

**GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF BEHAVIORAL HEALTH
CONTRACTS AND PROCUREMENT SERVICES**

INVITATION FOR BID

RM-15-IFB-160-BY0-TYM – Security Cameras for Saint Elizabeths Hospital

The Government of the District of Columbia, Department of Behavioral Health (DBH) is seeking a qualified Contractor to provide security cameras for the St Elizabeths Hospital (SEH) which shall be used for the anticipated project now known as the SEH Video Management System and Migration and Expansion Project (the Project).

Opening Date:	Monday, August 24, 2015
Closing Date:	Monday, September 7, 2015 at 2:00 P.M. EST

To obtain a copy of this Invitation for Bid (IFB), please visit our website at www.dbh.dc.gov and under the “Opportunities” header, please select “Contract Opportunities”, from there select “Index of Procurement Listings”, or contact Tonya Mills, Contract Specialist, at (202) 671-3178 or by email at Tonya.Mills@dc.gov.

Any and all Amendments to this solicitation may be obtained from the above referenced DBH website.

Please return the completed Bid to Tonya Mills via hand delivery, or U.S Postal Service (Mail) at the address noted below.

Any and all questions pertaining to this solicitation must be submitted in writing no later than three (3) calendar days prior to the closing of this solicitation to:

**Samuel J. Feinberg, CPPO, CPPB
Director, Contracts and Procurement
Agency Chief Contracting Officer
Department of Behavioral Health
Contracts and Procurement Services
64 New York Avenue, NE Suite 200
Washington, DC 20002
Samuel.Feinberg@dc.gov**

**DISTRICT OF COLUMBIA, DEPARTMENT OF BEHAVIORAL HEALTH (DBH)
SOLICITATION, OFFER, AND AWARD
SECTION A**

1. ISSUED BY/ADDRESS OFFER TO: District of Columbia Department of Behavioral Health (DBH) Contracts and Procurement Services 64 New York Avenue, NE, 2nd Floor Washington, DC 20002	2. PAGE OF PAGES: 1 of 87
	3. CONTRACT NUMBER AND NAME: RM-15-IFB-160-BY0-TYM Security Cameras for Saint Elizabeths Hospital (SEH)
	4. SOLICITATION NUMBER: RM-15-IFB-160-BY0-TYM
	5. DATE ISSUED: August 24, 2015
	6. OPENING/CLOSING TIME: September 7, 2015, 2:00 pm (EST)
7. TYPE OF SOLICITATION: <input checked="" type="checkbox"/> SEALED BID/PROPOSAL <input type="checkbox"/> NEGOTIATION (SAS)	8. DISCOUNT FOR PROMPT PAYMENT:
NOTE: IN SEALED BID SOLICITATION "OFFER AND THE CONTRACTOR" MEANS "BID AND BIDDER"	

10. FOR INFORMATION CALL	NAME: Samuel J. Feinberg, CPPO, CPPB Director, Contracts and Procurement Agency Chief Contracting Officer	A. TELEPHONE NUMBER: (202) 671-3188	B. E.MAIL ADDRESS: Samuel.Feinberg@dc.gov
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OFFER (TO BE COMPLETED BY THE CONTRACTOR)

12. In compliance with the above, the undersigned agrees, if the offer is accepted within 90 calendar days (unless a different period is inserted by the Contractor) from the date for receipt of offers specified above, that with respect to all terms and conditions by the DBH under "AWARD" below, this offer and the provisions of the RFP/IFB shall constitute a Formal Contract. All offers are subject to the terms and conditions contained in the Solicitation.

13. ACKNOWLEDGEMENT OF AMENDMENTS (The Contractor acknowledge receipt of amendments to the REQUEST FOR QUOTATION for the Contractors and related documents numbered and dated):			AMENDMENT NO: DATE:	
14. NAME AND ADDRESS OF THE CONTRACTOR:			15. NAME AND TITLE OF PERSONAL AUTHORIZED TO SIGN OFFER: (Type or Print)	
14A. TELEPHONE NUMBER: AREA CODE: PHONE: EXT:			15A. SIGNATURE:	
			15B. OFFER DATE:	

AWARD (To be completed by the DBH)

16. ACCEPTED AS TO THE FOLLOWING ITEMS:	17. AWARD AMOUNT:	
18. NAME OF CONTRACTING OFFICER: (TYPE OR PRINT) Samuel J. Feinberg, CPPO, CPPB Director, Contracts and Procurement Agency Chief Contracting Officer	19. CONTRACTING OFFICER SIGNATURE:	20. AWARD DATE:

INVITATION FOR BIDS (IFB) FOR SUPPLIES AND SERVICES

SECTION B: CONTRACT TYPE, SUPPLIES OR SERVICES AND PRICE/COST

B.1 The Government of the District of Columbia, Department of Behavioral Health (DBH) is seeking a qualified Contractor to provide security cameras for the St Elizabeths Hospital (SEH) which shall be used for the an anticipated project now known as the SEH Video Management System and Migration and Expansion Project (the Project). See Section C.5.

B.2 The District intends to award a single contract resulting from this solicitation to the responsive and responsible bidder which offers the lowest-priced bid – conforming to the solicitation requirements – evaluated according to Section L.1.2. The District contemplates award of a firm fixed price contract. Accessories shall be priced as one lot, i.e., one set of all of the accessories for each Camera Type constitutes one (1) lot.

B.3.1 BASE PERIOD

CLIN	DESCRIPTION	QUANTITY	UNIT PRIC	EXTENDED PRICE
0001	<p><u>Camera Type A</u></p> <ol style="list-style-type: none"> 1. 20 Megapixel Day/Night H.264/MJPEG 180° Camera: Four 5 megapixel CMOS image sensors 2. 10240(H) x 1920(V) pixels across all four sensors or (4) x 2560(H) x 1920(V) pixel array per sensor. 3.5fps @ 10240x1920 3. 1/2.5” optical format 4. Dynamic range 70.1 dB, Maximum SNR 44.1 dB 5. 4 x 6.2mm MP Lens 6. Surface/hard-ceiling mount, Indoor/Outdoor, IP66, IK-10 7. Electrical: <ol style="list-style-type: none"> a. Camera 12VDC/24VAC/PoE b. Heater/Blower 12V to 20V DC or 24VAC (separate power required) 	<u>2</u>		

	<p>8. Programmability</p> <ul style="list-style-type: none"> a. Binned Mode b. Privacy mask c. +/- 5° Electrical Vertical Alignment to adjust sensor angle d. Auto Exposure (AE) and Gain Control (AGC) >120dB e. On-camera real-time motion detection with 1024 detection zones per sensor f. Programmable backlight compensation g. Auto multi-matrix white balance h. 50/60Hz selectable flicker control i. Electronic pan, tilt, zoom (PTZ) j. Electronic image flip - 180 degree rotation k. Resolution windowing down to 1x1 pixels for JPEG and 2x2 pixels for H.264 l. Programmable shutter speed to minimize motion blur m. MoonLight™ mode - extended exposure and proprietary noise cancellation n. Programmable resolution, brightness, saturation, gamma, sharpness, tint o. Picture-in-Picture: simultaneous delivery of full field of view and zoomed images p. Bandwidth & storage savings by running at 1/4 resolution <p>9. Regulatory Approvals / Listings</p> <ul style="list-style-type: none"> a. FCC, Class A b. CE and RoHS compliant c. UL Listed <p>As per Section C.5.2.2</p>			
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0001A	<p><u>Accessories</u></p> <ul style="list-style-type: none"> a. SV- CAP: Dome Cap with 1.5 NPT Male thread b. AV-WMJB: Wall Mount Bracket with Junction Box c. AV-PMJB: Pendant Mount Bracket with Junction Box d. AV-CRMA: Corner Mount Adapter (requires AV-WMJB) e. AV-PMA: Pole Mount Adapter (requires AV-WMJB) f. SV-FMA: Flush Mount Adapter g. SV-EBA: Electrical Box Adapter <p>As per Section C.2.2.10 *The District reserves the right to return any unused accessories.</p>	1		
0002	<p><u>Camera Type B</u></p> <ul style="list-style-type: none"> 1. 3 Megapixel Day/Night H.264/MJPEG Wide Dynamic Camera 2. 10240(H) x 1920(V) pixels across all four sensors or (4) x 2560(H) x 1920(V) pixel array per sensor. 3.5fps @ 10240x1920 3. 1/3.2" optical format 4. Dynamic range 100 dB 5. C/CS lens mount 6. Requires Outdoor Housing with Heater & Blower HSG2 7. Electrical: <ul style="list-style-type: none"> a. Camera PoE 802.3af, Class 3 or Auxiliary Power 12–48V DC, 24V AC b. Camera HSG2 Housing: PoE 802.3 af class 3 to support camera, two fans and heater, or Auxiliary Power: 12V DC 8. Programmability <ul style="list-style-type: none"> a. Privacy mask b. Flexible cropping c. Wide dynamic range switch control d. Low light noise filter control e. Bit Rate and Bandwidth Limitation Control 	1		

	<ul style="list-style-type: none"> f. Privacy mask g. Flexible cropping h. Wide dynamic range switch control i. Low light noise filter control j. Bit Rate and Bandwidth Limitation Control k. On-camera real-time motion detection with 1024 detection zones or 64 detection zones l. Auto backlight compensation m. Auto multi-matrix white balance n. 50/60Hz selectable flicker control o. Electronic pan, tilt, zoom (PTZ) p. Electronic image flip - 180 degree rotation q. Resolution windowing down to 1x1 pixels for JPEG and 2x2 pixels for H.264 r. Programmable shutter speeds to minimize motion blur s. MoonLight™ mode - extended exposure and proprietary noise cancellation t. Programmable resolution, brightness, saturation, gamma, sharpness, tint u. Picture-in-Picture: simultaneous delivery of full field of view and zoomed images v. Bandwidth & storage savings by running at 1/4 resolution <p>9. Regulatory Approvals / Listings</p> <ul style="list-style-type: none"> a. Class B FCC, Part 15; EN55022 Class B, EN55024, EN61000-3-2 and EN61000-3-3, EN60950-1, RoHS, REACH, CE Mark and UL Listed <p>10. Industry Standard</p> <ul style="list-style-type: none"> a. PSIA and ONVIF compliance <p>As per Section C.5.2.3</p>			
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0002A	<p><u>Accessories</u></p> <ol style="list-style-type: none"> HSG2: IP67 Outdoor Camera Housing (Required) HSG2-WMT: Housing Wall Mount (Required) AV-CRMA: Corner Mount Adapter AV-PMA: Pole Mount Adapter AV-JBA: Junction Box <p>Per Section C.5.2.3.11 *The District reserves the right to return any unused accessories.</p>	1		
0003	<p><u>Camera Type C</u></p> <ol style="list-style-type: none"> 20 Megapixel Day/Night H.264/MJPEG Omni Directional Camera: Four 5 megapixel CMOS image sensors The camera shall have three configurations: AV20175DN-28 (4x 2.8mm M12 lenses), AV20175DN-08 (4x 8.0mm M12 lenses), AV20175DN-NL (no lenses, ordered separately). Lens options shall include the following IR corrected, F1.6, M12 lenses : 2.8mm, 4.0mm, 6.0mm, 8.0mm, 12.0mm, 16.0mm. The camera shall utilize four high sensitivity 5-Megapixel CMOS sensors with 1/2.5" optical format, progressive scan and Active Pixel Count: 2560(H) x 1920(V) pixel array The camera shall integrate four 2.8mm M20 megapixel IR corrected lenses, 1/2.5", F1.6, Horizontal Field of View of 114°. (AV20175DN-28) The camera shall integrate four 8.0mm M20 megapixel IR corrected lenses, 1/2.5", F1.6, Horizontal Field of View of 43°. (AV20175DN-08) The camera shall have die-cast aluminum chassis with IK-10 vandal resistant dome. Entire enclosure to be rated minimum IP66 for water and dust protection. The camera shall have four individually adjustable 2-axis camera gimbals with 360° pan and 90° tilt for easy and accurate positioning. 	48		

	<p>9. Electrical:</p> <p>a. Camera 12VDC/24VAC/PoE</p> <p>10. Programmability</p> <p>a. Binned Mode</p> <p>b. Privacy mask</p> <p>c. +/- 5° Electrical Vertical Alignment to adjust sensor angle</p> <p>d. Auto Exposure (AE) and Gain Control (AGC) >120dB</p> <p>e. On-camera real-time motion detection with 1024 detection zones per sensor</p> <p>f. Programmable backlight compensation</p> <p>g. Auto multi-matrix white balance</p> <p>h. 50/60Hz selectable flicker control</p> <p>i. Electronic pan, tilt, zoom (PTZ)</p> <p>j. Electronic image flip - 180 degree rotation</p> <p>k. Resolution windowing down to 1x1 pixels for JPEG and 2x2 pixels for H.264</p> <p>l. Programmable shutter speed to minimize motion blur</p> <p>m. MoonLight™ mode - extended exposure and proprietary noise cancellation</p> <p>n. Programmable resolution, brightness, saturation, gamma, sharpness, tint</p> <p>o. Picture-in-Picture: simultaneous delivery of full field of view and zoomed images</p> <p>p. Bandwidth & storage savings by running at 1/4 resolution</p> <p>11. Regulatory Approvals / Listings</p> <p>a. FCC, Class A</p> <p>b. CE and RoHS compliant</p> <p>c. UL Listed</p>			
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0003A	<p><u>Accessories</u></p> <ol style="list-style-type: none"> SO- CAP: Dome Cap with 1.5 NPT Male thread AV-WMJB: Wall Mount Bracket with Junction Box AV-PMJB: Pendant Mount Bracket with Junction Box AV-CRMA: Corner Mount Adapter (requires AV-WMJB) AV-PMA: Pole Mount Adapter (requires AV-WMJB) SV-EBA: Electrical Box Adapter AV-JBA: Junction Box <p>Per Section C.5.2.4.12</p> <p>*The District reserves the right to return any unused accessories.</p>	48		
0004	<p><u>Camera Type D</u></p> <ol style="list-style-type: none"> 3 Megapixel CMOS sensor with 1/3.2" optical format, 2.2um x 2.2um pixel size, progressive scan and Active Pixel Count: 2048(H) x 1536(V) pixel array. Integrated 3-9mm, Φ14mm Mount, megapixel IR corrected vari-focal lens with F1.2 P-Iris lens and horizontal field of view of 90°-32°. (PMIR) Integrated 8-22mm, Φ14mm Mount, megapixel IR corrected vari-focal lens with F1.6 P-Iris lens and horizontal field of view of 32°-12°. (PMTIR) The camera shall have a 3-axis easily adjustable bracket with 360° pan 90° tilt and 180° rotation. The camera shall have vandal resistant aluminum cylindrical (Bullet-style) enclosure with IP66 weatherproofing standard. The camera's power source shall be Power over Ethernet (PoE) complying with the IEEE 802.3af standard to support IR illuminator, blower and camera. The camera shall have an auxiliary power input, AC24V and DC12-48V, to support IR illuminator, blower and camera. 	2		

	<ol style="list-style-type: none"> 8. The camera shall be utilized for indoor and outdoor applications. 9. The camera shall have SDHC card slot for onboard storage up to 32GB, class 10 and UHS-1. (-S models). 10. Imaging 11. The camera shall have dual standard compression support with simultaneous streaming of both H.264 and MJPEG formats. 12. The camera shall feature automatic exposure, automatic multi-matrix white balance, shutter speed control to minimize motion blur, programmable resolution, brightness, saturation, gamma, sharpness and tint. 13. The camera's shutter speed shall be 1ms - 500ms. 14. The camera shall feature selectable 50/60 Hz flicker control, windowing, simultaneous delivery of full-field view and zoomed images at video frame rate, instantaneous electronic zoom, pan and tilt, and electronic image rotation by 180 degrees 15. The camera shall have CorridorView™ with 90°, 180° and 270° image rotation options (-S models) 16. The camera shall have multi-streaming support of up to 8 non-identical concurrent streams (different frame rate, bit rate, resolution, quality, and compression format). 17. The camera shall have wide dynamic range up to 100dB and a maximum SNR of 49dB 18. The camera shall have privacy masking, the ability to select multiple regions of an arbitrary shape to block the video. 19. The camera shall have Real Time Streaming Protocol (RTSP) support allowing for compatibility with media players such as Apple QuickTime, VLC Player and others. 			
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	<p>20. The camera shall have extended motion detection grid, a higher granularity grid of 1024 distinct motion detection zones. User can select between 64 zone based motion detection and extended motion detection to provide backward compatibility with the existing Video Management System (VMS) integration.</p> <p>21. The camera shall feature streaming of the full field of view (FOV) and simultaneous multiple regions of interest (ROI) for forensic zooming.</p> <p>22. The camera shall provide 21 levels of compression quality for optimal viewing and archiving.</p> <p>23. The cameras H.264 implementation shall maintain full real time video frame rates.</p> <p>24. The camera shall output at a maximum resolution of 2048(H) x 1536(V) pixels at a maximum frame rate of 21 frames per second (FPS).</p> <p>25. It shall be possible to program the camera to output a variety of lower resolution images, i.e. 1920(H) x 1080(V) pixels at 30 FPS.</p> <p>26. It shall be possible to program the camera at binning mode to improve low light performance and output a variety of lower resolution image, i.e. 1024(H) x 768(V) pixels at 21 FPS, or 960(H) x 540(V) pixels at 31 FPS.</p> <p style="padding-left: 40px;">a. The camera shall provide flexible cropping (Resolution windowing down to 1x1 pixels for JPEG and 2x2 pixels for H.264)</p> <p>27. The camera shall be able to save bandwidth & storage by running at 1/4 full resolution</p>			
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	<p>28. The camera shall be able to have below scaled resolutions: 720p, XVGA, DVGA (16:9), DVGA (3:2), SVGA, D1 (PAL), 4CIF (NTSC), VGA, 2CIF (PAL), HVGA (4:3), 2CIF (NTSC), HVGA (8:3), HVGA (3:2), HVGA (16:9), CIF (PAL), CIF (NTSC), QVGA (SIF), QCIF (PAL), QCIF (NTSC) and SQCIF. (-S models)</p> <p>29. The camera shall have an Auto Exposure (AE), Gain Control (AGC), Bit Rate and Bandwidth Limit Control</p> <p>30. The camera shall feature MoonLight™ mode - extended exposure and noise cancellation</p> <p>31. The camera shall be able to support Picture-in-Picture: simultaneous delivery of full field of view and zoomed images.</p> <p>Per Section C.5.25</p>			
0004A	<p><u>Accessories</u></p> <p>a. AV-CRMA: Corner Mount Adapter (requires AV-WMJB)</p> <p>b. AV-PMA: Pole Mount Adapter (requires AV-WMJB)</p> <p>c. SV-EBA: Electrical Box Adapter</p> <p>Per Section C.5.2.5.33</p> <p>*The District reserves the right to return any unused accessories.</p>	<u>2</u>		

