted.
0 Not Available	Not Available Requirement cannot be provided.

Additional Instructions:

1. An omitted response will be scored as a “0” response.
2. Any deviation from the response codes will be interpreted at the discretion of Midland County.
3. Costs associated with 3, 2, or 1 responses should be clearly shown in the Response Code column.
4. All costs associated with 3, 2, or 1 responses must also be included in the Pricing Form.
5. Proposers are permitted to respond or add comments in the “Comments” field to clarify their offering, explain how their solution responds to the requirement, or offer an alternative perspective as to how this function may be met by the Proposer.

4.1 STSTEM OVERVIEW

TERMS AND TECHNICAL SPECIFICATIONS (REQUIRED)

System Description	Priority	Response Code	Response Code Cost	Comments
1. Is the Video Visitation System provided to Midland County and Midland County Sheriff’s Office facilities at various purchasing/leasing include: system installation, training,	high			



	operation and maintenance of the system and its components? And provided free of cost to the public at the Midland County Video Visitation Center?				
2.	Does the Video Visitation System provide and install tamper-resistant and durable units suitable for a correctional environment?	high			
3.	Does the Video Visitation System ensure the units do not include any removable parts?	high			
4.	Does the Video Visitation System consist of hardware and software designed to enable the Midland County Sheriff's Office to initiate, control, record, retrieve, and monitor video visitation sessions with the exception of attorney/privileged visits, consistent with Midland County Sheriff's Office policies?	high			
5.	Does the system provide a secure method for identifying an inmate's identity without using a card-swipe method?	high			
6.	Does the lobby Video Visitation System scheduling unit(s) allow for visitor's identification cards to be swiped to automatically populate the visitor's information section when scheduling visits?	high			
7.	Is the Video Visitation System capable of integrating with the Midland County Sheriff's Office Jail Management systems, and future Midland County Sheriff's Office and County systems, such as the Midland County Court System, and the Inmate Telephone System, and at no cost to the Midland County Sheriff's Office or Midland County? Bidder	high			



	shall provide detailed information on the specifications required to complete each interface. Interfacing shall include, but not limited to, use and communication of information such as inmate movements and scheduling conflicts. For example, a scheduling conflict arising from a court appearance would be communicated back to the visitor through an email or a voicemail notifying the visitor of the cancellation and the need to reschedule. Exhibit C				
8.	Does the Video Visitation System have the capability to retain 100 days of video visitation sessions and the ability to archive CD/DVD storage for one (1) year of recordings? A copy of the video back-up shall be kept off-site in a secure location. In the event that the recordings are evidence in any claim filed or any pending litigation, they shall be preserved until pending litigation is resolved.	high			
9.	Does the Video Visitation System provide mobile visiting units to support incapacitated inmates, inmates in violent cells and/or in medical housing with Wi-Fi capabilities or suitable alternative?	high			
10.	Are the products the most current and up-to-date quality and labor-saving versions available for the applications, unless otherwise specified by Midland County or the Midland County Sheriff's Office?	high			
11.	Is the Video Visitation System able to process the Midland				



	County Sheriff's Office Jail Management System keep separates and inmate restrictions?	high			
12.	Is the Video Visitation System capable of scheduling visits for a particular inmate, station, date, and time?	high			
13.	Is the Video Visitation System capable of scheduling seven days a week between the hours of 7:30 a.m. and 8:30 p.m., unless an alternative time is approved by the Midland County Sheriff's Office administrator?	high			
14.	Is the Video Visitation System capable of advanced scheduling for professional visitors?	high			
15.	Is the Video Visitation System capable of extending the visitation period based on the operational needs of the facility?	high			
16.	Is the Video Visitation System capable of scheduling over the phone, in person, from a kiosk, or over the internet?	high			
17.	Is the Video Visitation System capable of showing the user only the appointment (time slots) available based upon the facilities established policies, quotas, restrictions, time blocks, recording resources, and station availability? Only visitation appointments that can take place will be shown.	high			
18.	Is the Video Visitation System capable of sending the general public an email notification confirming the scheduled or canceled visit from a vendor-hosted email address?	high			
19.	Is the Video Visitation System capable of requiring the general	high			



	public to acknowledge and agree to terms and conditions associated with the Midland County Sheriff's Office visitation policies?					
20.	Does the Video Visitation System allow the general public to access the system through a web-based software application?	high				
21.	Does the Video Visitation System provide high-quality, stereo audio and broadcast-quality video while meeting the industry's quality standards?	high				
22.	Does the Video Visitation System, at a minimum, provide specific information for tracking inmate and visitor activities and patterns by, the following criteria:	high				
	Inmate ID number					Y/N
	Inmate name					Y/N
	Visitor name					Y/N
	Visitor relationship to inmate					Y/N
	Date and time to visit					Y/N
	Inmate video visitation station					Y/N
	Daily, weekly, and monthly visit statistics					Y/N
	Housing Unit location					Y/N
	Disciplinary violations preventing visits from occurring					Y/N
23.	Does the Video Visitation System, at a minimum, capture, store, and query information regarding the visitor/general public to include with the exception of attorney/privileged visits consistent with Midland County Sheriff's Office policies, the following criteria:	High				
	Identification number					Y/N