0005	<p><u>Camera Type E</u></p> <ol style="list-style-type: none"> 1. The camera shall utilize a high sensitivity 10 megapixel CMOS sensor with 1/2.3" optical format, 1.67um x 1.67um pixel size, progressive scan and Active Pixel Count: 3648(H) x 2752(V) pixel array. 2. mount, megapixel IR corrected vari-focal lens with 1/2.3" optical format, F1.5 and horizontal field of view of 78.8°-37°. (PMIR) 3. The camera shall have and integrated 12-22mm, Φ14mm mount, megapixel IR corrected vari-focal lens with 1/2.3" optical format, F2.2 and horizontal field of view of 30°-17°. (PMTIR) 4. The camera shall have a 3-axis easily adjustable bracket with 360° pan 90° tilt and 180° rotation for easy and accurate positioning. 5. The camera shall have vandal resistant aluminum cylindrical (Bullet-style) enclosure with IP66 weatherproofing standard. 6. The camera's power source shall be Power over Ethernet (PoE) complying with the IEEE 802.3af standard to support IR illuminator, blower and camera. 7. The camera shall have an auxiliary power input, AC24V and DC12-48V, to support IR illuminator, blower and camera. 8. The camera shall be utilized for indoor and outdoor applications. 9. The camera shall have SDHC card slot for onboard storage up to 32GB, class 10 and UHS-1. (-S models). 10. Imaging <ol style="list-style-type: none"> a. The camera shall have dual standard compression support with simultaneous streaming of both 	<p style="text-align: center;"><u>1</u></p>		
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	<ul style="list-style-type: none"> b. H.264 and MJPEG formats. c. The camera shall feature automatic exposure, automatic multi-matrix white balance, shutter speed control to minimize motion blur, programmable resolution, brightness, saturation, gamma, sharpness and tint. d. The camera's shutter speed shall be 1ms - 500ms. e. The camera shall feature selectable 50/60 Hz flicker control, windowing, simultaneous delivery of full-field view and zoomed images at video frame rate, instantaneous electronic zoom, pan and tilt, and electronic image rotation by 180 degrees f. The camera shall have SDHC card slot for onboard storage up to 32GB, class 10 and UHS-1. (-S models). g. The camera shall have multi-streaming support of up to 8 non-identical concurrent streams (different frame rate, bit rate, resolution, quality, and compression format). h. The camera shall have dynamic range up to 57.2dB and a maximum SNR of 40dB. h. QuickTime, VLC Player and others i. The camera shall have extended motion detection grid, a higher granularity grid of 1024 distinct motion detection zones. User can select between 64 zone based motion detection and extended motion detection to provide backward compatibility with the existing Video Management System (VMS) integration. 			
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	<ul style="list-style-type: none"> j. The camera shall feature streaming of the full field of view (FOV) and simultaneous multiple regions of interest (ROI) for forensic zooming k. The camera shall provide 21 levels of compression quality for optimal viewing and archiving. l. The cameras H.264 implementation shall maintain full real time video frame rates. m. The camera shall output at a maximum resolution of 3648 (H) x 2752 (V) pixels up to 7fps and 1920 (H) x 1080 (V) pixels at a maximum frame rate of 29fps. n. It shall be possible to program the camera to output a variety of lower resolution images, i.e. 2592 (H) x 1944 (V) pixels at 12fps, or 2048 (H) x 1536 (V) pixels at 18fps. o. It shall be possible to program the camera at binning mode to improve low light performance and output a variety of lower resolution image, i.e. 1920 (H) x 1080 (V) pixels at 29fps, or 1824 (H) x 1376 (V) pixels at 26fps. p. The camera shall provide flexible cropping (Resolution windowing down to 1x1 pixels for JPEG and 2x2 pixels for H.264) q. The camera shall be able to save bandwidth & storage by running at 1/4 full resolution r. The camera shall be able to have below scaled resolutions: 720p, XVGA, DVGA (16:9), DVGA (3:2), SVGA, D1 (PAL), 4CIF (NTSC), VGA, 2CIF (PAL), HVGA (4:3), 2CIF (NTSC), HVGA (8:3), HVGA (3:2), HVGA (16:9), CIF (PAL), CIF (NTSC), QVGA (SIF), QCIF (PAL), QCIF (NTSC) and SQCIF. (-S models) 			
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	<ul style="list-style-type: none"> s. The camera shall have an Auto Exposure (AE), Gain Control (AGC), Bit Rate and Bandwidth Limit Control t. The camera shall feature MoonLight™ mode - extended exposure and noise cancellation The camera shall be able to support Picture-in-Picture: simultaneous delivery of full field of view and zoomed images <p>11. Video</p> <ul style="list-style-type: none"> a. Video frame rate (up to): <ul style="list-style-type: none"> i. 7fps (3648 x 2752) ii. 12fps (2592 x 1944) iii. 18fps (2048 x 1536) iv. 25fps (1920 x 1080) v. 37fps (1280 x 1024) b. Video frame rate in binned mode (up to): <ul style="list-style-type: none"> i. 29fps (1920 x 1080) ii. 26fps (1824 x 1376) iii. 43fps (1296 x 972) iv. 54fps (1024 x 768) <p>12. Scaled Resolution:</p> <p>See Section C.5.2.6.12</p> <p>13. Protocols</p> <ul style="list-style-type: none"> a. The camera shall have Real Time Streaming Protocol (RTSP) support allowing for compatibility with media players such as Apple QuickTime, VLC Player and others. b. The camera shall support both unicast and multicast communication protocol. c. The camera shall support RTSP, RTP over TCP, RTP over UDP (Unicast/Multicast), HTTP1.0, HTTP1.1, TFTP d. 100 Base-T Ethernet Network Interface Multi-streaming: 8 non-identical streams 			
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	<p>14. Electrical</p> <ul style="list-style-type: none"> a. General purpose opto-coupled input and output b. Power over Ethernet (PoE): PoE 802.3af c. Auxiliary Power 12-48V DC, 24VAC d. Power consumption: PoE – Class 0: AV10225PMIR: 11.8 Watts max (Auxiliary DC power) e. AV10225PMTIR: 11.3 Watts max (Auxiliary DC power) f. AV10225PMIR-S: 12.4 Watts max (Auxiliary DC power) g. AV10225PMTIR-S: 11.3 Watts max (Auxiliary DC power) <p>15. IR Illuminator</p> <ul style="list-style-type: none"> a. 48 pcs 850nm LEDs / 30 meter IR distance (max) / 50° IR angle (PMIR Model) b. 4 pcs 850nm LEDs / 60 meter IR distance (max) / 33° IR angle (PMTIR Model) <p>Per Section C.5.2.6</p>			
0005A	<p><u>Accessories</u></p> <ul style="list-style-type: none"> a. AV-CRMA: Corner Mount Adapter (requires AV-WMJB) b. AV-PMA: Pole Mount Adapter (requires AV-WMJB) c. SV-EBA: Electrical Box Adapter <p>Per Section C.5.2.6.16</p> <p>*The District reserves the right to return any unused accessories.</p>	<u>1</u>		
0006	<p>Extended Warranty for All Cameras and Accessories</p> <p>See Section C.1.2</p>	<u>1</u>		
TOTAL PRICE				

To calculate Extended Price multiply Quantity by Unit Price. To calculate Total Price add up Extended Prices of all camera (001-005) and accessories (001A-005A) CLINs. Prices for CLIN 0006 must be provided. However, this price shall not be included in the evaluation conducted according to Section L.1.2.

B.3.2 TOTAL PRICE

TOTAL PRICE	
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- B.3.3** In the event funding is not obtained to provide for the quantity and variety of cameras detailed above, the District shall proceed with a modified Section BCLIN structure/quantity that revises the total number of new IP cameras that shall be provided.
- B.4** A bidder responding to this solicitation must submit with its bid, a notarized statement detailing any subcontracting plan required by law. Bids responding to this solicitation shall be deemed nonresponsive and shall be rejected if the bidder fails to submit a subcontracting plan that is required by law, for the Base Period. For contracts in excess of \$250,000, at least 35% of the dollar volume of the contract shall be subcontracted in accordance with section H.3.

SECTION C: SPECIFICATIONS/WORK STATEMENT

C.1 SCOPE:

These Specifications/Work Statement outline and summarize the camera requirements for the upcoming SEH Video Management System and Migration and Expansion Project. The requirements of the Contract are stated in Section C.5.

C.1.1 The Contractor shall provide DBH cameras at the quantities and specific types as listed in Section B -- or a DBH approved equal as set forth in Section L.

C.1.2 The Contractor shall provide at CLIN 006 the price for a two-year parts and labor warranty on the cameras and accessories listed in Section B. Such warranty shall commence after the expiration of the manufacturer's warranty. The District may or may not elect to purchase this warranty.

C.1.3 The Contractor shall also provide the accessories listed with each camera CLIN.

C.1.4 The Contractor shall also provide all manufacturers' documentation related to the cameras and accessories listed in Section B.

C.1.5 The Contractor shall deliver the items in Section B **to the District on or before September 29, 2015 and the District shall acknowledge receipt on or before September 30, 2015.**

C.2 APPLICABLE DOCUMENTS

C.2.1 See Section J for list of applicable documents.

C.3 DEFINITIONS

C.3.1 The following terms when used in this IFB have the following meanings:

- a. **ACCEPTANCE** - written acknowledgment by the District in the manner provided in this Contract that the cameras provided conform to applicable contract specifications, quality and quantity requirements.
- b. **COTR** – Contracting Officer's Technical Representative – the person appointed to monitor contract delivery and performance.
- c. **COTS** - Commercial-Off-The-Shelf material
- d. **DBH** – the Department of Behavioral Health
- e. **IPVMS** - proposed IP Video Management System
- f. **PROVIDE** – furnish and warrant as applicable.
- g. **SPECIAL STANDARDS OF RESPONSIBILITY** - the listings in Section L of certifications, qualifications, and expertise and the like that the Bidder must provide evidence of as part of their bid.

- h. **CONTRACTOR** – the terms contractor, offeror, bidder and Contractor may be used interchangeably depending on the context.

C.4 BACKGROUND

These cameras shall be used with an anticipated project now known as the SEH Video Management System and Migration and Expansion Project (the Project) which shall include software, hardware, and professional services necessary to migrate the current SEH video surveillance system from a legacy system to a non-proprietary Internet Protocol (IP) based Video Management System (IPVMS). The requirements for that Project are still being developed. **The District shall not entertain questions about the SEH Video Management System and Migration and Expansion Project until that Project's solicitation has been developed and issued.**

C.5 REQUIREMENTS

The following sub-sections of Section C.5 establish the requirements for the cameras and accessories.

- a. All delivery coordination must be routed through the Contracting Officer's Technical Representative (COTR).
- b. If any statement in the technical specification is in conflict with any other provision of the Contract Documents, the more stringent requirements shall take precedence. Any questions that require additional interpretation and guidance shall be immediately brought to the COTR.

C.5.1 Documentation

C.5.1.1 The Contractor shall provide manufacturer's product data sheets and literature pertaining to all equipment provided. Contractor shall provide submittals to the District in accordance with section F.3, Deliverables.

C.5.2 Cameras

C.5.2.1 The Contractor shall provide the required number of new IP video cameras and all associated equipment (e.g., housings/enclosures, brackets, etc.) listed as accessories for each camera type/CLIN.

C.5.2.2 The **CLIN 001** camera is **Camera Type A** – or approved equal which shall meet the following minimum essential requirements:

- C.5.2.2.1** 20 Megapixel Day/Night H.264/MJPEG 180° Camera: Four 5 megapixel CMOS image sensors.
- C.5.2.2.2** 10240(H) x 1920(V) pixels across all four sensors or (4) x 2560(H) x 1920(H) pixel array per sensor. 3.5fps @ 10240x1920.
- C.5.2.2.3** 1/2.5" optical format

C.5.2.2.4 Dynamic range 70.1 dB, Maximum SNR 44.1dB

C.5.2.2.5 4 x 6.2mm MP Lens

C.5.2.2.6 Surface/hard-ceiling mount, Indoor/Outdoor, IP66, IK-10.

C.5.2.2.7 Electrical:

- a. Camera 12 VDC/24VAC/PoE
- b. Heater/Blower 12V to 20V DC or 24VAC (separate power required)

C.5.2.2.8 Programmability:

- a. Binned Mode
- b. Privacy Mask
- c. +/- 5° Electrical Vertical Alignment to adjust sensor angle
- d. Auto Exposure (AE) and Gain Control (AGC) >120dB
- e. On-camera real-time motion detection with 1024 detection zones per sensor
- f. Programmable backlight compensation
- g. Auto multi-matrix white balance
- h. 50/60Hz selectable flicker control
- i. Electronic pan, tilt, zoom (PTZ)
- j. Electronic image flip - 180 degree rotation
- k. Resolution windowing down to 1x1 pixels for JPEG and 2x2 pixels for H.264
- l. Programmable shutter speed to minimize motion blur
- m. MoonLight™ mode - extended exposure and proprietary noise cancellation
- n. Programmable resolution, brightness, saturation, gamma, sharpness, tint
- o. Picture-in-Picture: simultaneous delivery of full field of view and zoomed images
- p. Bandwidth & storage savings by running at 1/4 resolution

C.5.2.2.9 Regulatory Approvals/Listings:

- a. FCC, Class A
- b. CE and RoHS compliant
- c. UL Listed

C.5.2.2.10 Accessories

- a. SV-CAP: Dome Cap with 1.5 NPT Male thread
- b. AV-WMJB: Wall Mount Bracket with Junction Box
- c. AV-PMJB: Pendant Mount Bracket with Junction Box
- d. AV-CRMA: Corner Mount Adapter (requires AV-WMJB)
- e. AV-PMA: Pole Mount Adapter (requires AV-WMJB)
- f. SV-FMA: Flush Mount Adapter
- g. SV-EBA: Electrical Box Adapter

C.5.2.3 The CLIN 002 camera is **Camera Type B** – or approved equal which shall meet the following minimum essential requirements:

C.5.2.3.1 Megapixel Day/Night H.264/MJPEG Wide Dynamic Camera

C.5.2.3.2 10240(h) x 1920(V) pixels across all four sensors or (4) x 2560(H) x 1920(V) pixel array per sensor. 3.5fps @ 10240x1920

C.5.2.3.3 1/3.2” optical format

C.5.2.3.4 Dynamic range 100 dB**C.5.2.3.5** C/CS lens mount**C.5.2.3.6** Requires Outdoor Housing with Heater & Blower HSG2**C.5.2.3.7** Electrical:

- a. Camera PoE 802.3af, Class 3 or Auxiliary Power 12-48V DC, 24V AC
- b. Camera HSG2 Housing: PoE 802.3af class 3 to support camera, two fans and heater, or Auxiliary Power: 12V DC

C.5.2.3.8 Programmability:

- a. Privacy mask
- b. Flexible cropping
- c. Wide dynamic range switch control
- d. Low light noise filter control
- e. Bit Rate and Bandwidth Limitation Control
- f. On-camera real-time motion detection with 1024 detection zones or 64 detection zones
- g. Auto backlight compensation
- h. Auto multi-matrix white balance
- i. 50/60Hz selectable flicker control
- j. Electronic pan, tilt, zoom (PTZ)
- k. Electronic image flip - 180 degree rotation
- l. Resolution windowing down to 1x1 pixels for JPEG and 2x2 pixels for H.264
- m. Programmable shutter speeds to minimize motion blur
- n. MoonLight™ mode - extended exposure and proprietary noise cancellation
- o. Programmable resolution, brightness, saturation, gamma, sharpness, tint
- p. Picture-in-Picture: simultaneous delivery of full field of view and zoomed images
- q. Bandwidth & storage savings by running at 1/4 resolution

C.5.2.3.9 Regulatory Approvals/Listings:

- a. Class B FCC, Part 15; EN55022 Class B, EN55024, EN61000-3-2 and EN61000-3-3, EN60950-1, RoHS, REACH, CE Mark and UL Listed

C.5.2.3.10 Industry Standard:

- a. PSIA and ONVIF compliance

C.5.2.3.11 Accessories:

- a. HSG2: IP67 Outdoor Camera Housing (Required)
- b. HSG2-WMT: Housing Wall Mount (Required)
- c. AV-CRMA: Corner Mount Adapter
- d. AV-PMA: Pole Mount Adapter
- e. AV-JBA: Junction Box

C.5.2.4 The **CLIN 003** camera is **Camera Type C** – or approved equal which shall meet the following minimum essential requirements:

- C.5.2.4.1** 20 Megapixel Day/Night H.264/MJPEG Omni Directional Camera: Four 5 megapixel CMOS image sensors.
- C.5.2.4.2** The camera shall have three configurations: AV20175DN-28 (4x2.8mm M12 lenses), AV20175DN-08 (4x 8.0mm M12 lenses), AV20175DN-NL (no lenses, ordered separately).
- C.5.2.4.3** Lens options shall include the following IR corrected, F1.6, M12 lenses: 2.8mm, 4.0mm, 6.0mm, 8.0mm, 12.0mm, 16.0mm.
- C.5.2.4.4** The camera shall utilize four high sensitivity 5-Megapixel CMOS sensors with 1/2.5” optical format, progressive scan and Active Pixel Count: 2560(H) x 1920(V) pixel array.
- C.5.2.4.5** The camera shall integrate four 2.8mm M20 megapixel IR corrected lenses, 1/2.5”, F1.6, Horizontal Field of View of 114°. (AV20175DN-28).
- C.5.2.4.6** The camera shall integrate four 8.0mm M20 megapixel IR corrected lenses, 1/2.5”, F1.6, Horizontal Field of View of 43°. (AV20175DN-08).
- C.5.2.4.7** The camera shall have die-cast aluminum chassis with IK-10 vandal resistant dome. Entire enclosure to be rated minimum IP66 for water and dust protection.
- C.5.2.4.8** The camera shall have four individually adjustable 2-axis camera gimbals with 360° pan and 90° tilt for easy and accurate positioning.
- C.5.2.4.9** Electrical:
 - a. Camera 12VDC/24VAC/PoE
- C.5.2.4.10** Programmability:
 - a. Binned Mode
 - b. Privacy mask
 - c. +/- 5° Electrical Vertical Alignment to adjust sensor angle
 - d. Auto Exposure (AE) and Gain Control (AGC) >120dB
 - e. On-camera real-time motion detection with 1024 detection zones per sensor
 - f. Programmable backlight compensation
 - g. Auto multi-matrix white balance
 - h. 50/60Hz selectable flicker control
 - i. Electronic pan, tilt, zoom (PTZ)
 - j. Electronic image flip - 180 degree rotation
 - k. Resolution windowing down to 1x1 pixels for JPEG and 2x2 pixels for H.264
 - l. Programmable shutter speed to minimize motion blur.
 - m. MoonLight™ mode - extended exposure and proprietary noise cancellation
 - n. Programmable resolution, brightness, saturation, gamma, sharpness, tint.
 - o. Picture-in-Picture: simultaneous delivery of full field of view and zoomed images
 - p. Bandwidth & storage savings by running at 1/4 resolution

C.5.2.4.11 Regulatory Approvals/Listings

- a. FCC, Class A
- b. CE and RoHS compliant
- c. UL Listed

C.5.2.4.12 Accessories:

- a. SO- CAP: Dome Cap with 1.5 NPT Male thread
- b. AV-WMJB: Wall Mount Bracket with Junction Box
- c. AV-PMJB: Pendant Mount Bracket with Junction Box
- d. AV-CRMA: Corner Mount Adapter (requires AV-WMJB)
- e. AV-PMA: Pole Mount Adapter (requires AV-WMJB)
- f. SV-EBA: Electrical Box Adapter
- g. AV-JBA: Junction Box

C.5.2.5 The **CLIN 004** camera is **Camera Type D** – or approved equal which shall meet the following minimum essential requirements:

- C.5.2.5.1** 3 Megapixel CMOS sensor with 1/3.2” optical format, 2.2um x 2.2um pixel size, progressive scan and Active Pixel Count: 2048(H) x 1536(V) pixel array.
- C.5.2.5.2** Integrated 3-9mm, Φ14mm Mount, megapixel IR corrected vari-focal lens with F1.2 P-Iris lens and horizontal field of view of 90°-32°. (PMIR).
- C.5.2.5.3** Integrated 8-22mm, Φ14mm Mount, megapixel IR corrected vari-focal lens with F1.6 P-Iris lens and horizontal field of view of 32°-12°. (PMTIR).
- C.5.2.5.4** The camera shall have a 3-axis easily adjustable bracket with 360° pan 90° tilt and 180° rotation.
- C.5.2.5.5** The camera shall have vandal resistant aluminum cylindrical (Bullet-style) enclosure with IP66 weatherproofing standard.
- C.5.2.5.6** The camera’s power source shall be Power over Ethernet (PoE) complying with the IEEE 802.3af standard to support IR illuminator, blower and camera.
- C.5.2.5.7** The camera shall have an auxiliary power input, AC24V and DC12-48V, to support IR illuminator, blower and camera.
- C.5.2.5.8** The camera shall be utilized for indoor and outdoor applications.
- C.5.2.5.9** The camera shall have SDHC card slot for onboard storage up to 32GB, class 10 and UHS-1. (-S models).
- C.5.2.5.10** Imaging
- C.5.2.5.11** The camera shall have dual standard compression support with simultaneous streaming of both H.264 and MJPEG formats.
- C.5.2.5.12** The camera shall feature automatic exposure, automatic multi-matrix white balance, shutter speed control to minimize motion blur, programmable resolution, brightness, saturation, gamma, sharpness and tint.
- C.5.2.5.13** The camera’s shutter speed shall be 1ms - 500ms.
- C.5.2.5.14** The camera shall feature selectable 50/60 Hz flicker control, windowing, simultaneous delivery of full-field view and zoomed images at video frame rate, instantaneous electronic zoom, pan and tilt, and electronic image rotation by 180 degrees.