	First, middle, and last name	Y/N				
	Date of birth	Y/N				
	Social security number	Y/N				
	Gender	Y/N				
	Ethnicity	Y/N				
	Driver's License number	Y/N				
	State Issued ID number	Y/N				
	Prison Offender card	Y/N				
	Passport Number	Y/N				
	Inmate visited	Y/N				
	Relationship to inmate	Y/N				
	Date of last visit	Y/N				
	Home address (physical address)	Y/N				
	Email address	Y/N				
	Telephone number	Y/N				
24.	Does the Video Visitation System have the ability to shut down at several locations by select video visitation stations or by control points throughout the Midland County Detention and/or Remote Visitation Location(s)?	high				
25.	Does the Video Visitation System have the ability to take an individual video visitation station out of service without affecting other video visitation stations?	high				
26.	Does the Video Visitation System have the ability to limit the length of a visit, provide service at certain time of the day/ week/ month and allow a maximum number of visits, per inmate, per week or month? Inmates confined the Midland County Detention Center are currently allowed two (2), thirty (30) minute visits per week. The Midland County Sherriff's Office reserves the right to modify this	high				



	frequency at any time. On-site visitation stations shall be available for use outlined in the visitation schedule included in Exhibit A, excluding attorneys and professional visits.				
27.	Does the Video Visitation System have the ability to limit the inmate and visitor to a single session? The Video Visitation System shall always require the inmate and visitor to disconnect the session in progress before another session is initiated.	high			
28.	Does the Video Visitation System have hosting software and hardware solutions for commissary, court dates, inmate trust account balance, grievance filing, medical visits, emergency visits, law library research, inmate orientation information, court documentation, and sick call forms?	high			
29.	Does the Video Visitation System have hosting software for video arraignment, live monitoring inside the housing units, and sending and receiving inmate emails?	high			
30.	Does the Video Visitation System have a visual and sound warning message to inform the visitor that the visit will be ending in five (5) minutes?	high			
31.	Does the Video Visitation System have the ability to display scheduled visits to staff so they know where or when an inmate needs to be available for a pending visit?	high			
32.	Does the Video Visitation System include an alert system that will detect visits made by a particular	high			



	inmate or visitor?				
33.	Does the Video Visitation System have the ability to start all visits once the user has confirmed the visit and must not require any human involvement to connect or recommend video visitation stations?	high			
34.	Does the Video Visitation System have the ability to track all inmate location movements to validate scheduled visit integrity?	high			
35.	Does the Video Visitation System have the ability to automatically reschedule any and all visits associated with the inmate if the inmate has changed housing locations?	high			
36.	Does the Video Visitation System have the ability to automatically cancel all visits associated with an inmate if they have been released?	high			
37.	Does the Video Visitation System have the ability, for any visit that cannot take place; the system must notify the visitor automatically via email and/or voice dialer?	high			
38.	Does the Video Visitation System have the ability to provide an audit trail of all activity for a specific visit, modification, or cancellation?	high			
39.	Does the Video Visitation System have the ability to provide reports for correctional personnel of scheduled inmate visitation?	high			



4.2 PUBLIC AND PROFESSIONAL WEB REGISTRATION AND SCHEDULING APPLICATION

TERMS AND TECHNICAL SPECIFICATIONS (REQUIRED)

System Description		Priority	Response Code	Response Code Cost	Comments						
1.	The system must be a single web-based scheduling application allowing public and professional visitors to register and schedule visits using a standard internet browser and an internet connection.	high									
2.	Professional visitors will have the additional option of selecting station characteristics. Station characteristics include: <table border="1" data-bbox="151 1203 553 1409"> <tr> <td>Dual handset</td> <td>Y/N</td> </tr> <tr> <td>Digital signature pad</td> <td>Y/N</td> </tr> <tr> <td>Document sharing</td> <td>Y/N</td> </tr> </table>	Dual handset	Y/N	Digital signature pad	Y/N	Document sharing	Y/N	high			
Dual handset	Y/N										
Digital signature pad	Y/N										
Document sharing	Y/N										
3.	Professional visitors based upon their relationship to the inmate and their identification type will determine whether the visit is recorded.	high									
4.	The system must allow non-professional visitors to be able to view all information, register, and schedule visits in English and in Spanish.	high									



5.	Visitors must be able to register easily.	high													
6.	<p>The Midland County Detention Center can enable and require, at their choosing, the following information for visitor registration:</p> <table border="1" data-bbox="151 667 553 1398"> <tr><td>First name</td></tr> <tr><td>Middle name</td></tr> <tr><td>Last name</td></tr> <tr><td>Date of birth</td></tr> <tr><td>Address</td></tr> <tr><td>City, State, Zip, County</td></tr> <tr><td>Email Address</td></tr> <tr><td>Phone number</td></tr> <tr><td>Identification type and number</td></tr> <tr><td>Relationship</td></tr> </table>	First name	Middle name	Last name	Date of birth	Address	City, State, Zip, County	Email Address	Phone number	Identification type and number	Relationship	high			
First name															
Middle name															
Last name															
Date of birth															
Address															
City, State, Zip, County															
Email Address															
Phone number															
Identification type and number															
Relationship															
7.	Visitors must receive a verification email once they have registered their temporary password allowing them access to schedule a visit with an inmate.	high													
8.	Visitors must be able to login using their unique visitor and or their email address.	high													
9.	If no visitation times are available, an explanation will be	high													



	provided to the visitor and they will be able to adjust their selections.				
10.	Prior confirmation of the visitation appointment, the web scheduling application must provide the visitor with an acknowledgment that they agree to the terms and conditions of the facility's visitation policies.	high			

4.3 SYSTEM COMPONENTS

4.3a COMMISSARY SERVICES

	System Description	Priority	Response Code	Response Code Cost	Comments
1.	The Video Visitation system must have seamless integration with the Midland County Sheriff's Department Jail Management Software allowing the unit to operate as a commissary kiosk in the inmate housing unit. The inmate will have access to his/her account balance and order commissary products or services.	high			