- C.5.2.5.15** The camera shall have CorridorView™ with 90°, 180° and 270° image rotation options (-S models).
- C.5.2.5.16** The camera shall have multi-streaming support of up to 8 non-identical concurrent streams (different frame rate, bit rate, resolution, quality, and compression format).
- C.5.2.5.17** The camera shall have wide dynamic range up to 100dB and a maximum SNR of 49dB.
- C.5.2.5.18** The camera shall have privacy masking, the ability to select multiple regions of an arbitrary shape to block the video.
- C.5.2.5.19** The camera shall have Real Time Streaming Protocol (RTSP) support allowing for compatibility with media players such as Apple QuickTime, VLC Player and others.
- C.5.2.5.20** The camera shall have extended motion detection grid, a higher granularity grid of 1024 distinct motion detection zones. User can select between 64 zone based motion detection and extended motion detection to provide backward compatibility with the existing Video Management System (VMS) integration.
- C.5.2.5.21** The camera shall feature streaming of the full field of view (FOV) and simultaneous multiple regions of interest (ROI) for forensic zooming.
- C.5.2.5.22** The camera shall provide 21 levels of compression quality for optimal viewing and archiving.
- C.5.2.5.23** The cameras H.264 implementation shall maintain full real time video frame rates.
- C.5.2.5.24** The camera shall output at a maximum resolution of 2048(H) x 1536(V) pixels at a maximum frame rate of 21 frames per second (FPS).
- C.5.2.5.25** It shall be possible to program the camera to output a variety of lower resolution images, i.e. 1920(H) x 1080(V) pixels at 30 FPS.
- C.5.2.5.26** It shall be possible to program the camera at binning mode to improve low light performance and output a variety of lower resolution image, i.e. 1024(H) x 768(V) pixels at 21 FPS, or 960(H) x 540(V) pixels at 31 FPS.
- C.5.2.5.27** The camera shall provide flexible cropping (Resolution windowing down to 1x1 pixels for JPEG and 2x2 pixels for H.264).
- C.5.2.5.28** The camera shall be able to save bandwidth & storage by running at 1/4 full resolution.
- C.5.2.5.29** The camera shall be able to have below scaled resolutions: 720p, XVGA, DVGA (16:9), DVGA (3:2), SVGA, D1 (PAL), 4CIF (NTSC), VGA, 2CIF (PAL), HVGA (4:3), 2CIF (NTSC), HVGA (8:3), HVGA (3:2), HVGA (16:9), CIF (PAL), CIF (NTSC), QVGA (SIF), QCIF (PAL), QCIF (NTSC) and SQCIF. (-S models).
- C.5.2.5.30** The camera shall have an Auto Exposure (AE), Gain Control (AGC), Bit Rate and Bandwidth Limit Control
- C.5.2.5.31** The camera shall feature MoonLight™ mode - extended exposure and noise cancellation.
- C.5.2.5.32** The camera shall be able to support Picture-in-Picture: simultaneous delivery of full field of view and zoomed images.

C.5.2.5.33 Accessories:

- a. AV-CRMA: Corner Mount Adapter (requires AV-WMJB)
- b. AV-PMA: Pole Mount Adapter (requires AV-WMJB)
- c. SV-EBA: Electrical Box Adapter

C.5.2.6 The **CLIN 005** camera is **Camera Type E** – or approved equal which shall meet the following minimum essential requirements:

C.5.2.6.1 The camera shall utilize a high sensitivity 10 megapixel CMOS sensor with 1/2.3" optical format, 1.67um x 1.67um pixel size, progressive scan and Active Pixel Count: 3648(H) x 2752(V) pixel array.

C.5.2.6.2 The camera shall have and integrated 4.7-9mm, Φ 14mm mount, megapixel IR corrected vari-focal lens with 1/2.3" optical format, F1.5 and horizontal field of view of 78.8°-37°. (PMIR).

C.5.2.6.3 The camera shall have and integrated 12-22mm, Φ 14mm mount, megapixel IR corrected vari-focal lens with 1/2.3" optical format, F2.2 and horizontal field of view of 30°-17°. (PMTIR).

C.5.2.6.4 The camera shall have a 3-axis easily adjustable bracket with 360° pan 90° tilt and 180° rotation for easy and accurate positioning.

C.5.2.6.5 The camera shall have vandal resistant aluminum cylindrical (Bullet-style) enclosure with IP66 weatherproofing standard.

C.5.2.6.6 The camera's power source shall be Power over Ethernet (PoE) complying with the IEEE 802.3af standard to support IR illuminator, blower and camera.

C.5.2.6.7 The camera shall have an auxiliary power input, AC24V and DC12-48V, to support IR illuminator, blower and camera.

C.5.2.6.8 The camera shall be utilized for indoor and outdoor applications.

C.5.2.6.9 The camera shall have SDHC card slot for onboard storage up to 32GB, class 10 and UHS-1. (-S models).

C.5.2.6.10 Imaging

- a. The camera shall have dual standard compression support with simultaneous streaming of both H.264 and MJPEG formats.
- b. The camera shall feature automatic exposure, automatic multi-matrix white balance, shutter speed control to minimize motion blur, programmable resolution, brightness, saturation, gamma, sharpness and tint.
- c. The camera's shutter speed shall be 1ms - 500ms.
- d. The camera shall feature selectable 50/60 Hz flicker control, windowing, simultaneous delivery of full-field view and zoomed images at video frame rate, instantaneous electronic zoom, pan and tilt, and electronic image rotation by 180 degrees
- e. The camera shall have SDHC card slot for onboard storage up to 32GB, class 10 and UHS-1. (-S models).
- f. The camera shall have multi-streaming support of up to 8 non-identical concurrent streams (different frame rate, bit rate, resolution, quality, and compression format).

- g. The camera shall have dynamic range up to 57.2dB and a maximum SNR of 40dB.
- h. The camera shall have privacy masking, the ability to select multiple regions of an arbitrary shape to block the video.
- i. The camera shall have Real Time Streaming Protocol (RTSP) support allowing for compatibility with media players such as Apple QuickTime, VLC Player and others.
- j. The camera shall have extended motion detection grid, a higher granularity grid of 1024 distinct motion detection zones. User can select between 64 zone based motion detection and extended motion detection to provide backward compatibility with the existing Video Management System (VMS) integration.
- k. The camera shall feature streaming of the full field of view (FOV) and simultaneous multiple regions of interest (ROI) for forensic zooming.
- l. The camera shall provide 21 levels of compression quality for optimal viewing and archiving.
- m. The cameras H.264 implementation shall maintain full real time video frame rates.
- n. The camera shall output at a maximum resolution of 3648 (H) x 2752 (V) pixels up to 7fps and 1920 (H) x 1080 (V) pixels at a maximum frame rate of 29fps.
- o. It shall be possible to program the camera to output a variety of lower resolution images, i.e. 2592 (H) x 1944 (V) pixels at 12fps, or 2048 (H) x 1536 (V) pixels at 18fps.
- p. It shall be possible to program the camera at binning mode to improve low light performance and output a variety of lower resolution image, i.e. 1920 (H) x 1080 (V) pixels at 29fps, or 1824 (H) x 1376 (V) pixels at 26fps.
- q. The camera shall provide flexible cropping (Resolution windowing down to 1x1 pixels for JPEG and 2x2 pixels for H.264).
- r. The camera shall be able to save bandwidth & storage by running at 1/4 full resolution.
- s. The camera shall be able to have below scaled resolutions: 720p, XVGA, DVGA (16:9), DVGA (3:2), SVGA, D1 (PAL), 4CIF (NTSC), VGA, 2CIF (PAL), HVGA (4:3), 2CIF (NTSC), HVGA (8:3), HVGA (3:2), HVGA (16:9), CIF (PAL), CIF (NTSC), QVGA (SIF), QCIF (PAL), QCIF (NTSC) and SQCIF. (-S models).
- t. The camera shall have an Auto Exposure (AE), Gain Control (AGC), Bit Rate and Bandwidth Limit Control.
- u. The camera shall feature MoonLight™ mode - extended exposure and noise cancellation.
- v. The camera shall be able to support Picture-in-Picture: simultaneous delivery of full field of view and zoomed images.

C.5.2.6.11 Video

- a. Video frame rate (up to):
 - i. 7fps (3648x2752)
 - ii. 12fps (2592x1944)
 - iii. 18fps (2048x1536)
 - iv. 25fps (1920x1080)
 - v. 37fps (1280x1024)
- b. Video frame rate in binned mode (up to):
 - i. 29fps (1920x1080)
 - ii. 26fps (1824x1376)
 - iii. 43fps (1296x972)
 - iv. 54fps (1024x768)

C.5.2.6.12 Scaled Resolution:

Scaled Resolution	Horizontal	Vertical	Pixel Count	Notes
720p	1280	720	921600	
XVGA	1024	768	786432	ipad 2/ipad mini
DVGA (16:9)	1136	640	727040	iphone 5
DVGA (3:2)	960	640	614400	iphone 4S
SVGA	800	600	480000	
D1 (PAL)	720	576	414720	
4CIF (PAL)	704	576	405504	
D1 (NTSC)	720	480	345600	
4CIF (NTSC)	704	480	337920	
VGA	640	480	307200	
2CIF (PAL)	704	288	202752	
HVGA (4:3)	480	360	172800	
2CIF (NTSC)	704	240	168960	
HVGA (8:3)	640	240	153600	
HVGA (3:2)	480	320	153600	
HVGA (16:9)	480	272	130560	
CIF (PAL)	352	288	101376	
CIF (NTSC)	352	240	84480	
QVGA (SIF)	320	240	76800	
QCIF (PAL)	176	144	25344	
QCIF (NTSC)	176	120	21120	
SQCIF	128	96	12288	

C.5.2.6.13 Protocols:

- a. The camera shall have Real Time Streaming Protocol (RTSP) support allowing for compatibility with media players such as Apple QuickTime, VLC Player and others.
- b. The camera shall support both unicast and multicast communication protocol.
- c. The camera shall support RTSP, RTP over TCP, RTP over UDP (Unicast/Multicast), HTTP1.0, HTTP1.1, TFTP
- d. 100 Base-T Ethernet Network Interface

- e. Multi-streaming: 8 non-identical streams

C.5.2.6.14 Electrical:

- a. General purpose opto-coupled input and output
- b. Power over Ethernet (PoE): PoE 802.3af
- c. Auxiliary Power 12-48V DC, 24VAC
- d. Power consumption: PoE – Class 0: AV10225PMIR: 11.8 Watts max (Auxiliary DC power)
- e. AV10225PMTIR: 11.3 Watts max (Auxiliary DC power)
- f. AV10225PMIR-S: 12.4 Watts max (Auxiliary DC power)
- g. AV10225PMTIR-S: 11.3 Watts max (Auxiliary DC power)

C.5.2.6.15 IR Illuminator:

- a. 48 pcs 850nm LEDs / 30 meter IR distance (max) / 50° IR angle (PMIR Model)
- b. 4 pcs 850nm LEDs / 60 meter IR distance (max) / 33° IR angle (PMTIR Model)

C.5.2.6.16 Accessories:

- a. AV-CRMA: Corner Mount Adapter (requires AV-WMJB)
- b. AV-PMA: Pole Mount Adapter (requires AV-WMJB)
- c. SV-EBA: Electrical Box Adapter

C.5.2.7 The Contractor shall have limited access to SEH for the delivery of the equipment. The Contractor shall confine delivery operations to the immediate vicinity of the designated storage area and access routes. The Contractor shall keep hallways, doors, elevator area, stairways, entrances, exits, emergency exit doors, driveways, parking, loading areas, and entrances serving the premises clear and available to the District, the District's employees, and official vehicles at all times. Contractor is not authorized to use these areas for parking or storage of materials. The Contractor shall schedule deliveries with the District's COTR or other designated point of contact.

SECTION D: PACKAGING AND MARKING

- D.1** The packaging and marking requirements for this Contract shall be governed by clause number (2), Shipping Instructions. Consignment, of the Government of the District of Columbia's Standard Contract Provisions for Use with Supplies and Services Contracts dated March 2007 [http://ocp.dc.gov/DC/OCP/Vendor+Support+Center/Solicitation+Attachments/Standard+Contract+Provisions+\(March+2007\)](http://ocp.dc.gov/DC/OCP/Vendor+Support+Center/Solicitation+Attachments/Standard+Contract+Provisions+(March+2007)) (Attachment J.1).
- D.2** Includes any additional instructions that are specific to the requirement of the Solicitation/Contract.

SECTION E: INSPECTION AND ACCEPTANCE

- E.1** References SCP Clause 5/Inspection of Supplies and/or Clause 6/Inspection of Services/ Pages 1-4. **Standard Contract Provisions for Use with Supplies and Services Contracts dated March 2007 (Attachment J.1)**

[http://ocp.dc.gov/DC/OCP/Vendor+Support+Center/Solicitation+Attachments/Standard+Contract+Provisions+\(March+2007\)](http://ocp.dc.gov/DC/OCP/Vendor+Support+Center/Solicitation+Attachments/Standard+Contract+Provisions+(March+2007))

E.2 CONSEQUENCES OF CONTRACTOR'S FAILURE TO PERFORM REQUIRED SERVICES

- E.2.1** The Contractor shall be held to the full performance of the Contract. The DBH shall deduct from the Contractor's invoice, or otherwise withhold payment for any non-conforming service as specified below.
- E.2.2** A service task may be composed of several sub-items. A service task may be determined to be partially complete if the Contractor satisfactorily completes some, but not all, of the sub items.
- E.2.3** The DBH shall give the Contractor written notice of deductions by providing copies of reports which summarize the deficiencies for which the determination was made to assess the deduction in payment.

E.2.4 In case of non-performed work, DBH shall:

- E.2.4.1** Deduct from the Contractor's invoice all amounts associated with such non-performed work at the rate set out in Section B, or provided by other provisions of the Contract.
- E.2.4.2** DBH may, at its option, afford the Contractor an opportunity to perform the non-performed work with a reasonable period subject to the discretion of the Director, Contracts and Procurement/Agency Chief Contracting Officer (Director/ACCO) and at no additional cost to the DBH.
- E.2.4.3** DBH may, at its option, perform the Contracted services by the DBH personnel or other means.

E.2.5 In the case of unsatisfactory work, DBH:

- E.2.5.1** Shall deduct from the Contractor's invoice all amounts associated with such unsatisfactory work at the rates set out in Section B, or provided by other provisions of the Contract, unless the Contractor is afforded an opportunity to re-perform and satisfactorily completes the work.
- E.2.5.2** May, at its option, afford the Contractor an opportunity to re-perform the unsatisfactory work within a reasonable period, subject to the discretion of the Director/ACCO and at no additional cost to the DBH.

E.3 TERMINATION FOR CONVENIENCE

- E.3.1** The DBH may terminate performance of work under this Contract for the convenience of the Government, in a whole or, from time to time, in part, if the

Director/ACCO determines that a termination is in the Government's best interest.

E.3.2 After receipt of a Notice of Termination and, except as directed by the Director, Contracts and Procurement/Agency chief Contracting Officer, the Contractor shall immediately proceed with the following obligations:

E.3.2.1 Stop work as specified in the notice.

E.3.2.2 Place no further subcontracts or orders except as necessary to complete the continued portion of the Contract.

E.3.2.3 Terminate all applicable subcontracts and cancel or divert applicable commitments covering personal services that extend beyond the effective date of termination.

E.3.2.4 Assign to DBH, as directed by the Director, Contracts and Procurement/Agency Chief Contracting Officer, all rights, titles and interests of the Contractor under the subcontracts terminated; in which case DBH shall have the right to settle or pay any termination settlement proposal arising out of those terminations.

E.3.2.5 With approval or ratification to the extent required by the Director/ACCO settle all outstanding liabilities and termination settlement proposals arising from the termination of subcontracts; approval or ratification shall be final for purposes of this clause.

E.3.2.6 Transfer title, if not already transferred and, as directed by the Director, Contracts and Procurement Agency Chief Contracting Officer, deliver to DBH any information and items that, if the Contract had been completed, would have been required to be furnished, including (i) materials or equipment produced, in process, or acquired for the work terminated (ii) completed or partially completed plans, drawings and information.

E.3.2.7 Complete performance of the work not terminated

E.3.2.8 Take any action that may be necessary for the protection and preservation of property related to this Contract.

E.4 TERMINATION FOR DEFAULT

E.4.1 DBH may, subject to the conditions listed below, by written notice of default to the Contractor, terminate the Contract in whole or in part if the Contractor fails to:

E.4.1.1 Perform the services within the time specified in the Contract or any extension; or

E.4.1.2 Make progress as to endanger performance of the Contract; or

E.4.1.3 Perform any of the other material provisions of the Contract.

E.4.2 The DBH's right to terminate the Contract may be exercised if the Contractor does not cure such failure within ten (10) days, or such longer period as authorized in writing by the Contracting Officer (CO) after receipt of the notice to cure from the CO, specifying the failure.

E.4.3. If DBH terminates the Contract in whole or in part, it may acquire, under the terms and in the manner the Director/ACCO considers appropriate, supplies and services

similar to those terminated and the Contractor shall be liable to DBH for any excess costs for those supplies and services. However, the Contractor shall continue the work not terminated.

- E.4.4** Except for default by subcontractors at any tier, the Contractor shall not be liable for any excess costs if the failure to perform the Contract arises from causes beyond the control and without the fault or negligence of the Contractor. Examples of such issues include (i) acts of God, (ii) fires or floods, (iii) strikes and (iv) unusually severe weather. In each instance, the failure to perform shall be beyond the control and without the fault or negligence of the Contractor.
- E.4.5** If the failure to perform is caused by the fault of a subcontractor, at any tier and, if the cause of the default is beyond the control of both the Contractor and the subcontractor and without the fault or negligence of either, the Contractor shall not be liable for any excess costs for failure to perform, unless the subcontracted supplies or services were obtainable from other sources in sufficient time for the Contractor to meet the required schedule.
- E.4.6** If the Contract is terminated for default, DBH may require the Contractor to transfer title and deliver to DBH as directed by the Director, Contracts and Procurement Agency Chief Contracting Officer, any completed and partially completed supplies and materials that the Contractor has specifically produced or acquired for the terminated portion of the Contract. Upon direction of the Director, Contracts and Procurement Agency Chief Contracting Officer, the Contractor shall also protect and preserve property in its possession in which DBH has an interest.
- E.4.7** DBH shall pay the Contract price or a portion thereof, for fully or partially completed or delivered supplies and services that are accepted by DBH.
- E.4.8** If, after termination, it is determined that the Contractor was not in default, or that the default was excusable, the rights and obligations of the parties shall be the same as if the termination had been issued for convenience of DBH.
- E.4.9** The rights and remedies of DBH in this clause are in addition to any other rights and remedies provided by law or under the Contract.

SECTION F: PERIOD OF PERFORMANCE AND DELIVERABLES**F.1 TERM OF CONTRACT**

F.1.1 The term of the contract shall begin on date of contract award and end on September 30th 2015, as specified on the cover page of this contract.

F.2 OPTION TO EXTEND THE TERM OF THE CONTRACT [NOT APPLICABLE]**F.3 DELIVERABLES**

F.3.1 The Contractor shall perform the activities required to successfully complete the District's requirements and submit each deliverable to the COTR identified in Section G.4 in accordance with the following table.

F.3.2 Contractor shall deliver via e-mail one (1) MS-Word and one (1) PDF copy unless otherwise specified in the following table. Contractor shall deliver hard-copies as specified in the table.

DELIVERABLES:

#	Deliverable	Quantity	Format/ Method of Delivery	Due Date
1	Manufacturer's product data sheets and literature pertaining to all equipment provided per C.5	1 set	PDF& hard copy	No later than 1 week from Date of Award

F.4 The Contractor shall submit to the District, as a deliverable, the report described in section 35 (e) of the 2010 SCPs which is required by the 51% District Residents New Hires Requirements and First Source Employment Agreement, as applicable. If the Contractor does not submit the report as part of the deliverables, the District shall not make final payment to the Contractor pursuant to contract section G.9 and sections 28 (d) and 28 (e) of the 2010 SCPs.

SECTION G: CONTRACT ADMINISTRATION**G.1 CONTRACT ADMINISTRATION - DIRECTOR, CONTRACTS AND PROCUREMENT/ AGENCY CHIEF CONTRACTING OFFICER**

Contracts shall be entered into and signed on behalf of the DBH only by the DBH Director/ACCO and all correspondence or inquiries related to this Contract or any modifications shall be addressed to him. The contact information for the DBH Director/ACCO is as follows:

Samuel J. Feinberg, CPPO, CPPB
Director, Contracts and Procurement
Agency Chief Contracting Officer
Department of Behavioral Health
64 New York Avenue, NE, Second Floor
Washington, DC 20002
Office: (202) 671-3188
Email: Samuel.feinberg@dc.gov

G.2 MODIFICATIONS

G.2.1 Any Changes, additions or deletions to this Contract shall be made in writing by a formal Modification to this Contract and shall be signed by the Director/ACCO only.

G.2.2 In the event that the Contractor effects any change at the instruction or request of any person other than the Chief Contracting Officer, the change shall be considered to have been made without authority and no adjustment shall be made in the Contract price to cover any cost increase incurred as a result thereof.

G.2.3 The Contractor shall not comply with any order, directive or request that changes or modifies the requirements of the Contract, unless issued in writing and signed by the Director/ACCO.

G.3 AVAILABILITY OF FUNDS FOR THE NEXT FISCAL YEAR

Funds are not presently available for the performance under this Contract beyond September 30, 2015. DBH's obligation for the performance of this Contract beyond that date is contingent upon the availability of appropriated funds from which payment for Contract purposes can be made. No legal liability on the part of DBH for any payment may arise for performance under this Contract beyond September 30, 2015, until funds are made available to the Director/ACCO for performance and until the Contractor receives notice of availability of funds, to be confirmed in writing by the Agency's Chief Financial Officer (ACFO).

G.4 THE CONTRACTING OFFICER'S TECHNICAL REPRESENTATIVE (COTR)

G.4.1 The COTR is responsible for general administration of the Contract and advising the Director/ACCO as to the Contractor's compliance or noncompliance with the Contract. The COTR has the responsibility of ensuring the work conforms to the requirements of the Contract and such other responsibilities and authorities as may be specified in the Contract. These include:

G.4.1.1 Keeping the Director/ACCO informed of any technical or contractual difficulties encountered during the performance period and advising the Director/ACCO of any potential problem areas under the Contract;

G.4.1.2 Coordinating site entry for Contractor personnel, if applicable;

G.4.1.3 Reviewing invoices for completed work and recommending approval by the Director/ACCO if the Contractor's costs are consistent with the negotiated amounts and progress is satisfactory and commensurate with the Rate of Expenditure;

G.4.1.4 Reviewing and approving invoice submissions for deliverables to ensure receipt of goods and services. This includes the timely processing of invoices in accordance with the District's payment provisions; and

G.4.1.5 Maintaining a file that includes all Contract correspondence, modifications, records of inspections (site, data, equipment).

G.4.2 The address and telephone number of the COTR is:

Keith Dyson
Facilities Systems Specialist
Saint Elizabeths Hospital
1100 Alabama Ave, SE
Washington, DC 20032
Office: (202) 299-5536
Email: Keith.Dyson@dc.gov

G.4.3 The COTR shall NOT have the authority to:

1. Award, agree to, or sign any Contract, delivery order or task order. Only the Director/ACCO shall make contractual agreements, commitments or modifications;
2. Grant deviations from or waive any of the terms and conditions of the Contract;
3. Increase the dollar limit of the Contractor or authorize work beyond the dollar limit of the Contract;
4. Authorize the expenditure of funds by the Contractor;
5. Change the Period of Performance; or
6. Authorize the use of District property, except as specified under the Contract.

G.4.4 The Contractor shall be fully responsible for any changes not authorized in advance, in writing, by the Director/ACCO compensation or other relief for any additional work performed that is not so authorized; and may also be required, at no additional cost to the District, to take all corrective action necessitated by reason of the unauthorized changes.

G.5 SUBMISSION OF INVOICE.

G.5.1 The Contractor shall submit, on a monthly basis, an original and three copies of each invoice to the

Accounts Payable Office
Department of Behavioral Health
64 New York Ave., NE
Washington, DC 20002

or by e-mail to DBH.ap@dc.gov

The invoice shall then be forwarded by the Accounts Payable Office to the COTR. Payment

shall be made within Thirty (30) days after the Accounts Payable Office receives a proper and certified invoice, unless a discount for prompt payment is offered and payment is made within the discount periods. Please note that the invoice shall match the itemized Contract Line Items (CLIN) of the Purchase Order as written up to but not exceeding the maximum of each line. **Any invoices deemed improper for payment shall be returned UNPAID requiring correction must be corrected and resubmitted as indicated in this clause.**

G.5.2 To constitute a proper invoice, the Contractor shall submit the following information on the invoice:

- G.5.2.1** Contractor's name, federal tax ID and invoice date (date invoices as of the date of mailing or transmittal);
- G.5.2.2** Contract number and invoice number;
- G.5.2.3** Description, price, quantity and the date(s) that the supplies or services were delivered or performed;
- G.5.2.4** Other supporting documentation or information, as required by the Chief Contracting Officer;
- G.5.2.5** Name, title, telephone number and complete mailing address of the responsible official to whom payment is to be sent;
- G.5.2.6** Name, title, phone number of person preparing the invoice;
- G.5.2.7** Name, title, phone number and mailing address of person (if different from the person identified in G.2.2.6 above) to be notified in the event of a defective invoice; and
- G.5.2.8** Authorized signature.

G.6 QUICK PAYMENT CLAUSE

G.6.1 Interest Penalties to Contractor

G.6.1.1 The District shall pay interest penalties on amounts due to the Contractor under the Quick Payment Act, D.C. Official Code §2-221.01 *et seq.*, for the period beginning on the day after the required payment date and ending on the date on which payment of the amount is made. Interest shall be calculated at the rate of 1% per month. No interest penalty shall be paid if payment for the completed delivery of the item, of property or service is made on or before:

- a) the 3rd day after the required payment date for meat or a meat product;
- b) the 5th day after the required payment date for an agricultural commodity; or
- c) the 15th day after the required payment date for any other item.

G.6.1.2 Any amount of an interest penalty which remains unpaid at the end of any 30-day period shall be added to the principal amount of the debt and thereafter interest penalties shall accrue on the added amount.

G.6.2 Payments to Subcontractors

G.6.2.1 The Contractor must take one of the following actions within seven (7) days of receipt of any amount paid to the Contractor by the District for work performed by any subcontractor under this Contract.

- a) Pay the subcontractor for the proportionate share of the total payment received from the District that is attributable to the subcontractor for work performed under the Contract; or
- b) Notify the District and the subcontractor, in writing, of the Contractor's intention to withhold all or part of the subcontractor's payment and state the reason for the nonpayment.

G.6.2.2 The Contractor must pay any subcontractor or supplier interest penalties on amounts due to the subcontractor or supplier beginning on the day after the payment is due and ending on the date on which the payment is made. Interest shall be calculated at the rate of 1% per month. No interest penalty shall be paid on the following if payment for the completed delivery of the item, of property or service is made on or before:

- a) the 3rd day after the required payment date for meat or a meat product;
- b) the 5th day after the required payment date for an agricultural commodity; or
- c) the 15th day after the required payment date for any other item.

G.6.2.3 Any amount of an interest penalty which remains unpaid by the Contractor at the end of any 30-day period shall be added to the principal amount of the debt to the subcontractor and thereafter interest penalties shall accrue on the added amount.

G.6.2.4 A dispute between the Contractor and subcontractor relating to the amounts or entitlement of a subcontractor to a payment or a late payment interest penalty under the Quick Payment Act does not constitute a dispute to which the District of Columbia is a party. The District of Columbia may not be interpleaded in any judicial or administrative proceeding involving such a dispute.

G.6.3 Subcontractor Requirements

G.7.3.1 The Contractor shall include in each subcontract under this Contract a provision requiring the subcontractor to include in its Contract with any lower-tier subcontractor or supplier the payment and interest clauses required under paragraphs (1) and (2) of D.C. Official Code §2-221.02(d).

G.7 CERTIFICATION OF INVOICE

The COTR shall perform certification of each of the Contractor's invoices. The invoices shall be logged in by the Accounts Payable Office and forwarded to the COTR to review for accuracy and to perform certification for payment. The certified invoice shall be forwarded to the Chief Financial Officer within Five (5) working days after receipt of a satisfactory invoice.

G.8 PAYMENT

G.8.1 DBH shall pay the Contractor monthly the amount due the Contractor as set forth in Section B of the Contract in accordance with the Terms of the Contract and upon presentation of a properly executed invoice and authorized by the COTR.

G.8.2 DBH shall pay Interest Penalties on amounts due to the Contractor in accordance with the Quick Payment Act, D.C. Official Code § 2-221.02 et seq., for the period beginning on the day after the required payment date and ending on the date on which payment of the amount is made to the Contractor.

G.8.3 Payment shall be based upon fixed unit rates and services provided as specified in Section B (Price Schedules) and Section F (Deliverables)

G.9 FIRST SOURCE AGREEMENT REQUEST FOR FINAL PAYMENT

- G.9.1** For Contracts subject to the 51% District Residents New Hires Requirements and First Source Employment Agreement requirements, final request for payment must be accompanied by the report or a waiver of compliance discussed in section H.6.
- G.9.2** No final payment shall be made to the Contractor until the agency CFO has received the Director/ACCO's final determination or approval of waiver of the Contractor's compliance with 51% District Residents New Hires Requirements and First Source Employment Agreement requirements.

G.10 RESPONSIBILITY FOR AGENCY PROPERTY

The Contractor shall assume full responsibility for and shall indemnify the DBH for any and all loss or damage of whatsoever kind and nature to any and all Agency property, including any equipment, supplies, accessories, or part furnished, while in Contractor's custody during the performance of services under this Contract, or while in the Contractor's custody for storage or repair, resulting from the negligent acts or omissions of the Contractor or any employee, agent, or representative of the Contractor or Subcontractors. The Contractor shall do nothing to prejudice the DBH's right to recover against third parties for any loss, destruction of, or damage to DBH property and upon the request of the Director/ACCO shall, at the DBH's expense, furnish to the DBH all reasonable assistance and cooperation, including assistance in the protection of suit and the execution of instruments of assignment in favor of the DBH recovery.

G.11 ASSIGNMENT OF CONTRACT PAYMENTS

- G.11.1** In accordance with 27 DCMR 3250, the Contractor may assign to a bank, trust company, or other financing institution funds due or to become due as a result of the performance of this Contract.
- G.11.2** Any assignment shall cover all unpaid amounts payable under this Contract and shall not be made to more than one party.
- G.11.3** Notwithstanding an assignment of Contract payments, the Contractor, not the assignee, is required to prepare invoices. Where such an assignment has been made, the original copy of the invoice must refer to the assignment and must show that payment of the invoice is to be made directly to the assignee as follows:

Pursuant to the instrument of assignment dated _____, make payment of this invoice to:

(Name and address of Assignee)

H.1 LIQUIDATED DAMAGES

- H.1.1** When the Contractors fails to perform the tasks required under this Contract, DBH shall notify the Contractor in writing of the specific task deficiencies with a scheduled meeting and a Notice to Cure document with a cure period of Not To Exceed Ten (10) Business Days. Upon receiving the Notice to cure document, the Contractor shall provide DBH with their assessment of the identified deficiencies in order to reach an agreement on a proactive plan to resolve the matter. The assessment of Liquidated Damages as determined by the Director, Contracts and Procurement/Agency Chief Contracting officer shall be in an amount of **One Thousand Dollars(\$1,000.00) per day** against the Contractors until such time that the Contracts has cured its deficiencies and is able to satisfactorily perform the tasks required under this Contract.
- H.1.2** When the Contractors is unable to cure its deficiencies in a timely manner and DBH requires a replacement Contractor to perform the required services, the Contractors shall be liable for Liquidated Damages accruing until the time DBH is able to award said Contract to a qualified responsive and responsible Contractors. Additionally, if the Contractors are found to be in default of said Contract under the Default Clause of the Standard Contract Provisions, the original Contractor is completely liable for any and all total cost differences between their Contract and the new Contract awarded by DBH to the replacement Contractor.

H.2 HIRING OF DISTRICT RESIDENTS AS APPRENTICES AND TRAINEES

- H.2.1** For all new employment resulting from this Contract or subcontracts hereto, as defined in Mayor's Order 83-265 and implementing instructions, the Contractor shall use its best efforts to comply with the following basic goal and objectives for utilization of bona fide residents of the District of Columbia in each project's labor force:
- H.2.2** At least fifty-one (51) percent of apprentices and trainees employed shall be residents of the District of Columbia registered in programs approved by the District of Columbia Apprenticeship Council.
- H.2.3** The Contractors shall negotiate an Employment Agreement with the Department of Employment Services ("DOES") for jobs created as a result of this Contract. The DOES shall be the Contractor's first source of referral for qualified apprentices and trainees in the implementation of employment goals contained in this clause.

H.3 DEPARTMENT OF LABOR WAGE DETERMINATIONS

The Contractors shall be bound by the Wage Determination No. 2005-2103, Revision 16, dated 07/08/2015, issued by the U.S. Department of Labor in accordance with the Service Contract Act, 41 U.S.C. §351 *et seq.* and incorporated herein as Section J.2. The Contractors shall be bound by the wage rates for the term of the Contract subject to revision as stated herein and in accordance with Section 24 of the SCP. If an option is exercised, the Contractors shall be bound by the applicable wage rates at the time of the option. If the option is exercised and the CO obtains a revised wage determination, the revised wage determination is applicable for the option periods and the Contractors may be entitled to an equitable adjustment.

H.4 PUBLICITY

The Contractors shall at all times obtain the prior written approval from the CO before it, any of its officers, agents, employees or sub-contractors, either during or after expiration or termination of the Contract, make any statement, or issue any material, for publication through any medium of communication, bearing on the work performed or data collected under this Contract.

H.5 FREEDOM OF INFORMATION ACT

The District of Columbia Freedom of Information Act, at D.C. Official Code §2-532 (a-3), requires the District to make available for inspection and copying any record produced or collected pursuant to a District contract with a private Contractor to perform a public function, to the same extent as if the record were maintained by the agency on whose behalf the contract is made. If the Contractor receives a request for such information, the Contractor shall immediately send the request to the CA who shall provide the request to the FOIA Officer for the agency with programmatic responsibility in accordance with the D.C. Freedom of Information Act. If the agency with programmatic responsibility receives a request for a record maintained by the Contractor pursuant to the contract, the CA shall forward a copy to the Contractor. In either event, the Contractor is required by law to provide all responsive records to the CA within the timeframe designated by the CA. The FOIA Officer for the agency with programmatic responsibility shall determine the release of the records. The District shall reimburse the Contractor for the costs of searching and copying the records in accordance with D.C. Official Code §2-532 and Chapter 4 of Title 1 of the *D.C. Municipal Regulations*.

H.6 51% DISTRICT RESIDENTS NEW HIRES REQUIREMENTS AND FIRST SOURCE EMPLOYMENT AGREEMENT

H.6.1 The Contractors shall comply with the First Source Employment Agreement Act of 1984, as amended, D.C. Official Code §2-219.01 *et seq.* (“First Source Act”).