4.3b LAW LIBRARY RESEARCH SERVICES

System Description	Priority	Response Code	Response Code Cost	Comments
1. The Video Visitation system must allow an inmate to access a digital law library database or integration with a law library service provider.	high			

4.3c GRIEVANCE FILING/DOCUMENT MANAGEMENT

System Description	Priority	Response Code	Response Code Cost	Comments
1. The Video Visitation system must allow inmates to file a grievance, request, or complaint with an administrator or officer designated to handle such filings.	high			
2. The Video Visitation system must allow inmates to file internal Midland County Detention documents with an administrator or officer designated to handle such filings.	high			



4.3d INMATE BROADCAST

System Description		Priority	Response Code	Response Code Cost	Comments
1.	The Video Visitation system must allow IP based communication from a digital encoder on the video network.	high			
2.	The Video Visitation system must allow daily broadcasts of inmate orientations, inmate rules, visitation rules, etc.	high			

4.3e VIDEO ARRAIGNMENT

System Description		Priority	Response Code	Response Code Cost	Comments
1.	The Video Visitation system must allow a real time, two way video connection between the courtroom and the video device in the inmate housing area.	high			

4.3f OPERATOR CONTROL STATION/RECEPTION

System Description		Priority	Response Code	Response Code Cost	Comments
1.	Operator Control Station to be a graphical user interface station which allow the operator to convene a video visitation between any inmate and public	high			



	visitor station.				
2.	Operator Control Station must have the ability to convene a video visitation conference between any inmate station and public visitor station without regard to physical location.	high			
3.	Operator Control Station must have the ability to terminate any or all video visitation conference at will.	high			
4.	Operator Control Station must have the ability to monitor any videoconference while in progress and communicate with either or both participants.	high			
5.	Operator Control Station must have the ability to provide a graphical and color representation for the different status of all video visitation stations.	high			
6.	Operator Control Station must have the ability to control remote connectivity.	high			
7.	Operator Control Station must have the ability to terminate all video visitation events simultaneously by system request.	high			
8.	Operator Control Station must have the ability to control volume for hard of hearing in the	high			



	public visitor stations.				
9.	Operator Control Station must have software scheduling with link to Midland County Sheriff's Office Jail Management Software.	high			
10.	Video stations shall be able to notify the participants that the sessions is ready to begin, by means of on-screen instructions. Only the Operator Control station shall make station-to-station connection.	high			
11.	Operator Control Station must have the ability to manually start any or all video visitation conference at will for broken terminals or other maintenance issues, or facility emergencies.	high			



SECTION 5

SYSTEM SECTION SPECIFICATIONS

System Electronics

ALL VISITATION SYSTEM ELECTRONICS, BOTH VISITOR AND INMATE WITH CORRESPONDING SWITCH CONTROLS, SHOULD BE INDUSTRY AVAILABLE EQUIPMENT. TO PROTECT THE LONG-TERM INVESTMENT OF THE SHERIFF, PROPRIETARY ELECTRONIC EQUIPMENT IS NOT ACCEPTABLE. FOR EACH ELECTRONIC COMPONENT CONTAINED IN THE VIDEO VISITATION SYSTEM, THERE MUST EXIST AN ALTERNATE MANUFACTURER THAT SUPPLIES CONFIGURATION SHOULD, AT MINIMUM, INCLUDE THE FOLLOWING EQUIPMENT.

5.1 VIDEO VISITATION UNIT HARDWARE (VVU)

	System Description	Priority	Response Code	Response Code Cost	Comments
1.	VVU hardware shall include shatterproof touch screen monitors with a minimum size of 17", and resolutions of 1440 x 900 resolution at 16:9.	high			
2.	VVU hardware shall include detention-grade integrated handsets with the option of additional handset provided or, where needed, with built-in hardware support. Handset cord length for inmates shall be no longer than 12"; handsets for the public shall be no longer than 18". Handsets should be armored cord with settle lanyard 1,000 lbs. psi pulling power. Inmate Video Visitation systems will have one handset and visitor Video Visitation Systems will have two handsets.	high			



3.	VVU hardware shall have external dimensions proportionate with the size of the installed monitor.	high			
4.	VVU hardware shall have high-definition cameras integrated into the video units and provide wireless remote control.	high			

5.2 SERVER HARDWARE

	System Description	Priority	Response Code	Response Code Cost	Comments
1.	Server Hardware shall have server/storage with dual NIC cards capable of supporting 10/100/1000 Mbps.	high			
2.	Server Hardware shall have server/storage hardware capable of being rack mounted.	high			
3.	Server Hardware shall have a hardware solution that supports the capability of an authorized user to listen to live sessions through web-based internet connections to any visiting session in progress with the exception of attorney/privileged visits.	high			
4.	Server Hardware shall have built-in LED lighting and sound that automatically activates during video visitation sessions and automatically ends when the video visitation session completes.	high			
5.	Server hardware shall have processor capabilities with a minimum of Quad Core CPU.	high			



6.	Server hardware shall have a drive configuration based on a RAID 5 array configuration with at least one hot spare and a redundant power supply.	high			
7.	Server hardware shall have disk drives with a minimum of 7200 RPM HDDs and 750 GB.	high			
8.	Server hardware shall be powered by 110 volt alternating current.	high			