H.6.2 The Contractors shall enter into and maintain, during the term of the Contract, a First Source Employment Agreement, (Section J.4) in which the Contractor shall agree that:

- (1) The first source for finding employees to fill all jobs created in order to perform this Contract shall be the DOES; and
- (2) The first source for finding employees to fill any vacancy occurring in all jobs covered by the First Source Employment Agreement shall be the First Source Register.

H.6.3 The Contractors shall submit to DOES, no later than the 10th of each month following execution of the Contract, a First Source Agreement Contract Compliance Report (“contract compliance report”) to verify its compliance with the First Source Agreement for the preceding month. The Contract compliance report for the Contract shall include the:

- (1) Number of employees needed;
- (2) Number of current employees transferred;
- (3) Number of new job openings created;

- (4) Number of job openings listed with DOES;
- (5) Total number of all District residents hired for the reporting period and the cumulative total number of District residents hired; and
- (6) Total number of all employees hired for the reporting period and the cumulative total number of employees hired, including:
 - (a) Name;
 - (b) Social security number;
 - (c) Job title;
 - (d) Hire date;
 - (e) Residence; and
 - (f) Referral source for all new hires.

H.6.4 If the Contract amount is equal to or greater than \$100,000, the Contractor agrees that 51% of the new employees hired for the Contract shall be District residents.

H.6.5 With the submission of the Contractors' final request for payment from the District, the Contractors shall:

- (1) Document in a report to the CO its compliance with **Section H.6.4** of this clause; or
- (2) Submit a request to the CO for a waiver of compliance with **Section H.6.4** and include the following documentation:
 - (a) Material supporting a good faith effort to comply;
 - (b) Referrals provided by DOES and other referral sources;
 - (c) Advertisement of job openings listed with DOES and other referral sources; and
 - (d) Any documentation supporting the waiver request pursuant to **Section H.6.6**.

H.6.6 The DIRECTOR/ACCO may waive the provisions of **Section H.6.4** if the DIRECTOR/ACCO finds that:

- (1) A good faith effort to comply is demonstrated by the Contractor;
- (2) The Contractor is located outside the Washington Standard Metropolitan Statistical Area and none of the Contract work is performed inside the Washington Standard Metropolitan Statistical Area which includes the District of Columbia; the Virginia Cities of Alexandria, Falls Church, Manassas, Manassas Park, Fairfax and Fredericksburg, the Virginia Counties of Fairfax, Arlington, Prince William, Loudoun, Stafford, Clarke, Warren, Fauquier, Culpeper, Spotsylvania and King George; the Maryland Counties of Montgomery, Prince Georges, Charles, Frederick and Calvert; and the West Virginia Counties of Berkeley and Jefferson.
- (3) The Contractors enters into a special workforce development training or placement arrangement with DOES; or

- (4) DOES certify that there are insufficient numbers of District residents in the labor market possessing the skills required by the positions created as a result of the Contract.

H.6.7 Upon receipt of the Contractors' final payment request and related documentation pursuant to **Sections H.6.5 and H.6.6**, the DIRECTOR/ACCO shall determine whether the Contractors are in compliance with **Section H.6.4** or whether a waiver of compliance pursuant to **Section H.6.6** is justified. If the DIRECTOR/ACCO determines that the Contractors are in compliance, or that a waiver of compliance is justified, the DIRECTOR/ACCO shall, within two business days of making the determination forward a copy of the determination to the Agency Chief Financial Officer and the COTR.

H.6.8 Willful breach of the First Source Employment Agreement, or failure to submit the report pursuant to **Section H.6.5**, or deliberate submission of falsified data, may be enforced by the DIRECTOR/ACCO through imposition of penalties, including monetary fines of 5% of the total amount of the direct and indirect labor costs of the Contract. The Contractor shall make payment to DOES. The Contractor may appeal to the D.C. Contract Appeals Board as provided in this Contract any decision of the DIRECTOR/ACCO pursuant to this section.

H.6.9 The provisions of **Sections H.6.4 through H.6.8** do not apply to nonprofit organizations.

H.7 SECTION 504 OF THE REHABILITATION ACT OF 1973, as amended.

During the performance of the Contract, the Contractors and any of its sub-contractors shall comply with Section 504 of the Rehabilitation Act of 1973, as amended. This Act prohibits discrimination against disabled people in federally funded programs and activities. See 29 U.S.C. § 794 *et seq.*

H.8 AMERICANS WITH DISABILITIES ACT OF 1990 (ADA)

During the performance of this Contract, the Contractors and any of its sub-contractors shall comply with the ADA. The ADA makes it unlawful to discriminate in employment against a qualified individual with a disability. See 42 U.S.C. §12101 *et seq.*

H.9 WAY TO WORK AMENDMENT ACT OF 2006

H.9.1 Except as described in H.9.8 below, the Contractors shall comply with Title I of the Way to Work Amendment Act of 2006, effective June 8, 2006 (D.C. Law 16-118, D.C. Official Code §2-220.01 *et seq.*) ("Living Wage Act of 2006"), for contracts for services in the amount of \$100,000 or more in a 12-month period.

H.9.2 The Contractors shall pay its employees and sub-contractors who perform services under the Contract no less than the current living wage published on the OCP website at www.ocp.dc.gov.

H.9.3 The Contractors shall include in any subcontract for \$15,000 or more a provision requiring the sub-contractor to pay its employees who perform services under the Contract no less than the current living wage rate.

H.9.4 The DOES may adjust the living wage annually and the OCP shall publish the current living wage rate on its website at www.ocp.dc.gov.

H.9.5 The Contractors shall provide a copy of the Fact Sheet attached as J.6 to each

employee and sub-contractor who performs services under the Contract. The Contractor shall also post the Notice attached as J.5 in a conspicuous place in its place of business. The Contractor shall include in any subcontract for \$15,000 or more a provision requiring the sub-contractor to post the Notice in a conspicuous place in its place of business.

H.9.6 The Contractors shall maintain its payroll records under the Contract in the regular course of business for a period of at least three (3) years from the payroll date and shall include this requirement in its subcontracts for \$15,000 or more under the Contract.

H.9.7 The payment of wages required under the Living Wage Act of 2006 shall be consistent with and subject to the provisions of D.C. Official Code §32-1301 *et seq.*

H.9.8 The requirements of the Living Wage Act of 2006 do not apply to:

- (1) Contracts or other agreements that are subject to higher wage level determinations required by federal law;
- (2) Existing and future collective bargaining agreements, provided, that the future collective bargaining agreement results in the employee being paid no less than the established living wage;
- (3) Contracts for electricity, telephone, water, sewer or other services provided by a regulated utility;
- (4) Contracts for services needed immediately to prevent or respond to a disaster or eminent threat to public health or safety declared by the Mayor;
- (5) Contracts or other agreements that provide trainees with additional services including, but not limited to, case management and job readiness services; provided that the trainees do not replace employees subject to the Living Wage Act of 2006;
- (6) An employee under 22 years of age employed during a school vacation period, or enrolled as a full-time student, as defined by the respective institution, who is in high school or at an accredited institution of higher education and who works less than 25 hours per week; provided that he or she does not replace employees subject to the Living Wage Act of 2006;
- (7) Tenants or retail establishments that occupy property constructed or improved by receipt of government assistance from the District of Columbia; provided, that the tenant or retail establishment did not receive direct government assistance from the District;
- (8) Employees of nonprofit organizations that employ not more than 50 individuals and qualify for taxation exemption pursuant to section 501(c)(3) of the Internal Revenue Code of 1954, approved August 16, 1954 (68A Stat. 163; 26 U.S.C. § 501(c)(3));
- (9) Medicaid provider agreements for direct care services to Medicaid recipients, provided, that the direct care service is not provided through a home care agency, a community residence facility, or a group home for mentally retarded persons as those terms are defined in section 2 of the Health-Care and Community Residence Facility, Hospice and Home Care Licensure Act of 1983, effective February 24, 1984 (D.C. Law 5-48; D.C. Official Code § 44-501); and
- (10) Contracts or other agreements between managed care organizations and the

Health Care Safety Net Administration or the Medicaid Assistance
Administration to provide health services.

H.9.9 The Mayor may exempt a Contractor from the requirements of the Living Wage Act of 2006, subject to the approval of Council, in accordance with the provisions of Section 109 of the Living Wage Act of 2006.

H.10 SUBCONTRACTING REQUIREMENTS

H.10.1 Mandatory Subcontracting Requirements

H.10.1.1 For contracts in excess of \$250,000, at least 35% of the dollar volume shall be subcontracted to certified small business enterprises; provided, however, that the costs of materials, goods and supplies shall not be counted towards the 35% subcontracting requirement unless such materials, goods and supplies are purchased from certified small business enterprises.

H.10.1.2 If there are insufficient qualified small business enterprises to completely fulfill the requirement of paragraph H.10.1, then the subcontracting may be satisfied by subcontracting 35% of the dollar volume to any certified business enterprises; provided, however, that all reasonable efforts shall be made to ensure that qualified small business enterprises are significant participants in the overall subcontracting work.

H.10.1.3 A prime Contractor which is certified as a small, local or disadvantaged business enterprise shall not be required to comply with the provisions of **Sections H.10.1 and H.10.2.**

H.10.2 Subcontracting Plan

If the prime Contractor is required by law to subcontract under this Contract, it must subcontract at least 35% of the dollar volume of this Contract in accordance with the provisions of **Section H.10.1**. The prime Contractor responding to this solicitation which is required to subcontract shall be required to submit with its Proposal, a notarized statement detailing its subcontracting plan. Proposals responding to this RFP shall be deemed nonresponsive and shall be rejected if the Offeror is required to subcontract, but fails to submit a subcontracting plan with its Proposal. Once the plan is approved by the DIRECTOR/ACCO, changes to the plan shall only occur with the prior written approval of the DIRECTOR/ACCO and the Director of DSLBD. Each subcontracting plan shall include the following:

H.10.2.1 A description of the goods and services to be provided by SBEs or, if insufficient qualified SBEs are available, by any certified business enterprises;

H.10.2.2 A statement of the dollar value of the proposal that pertains to the subcontracts to be performed by the SBEs or, if insufficient qualified SBEs are available, by any certified business enterprises;

H.10.2.3 The names and addresses of all proposed sub-contractors who are SBEs or, if insufficient SBEs are available, who are certified business enterprises;

H.10.2.4 The name of the individual employed by the prime Contractor who shall administer the subcontracting plan and a description of the duties of the individual;

H.10.2.5 A description of the efforts the prime Contractor shall make to ensure that

SBEs, or, if insufficient SBEs are available, that certified business enterprises shall have an equitable opportunity to compete for subcontracts;

- H.10.2.6** In all subcontracts that offer further subcontracting opportunities, assurances that the prime Contractor shall include a statement, approved by the contracting officer, that the sub-contractor shall adopt a subcontracting plan similar to the subcontracting plan required by the Contract;
- H.10.2.7** Assurances that the prime Contractor shall cooperate in any studies or surveys that may be required by the Director/ACCO and submit periodic reports, as requested by the Director/ACCO, to allow the District to determine the extent of compliance by the prime Contractor with the subcontracting plan;
- H.10.2.8** A list of the type of records the prime Contractor shall maintain to demonstrate procedures adopted to comply with the requirements set forth in the subcontracting plan and assurances that the prime Contractor shall make such records available for review upon the District's request; and
- H.10.2.9** A description of the prime Contractor's recent effort to locate SBEs or, if insufficient SBEs are available, certified business enterprises and to award subcontracts to them.

H.10.3 Subcontracting Plan Compliance Reporting. If the Contractors have an approved subcontracting plan required by law under this Contract, the Contractor shall submit to the Director/ACCO and the Director of DSLBD, no later than the 21st of each month following execution of the Contract, a Subcontracting Plan Compliance Report to verify its compliance with the subcontracting requirements for the preceding month. The monthly subcontracting plan compliance report shall include the following information:

- H.10.3.1** The dollar amount of the Contract or procurement;
- H.10.3.2** A brief description of the goods procured or the services contracted for;
- H.10.3.3** The name of the business enterprise from which the goods were procured or services contracted;
- H.10.3.4** Whether the sub-contractors to the Contract are currently certified business enterprises;
- H.10.3.5** The dollar percentage of the Contract awarded to SBEs, or if insufficient SBEs, to other certified business enterprises;
- H.10.3.6** A description of the activities the Contractor engaged in, in order to achieve the subcontracting requirements set forth in its plan; and
- H.10.3.7** A description of any changes to the activities the Contractor intends to make by the next month to achieve the requirements set forth in its plan.

H.10.4 Sub-contractor Standards

- H.10.4.1** A prime Contractor shall ensure that sub-contractors meet the criteria for responsibility described in D.C. Official Code § 2-353.01.

H.10.5 Enforcement and Penalties for Breach of Subcontracting Plan

- H.10.5.1** If during the performance of this Contract, the Contractor fails to comply with its approved subcontracting plan and the Director/ACCO determines

the Contractor's failure to be a material breach of the Contract, the Director/ACCO shall have cause to terminate the Contract under the default clause of the Standard Contract Provisions.

H.10.5.2 There shall be a rebuttable presumption that a Contractor willfully breached its approved subcontracting plan if the Contractor (i) fails to submit any required monitoring or compliance report; or (ii) submits a monitoring or compliance report with the intent to defraud.

H.10.5.3 A Contractor that is found to have willfully breached its approved subcontracting plan for utilization of certified business enterprises in the performance of a contract shall be subject to the imposition of penalties, including monetary fines of \$15,000 or 5% of the total amount of the work that the Contractor was to subcontract to certified business enterprises, whichever is greater, for each such breach.

H.11 CONTRACTOR RESPONSIBILITIES

H.11.1 The Contractor shall be responsible for providing qualifying personnel to perform the required services.

H.11.2 The Contractor shall be responsible for providing the government with laboratory results within the time as stated in the Scope of Work.

H.11.3 The Contractor shall be responsible for providing reports within the timeframe described in Section C.

H.12 COST OF OPERATION

All costs of operation under this Contract shall be borne by the Contractor. This includes but is not limited to taxes, surcharges, licenses, insurance, transportation, salaries and bonuses.

H.13 CONTRACTOR LICENSE/CLEARANCES

The Contractor shall maintain documentation that he/she possesses adequate training, qualifications and competence to perform the duties to which he/she is assigned and hold current licenses or certification as appropriate.

H.14 PRIVACY AND CONFIDENTIALITY COMPLIANCE

For the purpose of this agreement the DEPARTMENT OF BEHAVIORAL HEALTH (DBH), a covered component within the District of Columbia's Hybrid Entity will be referred to as a "Covered Entity" as that term is defined by the Health Insurance Portability and Accountability Act of 1996, as amended ("HIPAA") and associated regulations promulgated at 45 CFR Parts 160, 162 and 164 as amended (the "HIPAA Regulations") and [INSERT VENDOR INFORMATION], as a recipient of Protected Health Information or electronic Protected Health Information from [DBH], is a "Business Associate" as that term is defined by HIPAA.

Terms used, but not otherwise defined, in this Agreement shall have the same meaning as those terms in the HIPAA Regulations.

1. Definitions:

- a. *Business Associate* means a person or entity, who, on behalf of the District

government or of an organized health care arrangement (as defined in this section) in which the covered entity participates, but other than in the capacity of a member of the workforce of the District or arrangement, creates, receives, maintains, or transmits protected health information for a function or activity for the District, including claims processing or administration, data analysis, processing or administration, utilization review, quality assurance, patient safety activities listed at 42 CFR 3.20, billing, benefit management, practice management, and repricing; or provides, other than in the capacity of a member of the workforce of such covered entity, legal, actuarial, accounting, consulting, data aggregation (as defined in 45 CFR § 164.501), management, administrative, accreditation, or financial services to or for the District, or to or for an organized health care arrangement in which the District participates, where the provision of the service involves the disclosure of protected health information from the District or arrangement, or from another business associate of the District or arrangement, to the person. A covered entity may be a business associate of another covered entity.

A *Business Associate* includes, (i) a Health Information Organization, E-prescribing Gateway, or other person that provides data transmission services with respect to protected health information to a covered entity and that requires access on a routine basis to such protected health information; (ii) a person that offers a personal health record to one or more individuals on behalf of the District; (iii) a subcontractor that creates, receives, maintains, or transmits protected health information on behalf of the business associate.

A *Business Associate* does not include: (i) a health care provider, with respect to disclosures by a covered entity to the health care provider concerning the treatment of the individual; (ii) a plan sponsor, with respect to disclosures by a group health plan (or by a health insurance issuer or HMO with respect to a group health plan) to the plan sponsor, to the extent that the requirements of 45 CFR § 164.504(f) apply and are met; (iii) a government agency, with respect to determining eligibility for, or enrollment in, a government health plan that provides public benefits and is administered by another government agency, or collecting protected health information for such purposes, to the extent such activities are authorized by law; (iv) a covered entity participating in an organized health care arrangement that performs a function, activity or service included in the definition of a Business Associate above for or on behalf of such organized health care arrangement.

- b. *Covered Entity* means a health plan, a health care clearinghouse, or a health care provider who transmits any health information in electronic form in connection with a transaction covered by 45 C.F.R. Parts 160 and 164 of HIPAA. With respect to this HIPAA Compliance Clause, *Covered Entity* shall also include the designated health care components of the District government's hybrid entity or a District agency following HIPAA best practices.
- c. *Data Aggregation* means, with respect to Protected Health Information created or received by a business associate in its capacity as the business associate of a covered entity, the combining of such Protected Health Information by the business associate with the Protected Health Information received by the business associate in its capacity as a business associate of another covered entity, to permit data analyses that relate to the health care operations of the respective covered entities.
- d. *Designated Record Set* means a group of records maintained by or for the Covered

- i. The medical records and billing records about individuals maintained by or for a covered health care provider;
 - ii. The enrollment, payment, claims adjudication, and case or medical management record systems maintained by or for a health plan; or
 - iii. Records used, in whole or in part, by or for the Covered Entity to make decisions about individuals.
- e. *Health Care* means care services, or services, or supplies related to the health of an individual. Health care includes, but is not limited to, the following:
 - iv. Preventive, diagnostic, therapeutic, rehabilitative, maintenance, or palliative care, and counseling, service, assessment, or procedure with respect to the physical or mental condition, or functional status, of an individual or that affects the structure or function of the body; and
 - v. Sale or dispensing of a drug, device, equipment, or other item in accordance with the prescription.
- f. *Health Care Components* means a component or a combination of components of a hybrid entity designated by a hybrid entity. *Health Care Components* must include non-covered functions that provide services to the covered functions for the purpose of facilitating the sharing of Protected Health Information with such functions of the hybrid entity without business associate agreements or individual authorizations.
- g. *Health Care Operations* shall have the same meaning as the term “health care operations” in 45 C.F.R. § 164.501.
- h. *Hybrid Entity* means a single legal entity that is a covered entity and whose business activities include both covered and non-covered functions, and that designates health care components in accordance with 45 C.F.R. § 164.105(a)(2)(iii)(C). A *Hybrid Entity* is required to designate as a health care component, any other components of the entity that provide services to the covered functions for the purpose of facilitating the sharing of Protected Health Information with such functions of the hybrid entity without business associate agreements or individual authorizations. The District of Columbia is a Hybrid Covered Entity. Hybrid Entities are required to designate and include functions, services and activities within its own organization, which would meet the definition of Business Associate and irrespective of whether performed by employees of the Hybrid Entity, as part of its health care components for compliance with the Security Rule and privacy requirements under this Clause.
- i. *Mental Health Information Act* is the law controlling any disclosure of mental health information in the District of Columbia (D.C. Official Code § 7-1201.01 et seq. 2009).
- j. *Record* shall mean any item, collection, or grouping of information that includes Protected Health Information and is maintained, collected, used, or disseminated by or for the Covered Entity.