5.3 HARDWARE TO SECURE THE EQUIPMENT

System Description		Priority	Response Code	Response Code Cost	Comments
1.	The equipment shall have enclosures that are detention-grade metal with the ability to access the camera and other equipment. They must be 16-gauge or thicker steel with no sharp corners. Doors and panels must be locked and secured. There must be no exposed cables or other hardware that can be used as weapon, such as exposed hinges.	high			
2.	The equipment shall have openings sealed with material for a secure unit. The materials shall be scratch-resistant Lexan or equivalent. The material shall be 1/8" thickness or greater and break resistant.	high			
3.	The equipment shall have access areas equipped with gaskets with closed-cell foam to prevent	high			



	liquid spills from entering the enclosures.				
4.	The equipment shall have a front face designed around the viewable area of the LCD monitor to eliminate the viewing of equipment contained in the enclosure.	high			
5.	The equipment shall be desk-mounted, wall-mounted, or mounted on a mobile cart with a minimum of four (4) lag bolt locations.	high			
6.	The equipment shall allow for replacement in the field without the need to remove the unit and return it to the manufacture/vendor for repair.	high			
7.	The equipment shall not have openings in the enclosure that would allow access to wiring and ventilation holes by an inmate or visitor.	high			
8.	The equipment shall have enclosures that fit a minimum 17" monitor visitation configuration.	high			
9.	The equipment shall have volume control.	high			
10.	The equipment shall have heat-syncs and heat-vents located in the back of the Video Visitation System in order to allow for proper cooling.	high			
11.	The equipment shall have a minimum two (2) internal magnetic levitation ventilation fans and internal tachometer output to monitor operations.	high			
12.	The equipment shall not have a physical on- and off-switch; instead the Video Visitation System must be powered by a magnet.	high			



5.4 AUDIO SOFTWARE FOR VIDEO VISITATION UNITS

	System Description	Priority	Response Code	Response Code Cost	Comments
1.	The software shall have echo cancellation.	high			
2.	The software shall have automatic noise reduction.	high			
3.	The software shall have automatic gain control and image enhancement.	high			

5.5 RECORDING SOFTWARE

	System Description	Priority	Response Code	Response Code Cost	Comments
1.	The recording software shall have the capability of automatically recording audio and video simultaneously. Recordings can be manually started after the visit has already begun with the exception of attorney/privileged visits.	high			
2.	The recording software shall have a recording system that is capable of concurrently recording the maximum number of video visitation sessions.	high			

5.6 SERVER SOFTWARE

	System Description	Priority	Response Code	Response Code Cost	Comments
1.	The server software shall allow authorized users to search for and select any specific visitation sessions which will be indexed	high			



	by inmate, visitor and time with the exception of attorney/privileged visits consistent with Midland County Sheriff's Office policies.				
2.	The server software shall allow authorized users to stream video visitation sessions of their choice to their desktop for viewing, burn a DVD, and/or create a standards-based .mp4 file of the recorded visitation session with the exception of attorney/privileged visits consistent with Midland County Sheriff's Office policies.	high			
3.	<p>The server software shall allow the authorized user to export the recorded visitation in .MP4 Standard media format in the following manner.</p> <ol style="list-style-type: none"> 1. With both video streams visible as one file and must include the recorded audio session(s) in sync with the video streams recorded. 2. Allow the user to select a specific video stream with the audio streams in sync. 3. Allow the user to have meta-data displayed on the recorded streams. (Example: Time, Date, Station ID, etc....., 4. Allow the user to print a report with captured registration data of visitor and inmate associated with the recorded session. 	high			
4.	The server software shall	high			



	<p>maintain an audit trail to track the identity of personnel that have viewed and/or burned/exported a copy of a visit. Audit trails shall minimally include a user ID, date/time stamp, video session ID, and booking number.</p> <p>Attorney/privileged visits consistent with Midland County Sheriff's Office policies are not to be recorded and thus not viewable or able to be copied.</p>				
5.	<p>The server software shall have a multi-lingual interface (English and Spanish at minimum); Midland County Sheriff's Office has the need for Burmese dialects.</p>	high			
6.	<p>The server software shall allow for the Video Visitation System visitor terminals to access the Video Visitation System via LAN or Broadband Internet connection, DSL cable, etc. using a computer or laptop that is web-camera and head-set enabled.</p>	high			
7.	<p>The server software shall provide the Video Visitation System with high-quality video using low bandwidth.</p>	high			
8.	<p>The server software shall provide the Video Visitation System with video transmission speeds of 64Kbps-2Mbps.</p>	high			
9.	<p>The server software shall provide the Video Visitation System with a wide range of independently selectable video resolutions ranging from 640 x 480 – 1920 x 1080. Vendor is required to present their systems resolution capabilities.</p>	high			



10.	The server software shall be designed to meet a range of video frame rate ranging from 25 - 60 frames per second. Vendor is required to present their systems video frame rate capabilities.	high			
11.	The server software shall provide the Video Visitation System with constant or variable video resolution and frame-rate.	high			
12.	The server software shall provide the Video Visitation System with hardware encryption for all visits.	high			
13.	The recording software shall allow an authorized user to be notified via email when a selected inmate has scheduled and/or completed a video visitation.	high			
14.	The recording software shall allow the authorized user to make notes upon review of a video visitation call.	high			

5.7 NETWORK SOFTWARE

	System Description	Priority	Response Code	Response Code Cost	Comments
1.	The network software shall support H.323 and SIP communication standards.	high			
2.	The network software shall support H.263 and H.264 communication standards as it relates to video.	high			