- k. *Individual* shall have the same meaning as the term “individual” in 45 C.F.R. § 164.501 and shall include a person who qualifies as a personal representative in accordance with 45 C.F.R. § 164.502(g).
- l. *Individually Identifiable Health Information* is information that is health information, including demographic information collected from an individual, and;
 - i. Is created or received by a health care provider, health plan, employer, or health care clearinghouse;
 - ii. Relates to the past, present, or future physical or mental health or condition of an individual; or the past, present, or future payment for the provision of health care to an individual; and
 - iii. That identifies the individual or with respect to which there is a reasonable basis to believe the information can be used to identify the individual.
- m. *National Provider Identifier (NPI) Rule*: “National Provider Identifier” shall mean the Standard Unique Health Identifier for Healthcare Providers; Final Rule at 45 C.F.R. Part 162.
- n. *Privacy and Security Official*. The person or persons designated by the District of Columbia, a *Hybrid Entity*, who is/are responsible for developing, maintaining, implementing and enforcing the District-wide Privacy Policies and Procedures, and for overseeing full compliance with the Privacy and Security Rules, and other applicable federal and state privacy law.
- o. *Privacy Officer*. “Privacy Officer” shall mean the person designated by the District’s Privacy and Security Official or one of the District’s covered components within its Hybrid Entity, who is responsible for overseeing compliance with the Covered Agency’s Privacy Policies and Procedures, the HIPAA Privacy Regulations, HIPAA Security Regulations and other applicable federal and state privacy law(s). Also referred to as the agency Privacy Officer, the individual shall follow the guidance of the District’s Privacy and Security Official, and shall be responsive to and report to the District’s Privacy and Security Official on matters pertaining to HIPAA compliance.
- p. *Privacy Rule*. “Privacy Rule” shall mean the Standards for Privacy of Individually Identifiable Health Information at 45 C.F.R. part 160 and part 164, subparts A and E.
- q. *Protected Health Information*. “Protected Health Information” (PHI) or “Electronic Protected Health Information” (Ephi) means individually identifiable health information that is created or received by the Business Associate from or on behalf of the Covered Entity, or agency following HIPAA best practices, which is:
 - i. Transmitted by, created or maintained in electronic media; or
 - ii. Transmitted or maintained in any other form or medium;
 - iii. Protected Health Information does not include information in the records listed

in subsection (2) of the definition of Protected Health Information in 45 C.F.R. §160.103.

- r. *Required By Law*. “Required By Law” shall have the same meaning as the term “required by law” in 45 C.F.R. § 164.103, and shall include the MHIA and 42 CFR Part 2 as applicable.
- s. *Secretary*. “Secretary” shall mean the Secretary of the United States Department of Health and Human Services or his or her designee.
- t. *Security Officer*. The person designated by the Security Official or one of the District of Columbia’s designated health care components, who is responsible for overseeing compliance with the Covered Agency’s Privacy Policies and Procedures, the Security Rules, and other applicable federal and state privacy law(s). The Covered Agency’s security officer shall follow the guidance of the District’s Security Official, as well as the Associate Security Official within the Office of the Chief Technology Officer, and shall be responsive to the same on matters pertaining to HIPAA compliance.
- u. *Security Rule*. “Security Rule” shall mean the Standards for Security of Individually Identifiable Health Information at 45 C.F.R. part 164.
- v. *Workforce*. “Workforce” shall mean employees, volunteers, trainees, and other persons whose conduct, in the performance of work for a covered entity or business associate, is under the direct control of such entity, whether or not they are paid by the covered entity or business associate.

2. Obligations and Activities of Business Associate

- a. The Business Associate agrees not to use or disclose Protected Health Information or electronic Protected Health Information (hereinafter “PHI” or Protected Health Information”) other than as permitted or required by this HIPAA Compliance Clause or as Required By Law.
- b. The Business Associate agrees to use appropriate safeguards and comply with administrative, physical, and technical safeguards requirements in 45 C.F.R. §§ 164.308, 164.310, 164.312 and 164.316 as required by § 13401 of the Health Information Technology Economic and Clinical Health ACT (February 18, 2010) (“HITECH”), to maintain the security of the Protected Health Information and to prevent use or disclosure of such Protected Health Information other than as provided for by this Clause. Business Associate acknowledges that, pursuant to HITECH, it must comply with the Security Rule and privacy provisions detailed in this Clause. As such, Business Associate is under the jurisdiction of the United States Department of Health and Human Services and is directly liable for its own compliance. A summary of HIPAA Security Rule standards, found at Appendix A to Subpart C of 45 C.F.R. Part 164 is as follows:

Administrative Safeguards Security Management Process	164.308(a)(1)	Risk Analysis (R) Risk Management (R) Sanction Policy (R) Information System Activity Review (R)
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Assigned Security Responsibility	164.308(a)(2)	(R)
Workforce Security	164.308(a)(3)	Authorization and/or Supervision (A) Workforce Clearance Procedure Termination Procedures (A)
Information Access Management	164.308(a)(4)	Isolating Health care Clearinghouse Function (R) Access Authorization (A) Access Establishment and Modification (A)
Security Awareness and Training	164.308(a)(5)	Security Reminders (A) Protection from Malicious Software (A) Log-in Monitoring (A) Password Management (A)
Security Incident Procedures	164.308(a)(6)	Response and Reporting (R)
Contingency Plan	164.308(a)(7)	Data Backup Plan (R) Disaster Recovery Plan (R) Emergency Mode Operation Plan (R) Testing and Revision Procedure (A) Applications and Data Criticality Analysis (A)
Evaluation	164.308(a)(8)	(R)
Business Associate Contracts and Other Arrangement	164.308(b)(1)	Written Contract or Other Arrangement (R)

Physical Safeguards

Facility Access Controls	164.310(a)(1)	Contingency Operations (A) Facility Security Plan (A) Access Control and Validation Procedures (A) Maintenance Records (A)
Workstation Use	164.310(b)	(R)
Workstation Security	164.310(c)	(R)
Device and Media Controls	164.310(d)(1)	Disposal (R) Media Re-use (R) Accountability (A) Data Backup and Storage (A)

Technical Safeguards

(see § 164.312) Access Control	164.312(a)(1)	Unique User Identification (R) Emergency Access Procedure (R) Automatic Logoff (A) Encryption and Decryption (A)
Audit Controls	164.312(b)	(R)
Integrity	164.312(c)(1)	Mechanism to Authenticate Electronic Protected Health Information (A)
Person or Entity Authentication	164.312(d)	(R)
Transmission Security	164.312(e)(1)	Integrity Controls (A) Encryption (A)

- c. The Business Associate agrees to name Privacy and/or Security Officer who is accountable for developing, maintaining, implementing, overseeing the compliance of

and enforcing compliance with this Clause, the Security Rule and other applicable federal and state privacy laws within the Business Associate's business. The Business associate reports violations and conditions to the District-wide Privacy and Security Official and/or the Agency Privacy Officer of the covered component within the District's Hybrid Entity.

- d. The Business Associate agrees to establish procedures for mitigating, and to mitigate to the extent practicable, any deleterious effects that is known to the Business Associate of a use or disclosure of Protected Health Information by the Business Associate in violation of the requirements of this Clause.
- e. The Business Associate agrees to report to Covered Entity, in writing, any use or disclosure of the Protected Health Information not permitted or required by this HIPAA Compliance Clause or other incident or condition arising out the Security Rule, including breaches of unsecured protected health information as required at 45 CFR 164.410, to the District-wide Privacy and Security Official or agency Privacy Officer within five (5) days from the time the Business Associate becomes aware of such unauthorized use or disclosure. However, if the Business Associate is an agent of the District (i.e., performing delegated essential governmental functions), the Business Associate must report the incident or condition immediately. Upon the determination of an actual data breach, and in consultation with the District's Privacy and Security Official, the Business Associate will handle breach notifications to individuals, the HHS Office for Civil Rights (OCR), and potentially the media, on behalf of the District.
- f. The Business Associate agrees to ensure that any workforce member or any agent, including a subcontractor, agrees to the same restrictions and conditions that apply through this Clause with respect to Protected Health Information received from the Business Associate, Protected Health Information created by the Business Associate, or Protected Health Information received by the Business Associate on behalf of the Covered Entity.
- g. In accordance with 45 CFR 164.502(e)(1)(ii) and 164.308(b)(2), if applicable, ensure that any subcontractors that create, receive, maintain, or transmit protected health information on behalf of the business associate agree to the same restrictions, conditions, and requirements that apply to the business associate with respect to such information.
- h. Initially, within ten (10) days following the commencement of this Contract, or within ten (10) days of a new or updated agreement with a subcontractor, the Business Associate agrees to provide the District a list of all subcontractors who meet the definition of a Business Associate. Additionally, Business Associate agrees to ensure its subcontractors understanding of liability and monitor, where applicable, compliance with the Security Rule and applicable privacy provisions in this Clause.
- i. The Business Associate agrees to provide access within five business days, at the request of the Covered Entity or an Individual, **at a mutually agreed upon location, during normal business hours, and in a format** [as directed by the District Privacy Official or agency Privacy Officer, or as otherwise mandated by the Privacy Rule or applicable District of Columbia laws, rules and regulations, to Protected Health Information in a Designated Record Set, to the Covered Entity or an Individual, to facilitate the District's compliance with the requirements under 45 C.F.R. §164.524.

- j. The Business Associate agrees to make any amendment(s) within five business days to the Protected Health Information in a Designated Record Set that the Covered Entity directs or agrees to pursuant to 45 CFR 164.526 **in a format** *[agency should insert appropriate terms for amendment if applicable]* or as directed by the District Privacy Official or agency Privacy Officer in order to facilitate the District's compliance with the requirements under 45 C.F.R. §164.526.
- k. The Business Associate agrees to use the standard practices of the Covered Entity to verify the identification and authority of an Individual who requests the Protected Health Information in a Designated Record Set of a recipient of services from or through the Covered Entity. The Business Associate agrees to comply with the applicable portions of the *[Insert Applicable Agency Identity and Procedure Verification Policy]*, attached hereto as Exhibit C and incorporated by reference.
- l. The Business Associate agrees to record authorizations and log such disclosures of Protected Health Information and information related to such disclosures as would be required for the Covered Entity to respond to a request by an Individual for an accounting of disclosures of Protected Health Information in accordance with 45 C.F.R. § 164.528 and applicable District of Columbia laws, rules and regulations.
- m. The Business Associate agrees to provide to the Covered Entity or an Individual, within five (5) business days of a request **at a mutually agreed upon location, during normal business hours, and in a format designated** *[delete bolded material and insert agency appropriate terms if applicable]* by the District's Privacy and Security Official or agency Privacy Officer and the duly authorized Business Associate workforce member, information collected in accordance with Paragraph (i) of this Section above, to permit the Covered Entity to respond to a request by an Individual for an accounting of disclosures of Protected Health Information in accordance with 45 C.F.R. § 164.528, and applicable District of Columbia laws, rules and regulations.
- n. The Business Associate agrees to make internal practices, books, and records, including policies and procedures, and Protected Health Information, relating to the use and disclosure of Protected Health Information received from the Business Associate, or created, or received by the Business Associate on behalf of the Covered Entity, available to the Covered Entity, or to the Secretary, within five (5) business days of their request and **at a mutually agreed upon location, during normal business hours, and in a format designated** *[delete bolded material and insert negotiated terms if applicable]* by the District Privacy and Security Official or agency Privacy Officer and the duly authorized Business Associate workforce member, or in a time and manner designated by the Secretary, for purposes of the Secretary in determining compliance of the Covered Entity with the Privacy Rule.
- o. To the extent the business associate is to carry out one or more of covered entity's obligation(s) under Subpart E of 45 CFR Part 164, the business associate agrees to comply with the requirements of Subpart E that apply to the covered entity in the performance of such obligation(s).
- p. As deemed necessary by the District, the Business Associate agrees to the monitoring and auditing of items listed in paragraph 2 of this Clause, as well as data systems storing or transmitting protected health information, to verify compliance.
- q. The Business Associate may aggregate Protected Health Information in its possession

with the Protected Health Information of other Covered Entities that Business Associate has in its possession through its capacity as a Business Associate to other Covered Entities provided that the purpose of the aggregation is to provide the Covered Entity with data analyses to the Health Care Operations of the Covered Entity. Under no circumstances may the Business Associate disclose Protected Health Information of one Covered Entity to another Covered Entity absent the explicit written authorization and consent of the Privacy Officer or a duly authorized workforce member of the Covered Entity.

- r. Business Associate may de-identify any and all Protected Health Information provided that the de-identification conforms to the requirements of 45 C.F.R. § 164.514(b) and any associated HHS guidance. Pursuant to 45 C.F.R. § 164.502(d)(2), de-identified information does not constitute Protected Health Information and is not subject to the terms of this HIPAA Compliance Clause.

3. Permitted Uses and Disclosures by the Business Associate

- a. Except as otherwise limited in this HIPAA Compliance Clause, the Business Associate may use or disclose Protected Health Information to perform functions, activities, or services for, or on behalf of, the Covered Entity as specified in the Contract, provided that such use or disclosure would not violate Subpart E of 45 CFR Part 164 if the same activity were performed by the Covered Entity or would not violate the minimum necessary policies and procedures of the Covered Entity.
- b. Except as otherwise limited in this HIPAA Compliance Clause, the Business Associate may use Protected Health Information for the proper management and administration of the Business Associate or to carry out the legal responsibilities of the Business Associate.
- c. Except as otherwise limited in this HIPAA Compliance Clause, the Business Associate may disclose Protected Health Information for the proper management and administration of the Business Associate, provided that the disclosures are Required By Law, or the Business Associate obtains reasonable assurances from the person to whom the information is disclosed that it will remain confidential and used, or further disclosed, only as Required By Law, or for the purpose for which it was disclosed to the person, and the person notifies the Business Associate of any instances of which it has knowledge that the confidentiality of the information has been breached.
- d. Except as otherwise limited in this HIPAA Compliance Clause, the Business Associate may use Protected Health Information to provide Data Aggregation services to the Covered Entity as permitted by 45 C.F.R. § 164.504(e)(2)(i)(B).
- e. Business Associate may use Protected Health Information to report violations of the Law to the appropriate federal and District of Columbia authorities, consistent with 45 C.F.R. § 164.502(j)(1).

4. Additional Obligations of the Business Associate

- a. Business Associate shall submit a written report to the Covered Entity that identifies the files and reports that constitute the Designated Record Set of the Covered Entity. Business Associate shall submit said written report to the Privacy Officer no later

than thirty (30) days after the commencement of the HIPAA Compliance Clause. In the event that Business Associate utilizes new files or reports which constitute the Designated Record Set, Business Associate shall notify the Covered Entity of said event within thirty (30) days of the commencement of the file's or report's usage. The Designated Record Set file shall include, but not be limited to the identity of the following:

- i. Name of the Business Associate of the Covered Entity;
 - ii. Title of the Report/File;
 - iii. Confirmation that the Report/File contains Protected Health Information (Yes or No);
 - iv. Description of the basic content of the Report/File;
 - v. Format of the Report/File (Electronic or Paper);
 - vi. Physical location of Report/File;
 - vii. Name and telephone number of current member(s) of the workforce of the Covered Entity or other District of Columbia Government agency responsible for receiving and processing requests for Protected Health Information; and
 - viii. Supporting documents if the recipient/personal representative has access to the Report/File.
- b. Business Associate must provide assurances to the Covered Entity that it will continue to employ sufficient administrative, technical and physical safeguards, as described under the Security Rule, to protect and secure (the Covered Entity's) ePHI entrusted to it. These safeguards include:
- i. The Business Associate agrees to administrative, physical, and technical safeguards that reasonably and appropriately protect the confidentiality, integrity, and availability of the ePHI that the Business Associate creates, receives, maintains or transmits on behalf of the covered entity.
 - ii. The Business Associate agrees to report to the covered entity any security incident of which it becomes aware, including any attempts to access ePHI, whether those attempts were successful or not.
 - iii. This Business Associate Agreement may be terminated if the covered entity determines that the business associate has materially breached the agreement.
 - iv. The Business Associate agrees to make all policies and procedures, and documents relating to security, available to the Secretary of HHS for the purposes of determining the covered entity's compliance with HIPAA.
 - v. This agreement continues in force for as long as the Business Associate retains any access to the Covered Entity's ePHI.
 - vi. With respect to the subset of PHI known as electronic PHI (ePHI) as defined by HIPAA Security Standards at 45 C.F.R. Parts 160 and 164, subparts A and C (the "Security Rule"), if in performing the Services, Business Associate, its employees, agents, subcontractors and any other individual permitted by Business Associate will have access to any computer system, network, file, data

or software owned by or licensed to Provider that contains ePHI, or if Business Associate otherwise creates, maintains, or transmits ePHI on Provider's behalf, Business Associate shall take reasonable security measures necessary to protect the security of all such computer systems, networks, files, data and software. With respect to the security of ePHI, Business Associate shall: (A) Implement administrative, physical and technical safeguards that reasonably and appropriately protect the confidentiality, integrity, and availability of the ePHI that it creates, receives, maintains, or transmits on behalf of the Provider; (B) Ensure that any agent, including a subcontractor, to whom it provides such information agrees to implement reasonable and appropriate safeguards to protect it; and (C) Report to the Provider any security incident of which it becomes aware.

vii. Business Associate agrees not to electronically transmit or permit access to PHI unless such transmission or access is authorized by this Addendum and the Agreement and further agrees that it shall only transmit or permit such access if such information is secured in a manner that is consistent with applicable law, including the Security Rule. For purposes of this Addendum, "encrypted" shall mean the reversible conversion of readable information into unreadable, protected form so that only a recipient who has the appropriate "key" can convert the information back into original readable form. If the Covered Entity stores, uses or maintains PHI in encrypted form, or in any other secured form acceptable under the security regulations, Covered Entity shall promptly, at request, provide with the key or keys to decrypt such information and will otherwise assure that such PHI is accessible upon reasonable request.

viii. In the event Business Associate performs functions or activities involving the use or disclosure of PHI on behalf of Covered Entity that involve the installation or maintenance of any software (as it functions alone or in combination with any hardware or other software), Business Associate shall ensure that all such software complies with all applicable standards and specifications required by the HIPAA Regulations and shall inform the Covered Entity of any software standards or specifications not compliant with the HIPAA Regulations.

c. At the request of the Covered Entity, the Business Associate agrees to amend this agreement to comply with all HIPAA mandates.

5. Sanctions

Business Associate agrees that its workforce members, agents and subcontractors who violate the provisions of HIPAA or other applicable federal or state privacy law will be subject to discipline in accordance with Business Associate's Personnel Policy and applicable collective bargaining agreements. Business Associate agrees to impose sanctions consistent with Business Associate's personnel policies and procedures and applicable collective bargaining agreements with respect to persons employed by it. Members of the Business Associate Workforce who are not employed by Business Associate are subject to the policies and applicable sanctions for violation of this Compliance Clause as set forth in business associate agreements. In the event Business Associate imposes sanctions against any member of its workforce, agents and subcontractors for violation of the provisions of HIPAA or other applicable federal or state privacy laws, the Business Associate shall inform the District Privacy Official or the agency Privacy Officer of the imposition of sanctions.

6. Obligations of the Covered Entity

- a. The Covered Entity shall notify the Business Associate of any limitation(s) in its Notice of Privacy Practices of the Covered Entity in accordance with 45 C.F.R. § 164.520, to the extent that such limitation may affect the use or disclosure of Protected Health Information by the Business Associate.
- b. The Covered Entity shall notify the Business Associate of any changes in, or revocation of, permission by the Individual to the use or disclosure of Protected Health Information, to the extent that such changes may affect the use or disclosure of Protected Health Information by the Business Associate.
- c. The Covered Entity shall notify the Business Associate of any restriction to the use or disclosure of Protected Health Information that the Covered Entity has agreed to in accordance with 45 C.F.R. § 164.522, to the extent that such restriction may affect the use or disclosure of Protected Health Information by the Business Associate.

7. Permissible Requests by Covered Entity

Covered Entity shall not request the Business Associate to use or disclose Protected Health Information in any manner that would not be permissible under the Privacy Rule and Subpart E of 45 CFR Part 164 if done by the Covered Entity.

8. Representations and Warranties

The Business Associate represents and warrants to the Covered Entity:

- a. That it is duly organized, validly existing, and in good standing under the laws of the jurisdiction in which it is organized or licensed, it has the full power to enter into this HIPAA Compliance Clause and it, its employees, agents, subcontractors, representatives and members of its workforce are licensed and in good standing with the applicable agency, board, or governing body to perform its obligations hereunder, and that the performance by it of its obligations under this HIPAA Compliance Clause has been duly authorized by all necessary corporate or other actions and will not violate any provision of any license, corporate charter or bylaws;
- b. That it, its employees, agents, subcontractors, representatives and members of its workforce are in good standing with the District of Columbia, that it, its employees, agents, subcontractors, representatives and members of its workforce will submit a letter of good standing from the District of Columbia, and that it, its employees, agents, subcontractors, representatives and members of its workforce have not been de-barred from being employed as a contractor by the federal government or District of Columbia;
- c. That neither the execution of this HIPAA Compliance Clause, nor its performance hereunder, will directly or indirectly violate or interfere with the terms of another agreement to which it is a party, or give any governmental entity the right to suspend, terminate, or modify any of its governmental authorizations or assets required for its performance hereunder. The Business Associate represents and warrants to the Covered Entity that it will not enter into any agreement the

execution or performance of which would violate or interfere with this HIPAA Compliance Clause;

- d. That it is not currently the subject of a voluntary or involuntary petition in bankruptcy, does not currently contemplate filing any such voluntary petition, and is not aware of any claim for the filing of an involuntary petition;
- e. That all of its employees, agents, subcontractors, representatives and members of its workforce, whose services may be used to fulfill obligations under this HIPAA Compliance Clause are or shall be appropriately informed of the terms of this HIPAA Compliance Clause and are under legal obligation to the Business Associate, by contract or otherwise, sufficient to enable the Business Associate to fully comply with all provisions of this HIPAA Compliance Clause. Modifications or limitations that the Covered Entity has agreed to adhere to with regards to the use and disclosure of Protected Health Information of any individual that materially affects or limits the uses and disclosures that are otherwise permitted under the Privacy Rule will be communicated to the Business Associate, in writing, and in a timely fashion;
- f. That it will reasonably cooperate with the Covered Entity in the performance of the mutual obligations under this Agreement;
- g. That neither the Business Associate, nor its shareholders, members, directors, officers, agents, subcontractors, employees or members of its workforce have been excluded or served a notice of exclusion or have been served with a notice of proposed exclusion, or have committed any acts which are cause for exclusion, from participation in, or had any sanctions, or civil or criminal penalties imposed under, any federal or District healthcare program, including but not limited to Medicare or Medicaid, or have been convicted, under federal or District law (including without limitation following a plea of *nolo contendere* or participation in a first offender deferred adjudication or other arrangement whereby a judgment of conviction has been withheld), of a criminal offense related to (a) the neglect or abuse of a patient, (b) the delivery of an item or service, including the performance of management or administrative services related to the delivery of an item or service, under a federal or District healthcare program, (c) fraud, theft, embezzlement, breach of fiduciary responsibility, or other financial misconduct in connection with the delivery of a healthcare item or service or with respect to any act or omission in any program operated by or financed in whole or in part by any federal, District or local government agency, (d) the unlawful, manufacture, distribution, prescription or dispensing of a controlled substance, or (e) interference with or obstruction of any investigation into any criminal offense described in (a) through (d) above. The Business Associate further agrees to notify the Covered Entity immediately after the Business Associate becomes aware that any of the foregoing representations and warranties may be inaccurate or may become incorrect.

9. Term and Termination

- a. *Term.* The requirements of this HIPAA Compliance Clause shall be effective as of the date of the contract award, and shall terminate when all of the Protected Health Information provided by the Covered Entity to the Business Associate, or created or received by the Business Associate on behalf of the Covered Entity, is confidentially destroyed or returned to the Covered Entity within five (5) business

days of its request. The Protected Health Information shall be returned in a format mutually agreed upon by and between the Privacy Official and/or Privacy Officer or his or her designee and the appropriate and duly authorized workforce member of the Business Associate. If it is infeasible to return or confidentially destroy the Protected Health Information, protections shall be extended to such information, in accordance with the termination provisions in this Section and communicated to the Privacy Official or Privacy Officer or his or her designee. The requirement to return Protected Health Information to the District at the end of the contract term or if the contract is terminated applies irrespective of whether the Business Associate is also a covered entity under HIPAA. Where a business associate is also a covered entity, Protected Health Information provided by the District, or created or received by the Business Associate on behalf of the District, a duplicate of the record may be acceptable if mutually agreed.

- b. *Termination for Cause.* Upon the Covered Entity's knowledge of a material breach of this HIPAA Compliance Clause by the Business Associate, the Covered Entity shall either:
 - i. Provide an opportunity for the Business Associate to cure the breach or end the violation and terminate the Contract if the Business Associate does not cure the breach or end the violation within the time specified by the Covered Entity; or
 - ii. Immediately terminate the Contract if the Business Associate breaches a material term of this HIPAA Compliance Clause and a cure is not possible.

If neither termination nor cure is feasible, the Covered Entity shall report the violation to the Secretary.

- c. *Effect of Termination.*
 - i. Except as provided in paragraph (ii) of this section, upon termination of the Contract, for any reason, the Business Associate shall return in **a mutually agreed upon format or confidentially destroy** *[delete bolded material and insert negotiated terms and conditions if applicable]* all Protected Health Information received from the Covered Entity, or created or received by the Business Associate on behalf of the Covered Entity within five (5) business days of termination. This provision shall apply to Protected Health Information that is in the possession of ALL subcontractors, agents or workforce members of the Business Associate. The Business Associate shall retain no copies of Protected Health Information in any form.
 - ii. In the event that the Business Associate determines that returning or destroying the Protected Health Information is infeasible, the Business Associate shall provide to the Covered Entity written notification of the conditions that make the return or confidential destruction infeasible. Upon determination by the agency Privacy Officer that the return or confidential destruction of the Protected Health Information is infeasible, the Business Associate shall extend the protections of this HIPAA Compliance Clause to such Protected Health Information and limit further uses and disclosures of such Protected Health Information for so long as the Business Associate maintains such Protected Health Information. Additionally, the Business Associate shall:

- (1) Retain only that protected health information which is necessary for business associate to continue its proper management and administration or to carry out its legal responsibilities;
- (2) Return to covered entity [or, if agreed to by covered entity, destroy] the remaining protected health information that the business associate still maintains in any form;
- (3) Continue to use appropriate safeguards and comply with Subpart C of 45 CFR Part 164 with respect to electronic protected health information to prevent use or disclosure of the protected health information, other than as provided for in this Section, for as long as business associate retains the protected health information;
- (4) Not use or disclose the protected health information retained by business associate other than for the purposes for which such protected health information was retained and subject to the same conditions set out at [Insert section number related to paragraphs (e) and (f) above under "Permitted Uses and Disclosures By Business Associate"] which applied prior to termination; and
- (5) Return to covered entity [or, if agreed to by covered entity, destroy] the protected health information retained by business associate when it is no longer needed by business associate for its proper management and administration or to carry out its legal responsibilities.

The obligations outlined in Section 2. Obligations and Activities of Business Associate shall survive the termination of this Contract.

10. Miscellaneous

- a. *Regulatory References.* A reference in this HIPAA Compliance Clause to a section in the Privacy Rule means the section as in effect or as amended.
- b. *Amendment.* The Parties agree to take such action as is necessary to amend this HIPAA Compliance Clause from time to time as is necessary for the Covered Entity to comply with the requirements of the Privacy Rule and HIPAA. Except for provisions required by law as defined herein, no provision hereof shall be deemed waived unless in writing and signed by duly authorized representatives of the Parties. A waiver with respect to one event shall not be construed as continuing, or as a bar to or waiver of any other right or remedy under this HIPAA Compliance Clause.
- c. *Survival.* The respective rights and obligations of the Business Associate under Section 9. Term and Termination of this HIPAA Compliance Clause and Sections 9 and 20 of the Standard Contract Provisions for use with the District of Columbia Government Supply and Services Contracts, effective April 2003, shall survive termination of the Contract.
- d. *Interpretation.* Any ambiguity in this HIPAA Compliance Clause shall be resolved to permit compliance with applicable federal and District of Columbia laws, rules and regulations, and the HIPAA Rules, and any requirements, rulings,

interpretations, procedures, or other actions related thereto that are promulgated, issued or taken by or on behalf of the Secretary; provided that applicable federal and District of Columbia laws, rules and regulations shall supersede the Privacy Rule if, and to the extent that they impose additional requirements, have requirements that are more stringent than or provide greater protection of patient privacy or the security or safeguarding of Protected Health Information than those of the HIPAA Rules.

The terms of this HIPAA Compliance Clause amend and supplement the terms of the Contract, and whenever possible, all terms and conditions in this HIPAA Compliance Clause are to be harmonized. In the event of a conflict between the terms of the HIPAA Compliance Clause and the terms of the Contract, the terms of this HIPAA Compliance Clause shall control; provided, however, that this HIPAA Compliance Clause shall not supersede any other federal or District of Columbia law or regulation governing the legal relationship of the Parties, or the confidentiality of records or information, except to the extent that the Privacy Rule preempts those laws or regulations. In the event of any conflict between the provisions of the Contract (as amended by this HIPAA Compliance Clause) and the Privacy Rule, the Privacy Rule shall control.

- e. *No Third-Party Beneficiaries.* The Covered Entity and the Business Associate are the only parties to this HIPAA Compliance Clause and are the only parties entitled to enforce its terms. Except for the rights of Individuals, as defined herein, to have access to and amend their Protected Health Information, and to an accounting of the uses and disclosures thereof, in accordance with Paragraphs (2)(f), (g) and (j), nothing in the HIPAA Compliance Clause gives, is intended to give, or shall be construed to give or provide any benefit or right, whether directly, indirectly, or otherwise, to third persons.
- f. *Compliance with Applicable Law.* The Business Associate shall comply with all federal and District of Columbia laws, regulations, executive orders and ordinances, as they may be amended from time to time during the term of this HIPAA Compliance Clause and the Contract; to the extent they are applicable to this HIPAA Compliance Clause and the Contract.
- g. *Governing Law and Forum Selection.* This Contract shall be construed broadly to implement and comply with the requirements relating to the Privacy Rule, and other applicable laws and regulations. All other aspects of this Contract shall be governed under the laws of the District of Columbia. The Covered Entity and the Business Associate agree that all disputes which cannot be amicably resolved by the Covered Entity and the Business Associate regarding this HIPAA Compliance Clause shall be litigated before the District of Columbia Contract Appeals Board, the District of Columbia Court of Appeals, or the United States District Court for the District of Columbia having jurisdiction, as the case may be. The Covered Entity and the Business Associate expressly waive any and all rights to initiate litigation, arbitration, mediation, negotiations and/or similar proceedings outside the physical boundaries of the District of Columbia and expressly consent to the jurisdiction of the above tribunals.
- h. *Indemnification.* The Business Associate shall indemnify, hold harmless and defend the Covered Entity from and against any and all claims, losses, liabilities, costs, and other expenses incurred as a result or arising directly or indirectly out of or in

connection with (a) any misrepresentation, breach of warranty or non-fulfillment of any undertaking of the Business Associate under this HIPAA Compliance Clause; and (b) any claims, demands, awards, judgments, actions and proceedings made by any person or organization, arising out of or in any way connected with the performance of the Business Associate under this HIPAA Compliance Clause.

- i. *Injunctive Relief.* Notwithstanding any rights or remedies under this HIPAA Compliance Clause or provided by law, the Covered Entity retains all rights to seek injunctive relief to prevent or stop the unauthorized use or disclosure of Protected Health Information by the Business Associate, its workforce, any of its subcontractors, agents, or any third party who has received Protected Health Information from the Business Associate.
- j. *Assistance in litigation or administrative proceedings.* The Business Associate shall make itself and any agents, affiliates, subsidiaries, subcontractors or its workforce assisting the Business Associate in the fulfillment of its obligations under this HIPAA Compliance Clause and the Contract, available to the Covered Entity, to testify as witnesses, or otherwise, in the event of litigation or administrative proceedings being commenced against the Covered Entity, its directors, officers or employees based upon claimed violation of HIPAA, the Privacy Rule or other laws relating to security and privacy, except where the Business Associate or its agents, affiliates, subsidiaries, subcontractors or its workforce are a named adverse party.
- k. *Notices.* Any notices between the Parties or notices to be given under this HIPAA Compliance Clause shall be given in writing and delivered by personal courier delivery or overnight courier delivery, or by certified mail with return receipt requested, to the Business Associate or to the Covered Entity, to the addresses given for each Party below or to the address either Party hereafter gives to the other Party. Any notice, being addressed and mailed in the foregoing manner, shall be deemed given five (5) business days after mailing. Any notice delivered by personal courier delivery or overnight courier delivery shall be deemed given upon notice upon receipt.

If to the Business Associate, to

Attention: _____

Fax: _____

If to the Covered Entity, to

Attention: _____

Fax: _____

- l. *Headings.* Headings are for convenience only and form no part of this HIPAA Compliance Clause and shall not affect its interpretation.
- m. *Counterparts; Facsimiles.* This HIPAA Compliance Clause may be executed in any number of counterparts, each of which shall be deemed an original. Facsimile copies hereof shall be deemed to be originals.
- n. *Successors and Assigns.* The provisions of this HIPAA Compliance Clause shall be binding upon and shall inure to the benefit of the Parties hereto and their respective successors and permitted assigns, if any.
- o. *Severance.* In the event that any provision of this HIPAA Compliance Clause is held

by a court of competent jurisdiction to be invalid or unenforceable, the remainder of the provisions of this HIPAA Compliance Clause will remain in full force and effect. In addition, in the event a Party believes in good faith that any provision of this HIPAA Compliance Clause fails to comply with the then-current requirements of the Privacy Rule, such party shall notify the other Party in writing, in the manner set forth in Section 10. Miscellaneous, Paragraph k. Notices. Within ten (10) business days from receipt of notice, the Parties shall address in good faith such concern and amend the terms of this HIPAA Compliance Clause, if necessary to bring it into compliance. If, after thirty (30) days, the HIPAA Compliance Clause fails to comply with the Privacy Rule, then either Party has the right to terminate this HIPAA Compliance Clause upon written notice to the other Party.

- p. *Independent Contractor.* The Business Associate will function as an independent contractor and shall not be considered an employee of the Covered Entity for any purpose. Nothing in this HIPAA Compliance Clause shall be interpreted as authorizing the Business Associate workforce, its subcontractor(s) or its agent(s) or employee(s) to act as an agent or representative for or on behalf of the Covered Entity.
- q. *Entire Agreement.* This HIPAA Compliance Clause, as may be amended from time to time pursuant to Section 10. Miscellaneous, Paragraph b. Amendment, which incorporates by reference the Contract, and specific procedures from the District of Columbia Department of Health Privacy Policy Operations Manual, constitutes the entire agreement and understanding between the Parties and supersedes all prior oral and written agreements and understandings between them with respect to applicable District of Columbia and federal laws, rules and regulations, HIPAA and the Privacy Rule, and any rules, regulations, requirements, rulings, interpretations, procedures, or other actions related thereto that are promulgated, issued or taken by or on behalf of the Secretary.

Identity and Procedure Verification: <http://dmh1.dc.gov/node/682752>

- (1) materially false statement; or (iii) fails to meet its subcontracting requirements.
- (2) A Contractor that is found to have breached its subcontracting plan for utilization of CBEs in the performance of a contract shall be subject to the imposition of penalties, including monetary fines in accordance with D.C. Official Code § 2- 218.63.
- (3) If the Director/ACCO determines the Contractor's failure to be a material breach of the contract, the Director/ACCO shall have cause to terminate the contract under the default provisions in clause 8 of the SCP, Default.

H.1 Purchases of Equipment

Unless otherwise specified in the Statement of Work/Specifications, Contractor shall provide only the most current models, components and accessories in new, fully operational, factory sealed condition, with all applicable licenses. The Contractor represents and warrants that the equipment is eligible for the manufacturer's normal

and extended warranty and support within the United States to Authorized Users. Previously owned, damaged, refurbished, remanufactured, counterfeit, "gray market" or substitute third party items shall not be accepted. The bidder shall provide evidence of its authorized reseller agreement or certification with its bid.

H.5 DISTRICT RESPONSIBILITIES

The District shall provide sufficient space and adequate storage for the equipment described herein.

H.6 CONTRACTOR RESPONSIBILITIES

The Contractor must refer to contract section C for applicable requirements and responsibilities.

SECTION I: CONTRACT CLAUSES

I.1 APPLICABILITY OF STANDARD CONTRACT PROVISIONS

The Standard Contract Provisions for use with District of Columbia Government Supplies and Services Contracts dated March 2007 (“SCP”) are incorporated as part of the Contract. To obtain a copy of the SCP go to www.ocp.dc.gov, click on OCP Policies under the heading “Information”, then click on “Standard Contract Provisions – Supplies and Services Contracts”.

I.2 CONTRACTS THAT CROSS FISCAL YEARS

Continuation of this Contract beyond the end of the current fiscal year (September 30, 2015) is contingent upon future fiscal appropriations.