3.	The network software shall be PC-based and TCP/IP-based capable of interfacing with existing software that are based upon H.323 protocol.	high			
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5.8 MONITORING AND RECORDING REQUIREMENTS TECHNICAL SPECIFICATIONS (REQUIRED)

	System Description	Priority	Response Code	Response Code Cost	Comments
1.	The Video Visitation System shall permit full-monitoring and recording of all video visitation sessions from any video visitation station within the facility unless there are restrictions that prohibit the recording and monitoring of certain sessions such as attorney/privileged visits consistent with Midland County Sheriff's Office policies. The Video Visitation System shall have the capability to exclude those sessions.	high			
2.	The Video Visitation System shall allow for authorized personnel or staff to interrupt the video visitation and communicate directly with the inmate. The authorized personnel or staff's audio shall be displayed on the inmate and visitor monitors and shall be included in the recording of the video visitation visit.	high			
3.	The Video Visitation System shall comprehensively record all audio and video visitation session with the exception of	high			



	attorney/privileged visits consistent with Midland County Sheriff's Office policies. At a minimum, it shall have the capability to play back a recorded session.																
4.	The Video Visitation System shall include a file storage server to archive recorded sessions, network switching hardware, and multi-port IP addressable digital recording equipment to record and facilitate monitoring of all audio/video sessions.	high															
5.	The Video Visitation System shall show real-time activity on a control workstation. The software included on the control workstation shall perform the routing functions of the control data to the video visitation station in the inmate and general public areas.	high															
6.	<p>The control workstation shall have the capability to allow administrative functions in connection with the Video Visitation System including, but not limited to:</p> <table border="1"> <tr> <td>Set user ID</td> <td>Y/N</td> </tr> <tr> <td>Set password</td> <td>Y/N</td> </tr> <tr> <td>Set classification roles</td> <td>Y/N</td> </tr> <tr> <td>Capture user name</td> <td>Y/N</td> </tr> <tr> <td>Allow for remotely managing, adjusting, and diagnosing hardware settings and connections using audio, video, and secured LAN settings</td> <td>Y/N</td> </tr> <tr> <td>Allow for live monitoring of all visits simultaneously</td> <td>Y/N</td> </tr> </table>	Set user ID	Y/N	Set password	Y/N	Set classification roles	Y/N	Capture user name	Y/N	Allow for remotely managing, adjusting, and diagnosing hardware settings and connections using audio, video, and secured LAN settings	Y/N	Allow for live monitoring of all visits simultaneously	Y/N	high			
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	<table border="1"> <tr> <td>Manually terminate sessions</td> <td>Y/N</td> </tr> <tr> <td>Report status of all video visitation stations (whether idle or offline)</td> <td>Y/N</td> </tr> <tr> <td>Configure the type of video visitation station to which an inmate has access</td> <td>Y/N</td> </tr> <tr> <td>Allow border or title bar color codes to be set based on inmate criteria. For example child or adult sex offender, Protective order, Gang member</td> <td>Y/N</td> </tr> </table>	Manually terminate sessions	Y/N	Report status of all video visitation stations (whether idle or offline)	Y/N	Configure the type of video visitation station to which an inmate has access	Y/N	Allow border or title bar color codes to be set based on inmate criteria. For example child or adult sex offender, Protective order, Gang member	Y/N				
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Allow border or title bar color codes to be set based on inmate criteria. For example child or adult sex offender, Protective order, Gang member	Y/N												
7.	The Video Visitation System shall have the capability to copy the recorded sessions to a DVD or other storage media in .MP4 standard media format.	high											
8.	The Video Visitation System shall provide remote access by Midland County or the Midland County Sheriff's Office at no additional cost to Midland County or to the Midland County Sheriff's Office. The provision of remote access shall allow Midland County Sheriff's Office the same features and functionalities, permitted by the user's level of access, available on the control workstation.	high											
9.	The Video Visitation System shall provide integrated help functions for system orientation, administration, reporting, and management functions.	high											
10.	The Vendor shall define how many live simultaneous visitation sessions the control station can view at a single time.	high											



11.	The Vendor shall define the control stations software capability to display live simultaneous sessions across multiple display monitors.	high			
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SECTION 6

SYSTEM SECTION SPECIFICATION

Installation Requirements

- 1) THE VENDOR SHALL PROVIDE ALL LABOR, EQUIPMENT, SUPPLIES, AND MATERIALS NECESSARY FOR THE COMPLETION FOR THE INSTALLATION AT NO COST TO THE MIDLAND COUNTY SHERIFF’S OFFICE OR MIDLAND COUNTY.

- 2) THE VENDOR SHALL COMPLETE A FULL, SAFE, AND EFFECTIVE INSTALLATION OF THE VIDEO VISITATION SYSTEM UNITS AND SYSTEMS DESCRIBED HEREIN. THE OMISSION OF EXPRESS REFERENCE TO ANY PARTS NECESSARY FOR, OR REASONABLY INCIDENTAL TO, A COMPLETE INSTALLATION SHALL NOT BE CONSTRUED AS A RELEASE FROM FURNISHING SUCH PARTS. NO EXCLUSION FROM FURNISHING SUCH PARTS. NO EXCLUSION FROM, OR LIMITATIONS IN, THE LANGUAGE USED IN THE DRAWINGS OR SPECIFICATIONS SHALL BE INTERPRETED AS MEANING THAT THE ACCESSORIES NECESSARY TO COMPLETE ANY REQUIRED SYSTEM OR ITEM OF EQUIPMENT ARE TO BE OMITTED.

- 3) THE MIDLAND COUNTY SHERIFF’S OFFICE ENFORCES ALL FBI CJIS POLICIES AND PREA STANDARDS. ALL VENDOR TECHNICIANS, INSTALLERS, EMPLOYEES, ETC. WILL BE SUBJECT TO A BACKGROUND CHECK PRIOR TO ADMITTANCE TO ANY SECURED AREA OF THE MIDLAND COUNTY DETENTION FACILITIES.

6.1 INSTALLATION REQUIREMENTS

System Description		Priority	Response Code	Response Code Cost	Comments
1.	The Vendor shall submit all plans to the County’s Purchasing Agent for approval, prior to installation of the system.	high			
2.	The Vendor shall be responsible for all project management costs, including Midland County Purchasing Agent oversight associated with the installation	high			



	the Video Visitation System.				
3.	The Vendor shall install all new cable based on Midland County's Infrastructure Cabling Specifications as discussed during site visit.	high			
4.	The Vendor shall install all new wiring, cabling, conduit pathways, and network circuits at no costs to the Midland County Sheriff's Office or Midland County to support the provision of the outlined services as discussed during site visit.	high			
5.	The Vendor shall provide an industrial scan for all penetrations through walls and roofs. Vendor shall be responsible for damage caused by the penetration of the walls and roofs.	high			
6.	The Vendor shall indicate any environmental conditions required for the proposed Video Visitation System equipment.	high			
7.	The Vendor shall indicate the physical size and location of any and all equipment to be installed at the facilities.	high			
8.	The Vendor shall obtain all permits and inspections required by government authorities and agencies having jurisdiction over the area including but not limited to the City of Midland, at the Vendor's expense.	high			
9.	The Vendor shall perform all equipment and system adjustments, test, and measurements as necessary to ensure system functionality. Testing is the sole responsibility and cost of Vendor. Vendor shall be required to conduct all final	high			



	<p>tests demonstrations in the presence of the Midland County Sheriff's Office. Vendor is required to provide system testing which simulates normal operating conditions of the installed Video Visitation System to ensure proper performance after hardware and software configuration is complete. This simulation must include full traffic load representing high traffic situations for visitation traffic.</p>				
10.	<p>The Vendor shall logically and permanently mark all components of the system so they are easily identifiable by the Midland County Sheriff's Office and Midland County. Components may consist of, but not be limited to: switches, connectors, jacks, receptacles, outlets, cables, and cable terminations.</p>	high			
11.	<p>The Vendor shall install all equipment in the locations and at mounting heights as indicated by the Midland County Sheriff's Office and Midland County in a secured manner. Working with Midland County Sheriff's Office and Midland County to identify the number and location of ADA complainant stations.</p>	high			
12.	<p>The Vendor shall provide mounting bolts in all equipment fastening holes where equipment is installed in cabinets.</p>	high			
13.	<p>The Vendor shall provide an uninterrupted power supply source to ensure there is no loss of recorded sessions or real time</p>	high			



	data in the event of power failure.				
14.	The Vendor shall maintain all cable related to the Video Visitation System whether reused or newly installed.	high			
15.	The Vendor shall provide an on-site certified Factory Project Management representative that will be responsible for the coordination of the installation with designation Midland County and Midland County Sheriff's Office personnel; and shall oversee the installation/configuration of the visiting system until Midland County and the Midland County Sheriff's Office have determined the installation was successful. The Project Manager must be a full-time employee of the Vendor, and shall provide a telephone response within thirty (30) minutes and a physical response within one (1) hour to the facilities for the duration of the warranty period. The Project Manager shall maintain consistent supervision of the installation team and provide support during the entire installation.	high			
16.	The Vendor shall only install the Video Visitation System using personnel authorized and certified to do so by the manufacturer of the equipment being provided. Installers shall have a minimum of two (2) years' experience installing audio/visual systems and/or telecommunication systems. Vendor shall use local personnel	high			



	with the ability to provide a 30-minute telephone response and a one (1) hour physical response time to the facilities for installation and warranty service on the Video Visitation System.				
17.	Midland County requires this system be installed within six months of contract execution.	high			
18.	Midland County offers to the vendor the option to utilize existing LAN network infrastructure that is being utilized by the current video visitation vendor. Vendor must indicate the intent on utilizing the existing LAN Network and provide a scope which includes drawings, schematics and text documented description of requirements.	high			
19.	Midland County currently utilizes a fiber network between the Jail facility and the remote visitation facility. Midland County reserves the option and right to lease a portion of its fiber channel. The vendor must indicate the intent on utilizing the connectivity and how much bandwidth will be required.	high			

6.2 OPERATIONS AND MAINTENANCE INSTALLATION

	System Description	Priority	Response Code	Response Code Cost	Comments
1.	The Vendor shall submit all plans to the County's Purchasing Agent	high			



	for approval, prior to installation of the system.				
2.	The Vendor shall be responsible for all project management costs, including Midland County Purchasing Agent oversight associated with the installation the Video Visitation System.	high			
3.	The Vendor shall install all new cable based on Midland County's Infrastructure Cabling Specifications as discussed during site visit.	high			
4.	The Vendor shall install all new wiring, cabling, conduit pathways, and network circuits at no costs to the Midland County Sheriff's Office or Midland County to support the provision of the outlined services as discussed during site visit.	high			
5.	The Vendor shall provide an industrial scan for all penetrations through walls and roofs. Vendor shall be responsible for damage caused by the penetration of the walls and roofs.	high			
6.	The Vendor shall indicate any environmental conditions required for the proposed Video Visitation System equipment.	high			
7.	The Vendor shall indicate the physical size and location of any and all equipment to be installed at the facilities.	high			
8.	The Vendor shall obtain all permits and inspections required by government authorities and agencies having jurisdiction over the area including but not limited to the City of Midland, at the Vendor's expense.	high			
9.	The Vendor shall perform all	high			



	<p>equipment and system adjustments, test, and measurements as necessary to ensure system functionality. Testing is the sole responsibility and cost of Vendor. Vendor shall be required to conduct all final tests demonstrations in the presence of the Midland County Sheriff's Office. Vendor is required to provide system testing which simulates normal operating conditions of the installed Video Visitation System to ensure proper performance after hardware and software configuration is complete. This simulation must include full traffic load representing high traffic situations for visitation traffic.</p>				
10.	<p>The Vendor shall logically and permanently mark all components of the system so they are easily identifiable by the Midland County Sheriff's Office and Midland County. Components may consist of, but not be limited to: switches, connectors, jacks, receptacles, outlets, cables, and cable terminations.</p>	high			
11.	<p>The Vendor shall install all equipment in the locations and at mounting heights as indicated by the Midland County Sheriff's Office and Midland County in a secured manner. Working with Midland County Sheriff's Office and Midland County to identify the number and location of ADA complainant stations.</p>	high			
12.	<p>The Vendor shall provide mounting bolts in all equipment</p>	high			



	fastening holes where equipment is installed in cabinets.				
13.	The Vendor shall provide an uninterrupted power supply source to ensure there is no loss of recorded sessions or real time data in the event of power failure.	high			
14.	The Vendor shall maintain all cable related to the Video Visitation System whether reused or newly installed.	high			
15.	The Vendor shall provide an on-site certified Factory Project Management representative that will be responsible for the coordination of the installation with designation Midland County and Midland County Sheriff's Office personnel; and shall oversee the installation/configuration of the visiting system until Midland County and the Midland County Sheriff's Office have determined the installation was successful. The Project Manager must be a full-time employee of the Vendor, and shall provide a telephone response within thirty (30) minutes and a physical response within one (1) hour to the facilities for the duration of the warranty period. The Project Manager shall maintain consistent supervision of the installation team and provide support during the entire installation.	high			
16.	The Vendor shall only install the Video Visitation System using personnel authorized and certified to do so by the	high			



	<p>manufacturer of the equipment being provided. Installers shall have a minimum of two (2) years' experience installing audio/visual systems and/or telecommunication systems. Vendor shall use local personnel with the ability to provide a 30-minute telephone response and a one (1) hour physical response time to the facilities for installation and warranty service on the Video Visitation System.</p>				
17.	<p>Midland County requires this system be installed within six months of contract execution.</p>	high			
18.	<p>Midland County offers to the vendor the option to utilize existing LAN network infrastructure that is being utilized by the current video visitation vendor. Vendor must indicate the intent on utilizing the existing LAN Network and provide a scope which includes drawings, schematics and text documented description of requirements.</p>	high			
19.	<p>Midland County currently utilizes a fiber network between the Jail facility and the remote visitation facility. Midland County reserves the option and right to lease a portion of its fiber channel. The vendor must indicate the intent on utilizing the connectivity and how much bandwidth will be required.</p>	high			



SECTION 7

SYSTEM SECTION SPECIFICATION

Deliverables and Reporting

7.1 TECHNICAL REQUIREMENTS

System Description	Priority	Response Code	Response Code Cost	Comments				
1. The Vendor shall upon successful implementation, provide as-built drawings of the Video Visitation System in paper and in electronic format (CAD 2009, and presenting a systems' manual to Midland County).	high							
2. The Vendor shall provide, upon successful implementation, a summary of the current system's ability to be enhanced or expanded to implement future phases of the project as requested by Midland County.	high							
3. The Vendor shall provide a written notification to Midland County of announced discontinuation or upgrade replacements on any specified materials as soon as it is made known to the Contractor.	high							
4. The Vendor shall provide a written maintenance agreement that shall address: <table border="1" data-bbox="136 1724 545 1871"> <tr> <td>defective parts</td> </tr> <tr> <td>Software upgrade and patches</td> </tr> <tr> <td>Technical telephone support</td> </tr> <tr> <td>Location of Vendor's closest</td> </tr> </table>	defective parts	Software upgrade and patches	Technical telephone support	Location of Vendor's closest	high			
defective parts								
Software upgrade and patches								
Technical telephone support								
Location of Vendor's closest								



	service center(s) Name and contact information for Vendor's certified support personnel Source for hardware parts and approximate availability of ordered parts Any other support levels available to Midland County for the maintenance of the Video Visitation System				
5.	The Vendor shall provide monthly video visitation detail reports which shall include a detailed breakdown of the activity for all video visitation visits, including but not limited to; video visitation visits by station, total duration of video visitation visits by station, and total revenue and commission generated for video visitation visits by station. Reports should also include station downtime outlined by station.	high			
6.	The Vendor's Video Visitation System shall provide the capability to export the reports in a mutually agreed upon format agreed to by the Midland County Sheriff's Office and the Vendor. The reports shall be available to the Midland County Sheriff's Office from all control workstations and remote access computers depending on the user's access level.	high			
7.	At the commencement of the contract, the Vendor shall provide an audit report listing all machines in use including serial numbers.	high			



EXHIBIT ONE (1)

MIDLAND COUNTY DETENTION FACILITY

VISITATION PLAN

All inmates will be allowed a maximum of two visitors per visiting day by family members or other visitors. Inmates will have a maximum of thirty (30) minutes per visitor. A visitor may visit only once per visiting cycle. All inmates may have visitors during scheduled visiting times listed below:

A. Visiting Hours

1. Saturday: 1:00 p.m. to 9:00 p.m.
2. Sunday: 1:00 p.m. to 9:00 p.m.
3. Thursday: 1:00 p.m. to 9:00 p.m.
4. Tuesday: 1:00 p.m. to 9:00 p.m.

B. Sign up Hours

Due to various Inmate Services being conducted Visitors will be allowed to sign up for visitation during the following times:

1. Saturday: 1:00 p.m. to 4:30 p.m. and 5:30 p.m. to 8:15 p.m.
2. Sunday: 1:00 p.m. to 4:30 p.m. and 5:30 p.m. to 8:15 p.m.
3. Monday: 1:00 p.m. to 4:30 p.m. and 5:30 p.m. to 8:15 p.m.
4. Tuesday: 1:00 p.m. to 4:30 p.m. and 5:30 p.m. to 8:15 p.m.

C. Authorized Visitors

1. An inmate may receive visit from family including the inmate's children, friends, associates, or legal counsel.
2. Children (under 17 years of age) – Sons, daughters, stepsons and stepdaughters will be permitted to visit their parents during the first full visitation week of each month. The first full visitation week of the month is defined as the first Saturday through Tuesday of the same month. Only one child can visit at a time and must be accompanied at all times by their parent or guardian. This constitutes one of the two visits that the inmate can receive on that visitation day. The parent or guardian is responsible for the behavior and well-being of the child during the course of the visit and while in the detention facility. If the child becomes disruptive, unruly, out of control or wanders away from the parent or guardian during the course of the visit, the visitation shall be terminated. Continued disruption of this nature may



result in the child and/or guardian being denied further visitation. The parent or guardian of the child shall be required to sign a liability release form prior to the child's first visitation.

A. Visitation Rules

- 1.** No Purses, Backpacks, Cell Phones, or other items are allowed in the visitation area.
- 2.** Children will not be left unattended in the lobby or outside while adults visit.
- 3.** Visitors will be dressed in a proper manner. The shift supervisor will make the final determination if a visitor disputes an employee's decision.
- 4.** Visitors will conduct themselves in an orderly manner. Visitors will be denied visitation if They have been consuming alcoholic beverages or considered in an intoxicated state.
- 5.** Visitors using abusive language towards any staff member will be denied visitation.
- 6.** Time of visit may vary due to number of visitors. However, normal visitation will be thirty (30) minutes per visitor.
- 7.** No flashing, rude or obscene gestures are allowed.
- 8.** Visitors will provide proper identification. Burden of proof will be on the visitor.
- 9.** The Visitation System is recorded and may be monitored for Security purposes.
- 10.** Any violation of the rules will be grounds for permanent denial of visitation.
- 11.** Attorneys of record may visit inmates in private between 7:00 a.m. and 10:00 p.m., seven (7) days per week, except when the jail floor is closed for security reasons, feeding or during regular visitation. Attorneys will log in and out with each inmate they visit.
- 12.** Special visits or emergency visits may be approved for attorneys, ministers, family, etc., by the administration or the supervisor on duty.
- 13.** Contact visitation is prohibited.



EXHIBIT TWO (2)

CURRENT SOFTWARE APPLICATIONS – REQUIRED INTERFACE

MIDLAND COUNTY SHERIFF'S OFFICE JAIL MANAGEMENT SYSTEM – ARCHONIX

MIDLAND COUNTY SHERIFF'S OFFICE INMATE TELEPHONE SYSTEM – ICSOLUTIONS

MIDLAND COUNTY COURT SYSTEM UN-NAMED CASE MANAGEMENT SYSTEM – CONTRACT
UNAWARDED. CURRENTLY IN RFP PROCESS



ATTACHMENT A – COMPANY AFFIDAVIT

**REQUIRED FORM
COMPANY AFFIDAVIT**

The affiant, _____ states with respect to this submission to County:

I (we) hereby certify that if the contract is awarded to our firm that no member or members of the governing body, elected official or officials, employee or employees of said County, or any person representing or purporting to represent the County, or any family member including spouse, parents, or children of said group, has received or has been promised, directly or indirectly, any financial benefit, by way of fee, commission, finder's fee or any other financial benefit on account of the act of awarding and/or executing a contract.

I hereby certify that I have full authority to bind the company and that I have personally reviewed the information contained in the RFP and this submission, and all attachments and appendices, and do hereby attest to the accuracy of all information contained in this submission, including all attachments and exhibits.

I acknowledge that any misrepresentation will result in immediate disqualification from any consideration in the submission process.

I further recognize that County reserves the right to make its award for any reason considered advantageous to the County. The company selected may be without respect to price or other factors.

Signature _____ Date _____

Name _____ Phone _____

Title _____

Firm Name _____

Type of business organization (corporation, LLC, partnership, proprietorship)

Address _____

County, State, Zip _____

Notary Seal Below



ATTACHMENT B - VENDOR REFERENCES

List three current customers who can verify the quality of service your company provides.
THIS FORM MUST BE RETURNED WITH YOUR PROPOSAL.

REFERENCE ONE

Government/Company Name: _____

Address: _____

Contact Person and Title: _____

Phone: _____ Fax: _____

Email Address: _____

REFERENCE TWO

Government/Company Name: _____

Address: _____

Contact Person and Title: _____

Phone: _____ Fax: _____

Email Address: _____

REFERENCE THREE

Government/Company Name: _____

Address: _____

Contact Person and Title: _____

Phone: _____ Fax: _____

Email Address: _____