I.3 CONFIDENTIALITY OF INFORMATION

The Contractors shall keep all information relating to any employee or customer of the District in absolute confidence and shall not use the information in connection with any other matters; nor shall it disclose any such information to any other person, firm or corporation, in accordance with the District and federal laws governing the confidentiality of records.

I.4 TIME

Time, if stated in a number of days, shall include Saturdays, Sundays and holidays, unless otherwise stated herein.

I.5 RIGHTS IN DATA

I.5.1 “Data,” as used herein, means recorded information, regardless of form or the media on which it may be recorded. The term includes technical data and computer software. The term does not include information incidental to contract administration, such as financial, administrative, cost or pricing, or management information.

I.5.2 The term “Technical Data”, as used herein, means recorded information, regardless of form or characteristic, of a scientific or technical nature. It may, for example, document research, experimental, developmental or engineering work, or be usable or used to define a design or process or to procure, produce, support, maintain, or operate material. The data may be graphic or pictorial delineations in media such as drawings or photographs, text in specifications or related performance or design type documents or computer printouts. Examples of technical data include research and engineering data, engineering drawings and associated lists, specifications, standards, process sheets, manuals, technical reports, catalog item identifications and related information and computer software documentation. Technical data does not include computer software or financial, administrative, cost and pricing and management data or other information incidental to contract administration.

I.5.3 The term “Computer Software”, as used herein means computer programs and

computer databases. "Computer Programs", as used herein means a series of instructions or statements in a form acceptable to a computer, designed to cause the computer to execute an operation or operations. "Computer Programs" include operating systems, assemblers, compilers, interpreters, data management systems, utility programs, sort merge programs and automated data processing equipment maintenance diagnostic programs, as well as applications programs such as payroll, inventory control and engineering analysis programs. Computer programs may be either machine-dependent or machine-independent and may be general purpose in nature or designed to satisfy the requirements of a particular user.

- I.5.4** The term "computer databases", as used herein, means a collection of data in a form capable of being processed and operated on by a computer.
- I.5.5** All data first produced in the performance of this Contract shall be the sole property of the District. The Contractors hereby acknowledges that all data, including, without limitation, computer program codes, produced by Contractor for the District under this Contract, are works made for hire and are the sole property of the District; but, to the extent any such data may not, by operation of law, be works made for hire, Contractor hereby transfers and assigns to the District the ownership of copyright in such works, whether published or unpublished. The Contractor agrees to give the District all assistance reasonably necessary to perfect such rights including, but not limited to, the works and supporting documentation and the execution of any instrument required to register copyrights. The Contractor agrees not to assert any rights in common law or in equity in such data. The Contractor shall not publish or reproduce such data in whole or in part or in any manner or form, or authorize others to do so, without written consent of the District until such time as the District may have released such data to the public.
- I.5.6** The District shall have restricted rights in data, including computer software and all accompanying documentation, manuals and instructional materials, listed or described in a license or agreement made a part of this Contract, which the parties have agreed shall be furnished with restricted rights, provided however, notwithstanding any contrary provision in any such license or agreement, such restricted rights shall include, as a minimum the right to:
- I.5.6.1** Use the computer software and all accompanying documentation and manuals or instructional materials with the computer for which or with which it was acquired, including use at any District installation to which the computer may be transferred by the District;
- I.5.6.2** Use the computer software and all accompanying documentation and manuals or instructional materials with a backup computer if the computer for which or with which it was acquired is inoperative;
- I.5.6.3** Copy computer programs for safekeeping (archives) or backup purposes; and modify the computer software and all accompanying documentation and manuals or instructional materials, or combine it with other software, subject to the provision that the modified portions shall remain subject to these restrictions.
- I.5.7** The restricted rights set forth in **Section I.5.6** are of no effect unless

- (i) the data is marked by the Contractors with the following legend:

RESTRICTED RIGHTS LEGEND

Use, duplication, or disclosure is subject to restrictions stated in Contract No. _____ with (Contractor's Name); and

- (ii) If the data is computer software, the related computer software documentation includes a prominent statement of the restrictions applicable to the computer software. The Contractors may not place any legend on the computer software indicating restrictions on the District's rights in such software unless the restrictions are set forth in a license or agreement made a part of the Contract prior to the delivery date of the software. Failure of the Contractors to apply a restricted rights legend to such computer software shall relieve the District of liability with respect to such unmarked software.

- I.5.8** In addition to the rights granted in Section I.5.6 above, the Contractors hereby grants to the District a nonexclusive, paid-up license throughout the world, of the same scope as restricted rights set forth in Section I.5.6 above, under any copyright owned by the Contractors, in any work of authorship prepared for or acquired by the District under this Contract. Unless written approval of the CO is obtained, the Contractors shall not include in technical data or computer software prepared for or acquired by the District under this Contract any works of authorship in which copyright is not owned by the Contractor without acquiring for the District any rights necessary to perfect a copyright license of the scope specified in the first sentence of this paragraph.
- I.5.9** Whenever any data, including computer software, are to be obtained from a sub-contractor under this Contract, the Contractor shall use this clause, Section I.5, Rights in Data, in the subcontract, without alteration and no other clause shall be used to enlarge or diminish the District's or the Contractor's rights in that sub-contractor data or computer software which is required for the District.
- I.5.10** For all computer software furnished to the District with the rights specified in Section I.5.5, the Contractor shall furnish to the District, a copy of the source code with such rights of the scope specified in Section I.5.5. For all computer software furnished to the District with the restricted rights specified in Section I.5.6, the District, if the Contractor, either directly or through a successor or affiliate shall cease to provide the maintenance or warranty services provided the District under this Contract or any paid-up maintenance agreement, or if the Contractors should be declared bankrupt or insolvent by a court of competent jurisdiction, shall have the right to obtain, for its own and sole use only, a single copy of the then current version of the source code supplied under this Contract and a single copy of the documentation associated therewith, upon payment to the person in control of the source code the reasonable cost of making each copy.
- I.5.11** The Contractors shall indemnify and save and hold harmless the District, its officers, agents and employees acting within the scope of their official duties against any liability, including costs and expenses, (i) for violation of proprietary rights, copyrights, or rights of privacy, arising out of the publication, translation, reproduction, delivery, performance, use or disposition of any data furnished under

this Contract, or (ii) based upon any data furnished under this Contract, or based upon libelous or other unlawful matter contained in such data.

I.5.12 Nothing contained in this clause shall imply a license to the District under any patent, or be construed as affecting the scope of any license or other right otherwise granted to the District under any patent.

I.5.13 Paragraphs I.5.6, I.5.7, I.5.8, I.5.11 and I.5.12 above are not applicable to material furnished to the Contractor by the District and incorporated in the work furnished under contract, provided that such incorporated material is identified by the Contractors at the time of delivery of such work.

I.6 OTHER CONTRACTORS

The Contractors shall not commit or permit any act that shall interfere with the performance of work by another District Contractor or by any District employee.

I.7 SUBCONTRACTS

The Contractors hereunder shall not subcontract any of the Contractor's work or services to any sub-Contractor without the prior written consent of the CO. Any work or service so sub-contracted shall be performed pursuant to a subcontract agreement, which the District shall have the right to review and approve prior to its execution by the Contractors. Any such subcontract shall specify that the Contractors and the sub-contractor shall be subject to every provision of this Contract. Notwithstanding any such subcontract approved by the District, the Contractors shall remain liable to the District for all Contractor's work and services required hereunder.

I.8 INSURANCE

A. **GENERAL REQUIREMENTS.** The Contractors shall procure and maintain, during the entire period of performance under this Contract, the types of insurance specified below. The Contractor shall have its insurance broker or insurance company submit a Certificate of Insurance to the CO giving evidence of the required coverage prior to commencing performance under this Contract. In no event shall any work be performed until the required Certificates of Insurance signed by an authorized representative of the insurer(s) have been provided to and accepted by, the CO. All insurance shall be written with financially responsible companies authorized to do business in the District of Columbia or in the jurisdiction where the work is to be performed and have an A.M. Best Company rating of A-VIII or higher. The Contractor shall require all of its sub-contractors to carry the same insurance required herein. The Contractor shall ensure that all policies provide that the CO shall be given thirty (30) days prior written notice in the event the stated limit in the declarations page of the policy is reduced via endorsement or the policy is canceled prior to the expiration date shown on the certificate. The Contractor shall provide the CO with ten (10) days prior written notice in the event of non-payment of premium.

1. **Commercial General Liability Insurance.** The Contractors shall provide evidence satisfactory to the CO with respect to the services performed that it carries \$1,000,000 per occurrence limits; \$2,000,000 aggregate; Bodily Injury and Property Damage including, but not limited to: premises-operations; broad form property damage; Products and Completed Operations; Personal and Advertising Injury; contractual liability and independent Contractors. The policy coverage shall

include the District of Columbia as an additional insured, shall be primary and non-contributory with any other insurance maintained by the District of Columbia and shall contain a waiver of subrogation. The Contractors shall maintain Completed Operations coverage for five (5) years following final acceptance of the work performed under this Contract.

2. Automobile Liability Insurance. The Contractors shall provide automobile liability insurance to cover all owned, hired or non-owned motor vehicles used in conjunction with the performance of this Contract. The policy shall provide a \$1,000,000 per occurrence combined single limit for bodily injury and property damage.
3. Workers' Compensation Insurance. The Contractors shall provide Workers' Compensation insurance in accordance with the statutory mandates of the District of Columbia or the jurisdiction in which the Contract is performed.

Employer's Liability Insurance. The Contractors shall provide employer's liability insurance as follows: \$500,000 per accident for injury; \$500,000 per employee for disease; and \$500,000 for policy disease limit.

- B. DURATION. The Contractors shall carry all required insurance until all contract work is accepted by the District and shall carry the required General Liability; any required Professional Liability; and any required Employment Practices Liability insurance for five (5) years following final acceptance of the work performed under this Contract.
- C. LIABILITY. These are the required minimum insurance requirements established by the District of Columbia. HOWEVER, THE REQUIRED MINIMUM INSURANCE REQUIREMENTS PROVIDED ABOVE SHALL NOT IN ANY WAY LIMIT THE CONTRACTOR'S LIABILITY UNDER THIS CONTRACT.
- D. CONTRACTOR'S PROPERTY. Contractor and sub-contractors are solely responsible for any loss or damage to their personal property, including but not limited to tools and equipment, scaffolding and temporary structures, rented machinery, or owned and leased equipment. A waiver of subrogation shall apply in favor of the District of Columbia.
- E. MEASURE OF PAYMENT. The District shall not make any separate measure or payment for the cost of insurance and bonds. The Contractor shall include all of the costs of insurance and bonds in the Contract Price.
- F. NOTIFICATION. The Contractors shall immediately provide the CO with written notice in the event that its insurance coverage has or shall be substantially changed, canceled or not renewed and provide an updated certificate of insurance to the CO.
- G. CERTIFICATES OF INSURANCE. The Contractors shall submit certificates of insurance giving evidence of the required coverage as specified in this section prior to commencing work. Evidence of insurance shall be submitted to:

Samuel J. Feinberg, CPPO, CPPB
Director, Contracts and Procurement
Agency Chief Contracting Officer
Department of Behavioral Health
64 New York Avenue, NE, 2nd Floor
Washington, DC 20002
(202) 671-3188 – Office

Email: Samuel.feinberg@dc.gov

H. DISCLOSURE OF INFORMATION. The Contractors agrees that the District may disclose the name and contact information of its insurers to any third party which presents a claim against the District for any damages or claims resulting from or arising out of work performed by the Contractor, its agents, employees, servants or sub-contractors in the performance of this Contract.

I.9 EQUAL EMPLOYMENT OPPORTUNITY

In accordance with the District of Columbia Administrative Issuance System, Mayor's Order 85-85 dated June 10, 1985, the forms for completion of the Equal Employment Opportunity Information Report are incorporated herein as Section J.3. An award cannot be made to any Offeror who has not satisfied the equal employment requirements.

I.10 ANTI-KICKBACK PROCEDURES

I.10.1 Definitions:

- I.10.1.1** "Kickback," as used in this clause, means any money, fee, commission, credit, gift, gratuity, thing of value, or compensation of any kind which is provided, directly or indirectly, to any prime Contractor, prime Contractor employee, subcontractor, or subcontractor employee for the purpose of improperly obtaining or rewarding favorable treatment in connection with a prime contract in connection with a subcontract relating to a prime contract.
- I.10.1.2** "Person," as used in this clause, means a corporation, partnership, business association of any kind, trust, joint-stock company, or individual.
- I.10.1.3** "Prime contract," as used in this clause, means a contract or contractual action entered into by the District for the purpose of obtaining supplies, materials, equipment, or services of any kind.
- I.10.1.4** "Prime Contractor" as used in this clause, means a person who has entered into a prime contract with the District.
- I.10.1.5** "Prime Contractor employee," as used in this clause, means any officer, partner employee, or agent of a prime Contractor.
- I.10.1.6** "Subcontract," as used in this clause, means a contract or contractual action entered into by a prime Contractor or subcontractor for the purpose of obtaining supplies, materials, equipment, or services of any kind under a prime contract.
- I.10.1.7** "Subcontractor," as used in this clause, means any person, other than the prime Contractor, who offers to furnish or furnishes any supplies,

materials, equipment, or services of any kind under a prime contract or a subcontract entered into in connection with such prime contract and includes any person who offers to furnish or furnishes general supplies to the prime Contractor or a higher tier subcontractor.

I.10.1.8 “Subcontractor employee,” as used in this clause, means any officer, partner, employee, or agent of a subcontractor.

I.10.2 The Anti-Kickback Act of 1986, 41 U.S.C. §§ 51-58 (the Act), prohibits any person from:

I.10.2.1 Providing or attempting to provide or offering to provide any kickback;

I.10.2.2 Soliciting, accepting, or attempting to accept any kickback; or

I.10.2.3 Including, directly or indirectly, the amount of any kickback in the contract price charged by a prime Contractor to the District or in the contract price charged by a subcontractor to a prime Contractor or higher tier subcontractor.

I.10.3 The Contractor shall have in place and follow reasonable procedures designed to prevent and detect possible violations described in paragraph I-10.2 of this clause in its own operations and direct business relationships.

I.10.4 When the Contractor has reasonable grounds to believe that a violation described in paragraph I-10.2 of this clause may have occurred, the Contractor shall promptly report in writing the possible violation to the Director, Contracts and Procurement/Agency Chief Contracting Officer.

I.10.5 The Director/ACCO may offset the amount of the kickback against any monies owed by the District under the prime contract and/or direct that the Prime Contractor withhold from sums owed a subcontractor under the prime contract the amount of the kickback. The Director/ACCO may order that monies withheld under this clause be paid over to the District unless the District has already offset those monies under this clause. In either case, the Prime Contractor shall notify the Director/ACCO when the monies are withheld.

I.11 GOVERNING LAW

This Contract and any disputes arising out of or related to this Contract, shall be governed by and construed in accordance with, the laws of the District of Columbia.

I.12 STOP WORK ORDER

I.12.1 The Director/ACCO may, at any time, by written order to the Contractor, require the Contractor to stop all, or any part, of the work called for by this Contract for a period of ninety (90) days after the order is delivered to the Contractor and for any further period to which the parties may agree.

I.12.2 The order shall be specifically identified as a stop work order issued under this clause. Upon receipt of the order, the Contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurring of costs allocable to the work covered by the order during the period of work stoppage. Within a period of ninety (90) days after a stop-work is delivered to the Contractor, or within any

extension of that period to which the parties shall have agreed, the Director/ACCO shall either cancel the stop-work order; or terminate the work covered by the order as provided in the Default or Termination for Convenience clauses in the Standard Contract Provisions (Attachment J-1).

I.12.3 If a stop-work order issued under this clause is canceled or the period of the order or any extension thereof expires, the Contractor shall resume work. The Director/ACCO shall make an equitable adjustment in the delivery schedule or contract price, or both and the Contract shall be modified, in writing, accordingly.

I.11.4 If the stop-work order results in an increase in the time required for, or in the Contractor's cost properly allocable to, the performance of any part of this Contract; and the Contractor asserts its right to the adjustment within thirty (30) days after the end of the period of work stoppage; provided, that, if the Director/ACCO decides the facts justify the action, the Director/ACCO may receive and act upon the claim submitted at any time before final payment under this Contract.

I.12.5 If a stop-work order is not canceled and the work covered by the order is terminated for the convenience of the District, the Director/ACCO shall allow reasonable costs resulting from the stop-work order in arriving at the termination settlement.

I.12.6 If a stop-work order is not canceled and the work covered by the order is terminated for default, the Director/ACCO shall allow, by equitable adjustment or otherwise, reasonable costs resulting from the stop-work order.

I.13 SUSPENSION OF WORK

I.13.1 The Director/ACCO may order the Contractor, in writing, to suspend, delay, or interrupt all or any part of the work of this Contract for the period of time that the Director/ACCO determines appropriate for the convenience of the District. If the performance of all or any part of the work is, for an unreasonable period of time, suspended, delayed or interrupted by an act of the Director, Contracts and Procurement/ Agency Chief Contracting Officer in the administration of this Contract, or by the Director, Contracts and Procurement/Agency Chief Contracting Officer's failure to act within the time specified in this Contract (or within a reasonable time if not specified), an adjustment shall be made for any increase in the cost of performance of this Contract (excluding profit) necessarily caused by the unreasonable suspension, delay, or interruption and the Contract modified in writing accordingly.

I.13.2 No adjustment shall be made under this clause for any suspension, delay, or interruption to the extent that performance would have been so suspended, delayed, or interrupted by any other cause, including the fault or negligence of the Contractor, or for which an equitable adjustment is provided for or excluded under any other term or condition of this Contract.

I.13.3 A claim under this clause shall not be allowed for any costs incurred more than twenty (20) days before the Contractor shall have notified the Director/ACCO in writing of the act or failure to act involved (but this requirement shall not apply as to a claim resulting from a suspension order); and unless the claim, in an amount stated, is asserted in writing as soon as practicable after the termination of the suspension, delay, or interruption, but not later than the date of final payment under the Contract.

I.14 CONTINUITY OF SERVICES

I.14.1 The Contractor recognizes that the services provided under this Task Order are vital to the District of Columbia and must be continued without interruption and that, upon Contract expiration or termination, a successor, either the District Government or another Contractor, at the District's option, shall continue to provide these services. To that end, the Contractor agrees to:

I.14.1.1 Furnish phase-out, phase-in (transition) training; and

I.14.1.2 Exercise its best efforts and cooperation to effect an orderly and efficient transition to a successor.

I.15 ORDER OF PRECEDENCE

A conflict in language or any inconsistencies in this Contract shall be resolved by giving precedence to the document in the highest order of priority which contains language addressing the issue in question. The following sets forth in descending order of precedence documents that are hereby incorporated into this Contract by reference and made a part of the Contract:

I.10.1 Wage Determination No 2005-2103 - Revision No.16 dated July 8, 2015

I.10.2 Standard Contract Provisions for Use with District of Columbia Government Supply and Services Contracts, dated March 2007 (Attachment J.1)

I.10.3 Contract Sections A through J of this Solicitation RM-15-IFB-160-BY0-TYM Contract attachments other than the SCP.

I.10.4 DBH Policies and Rules.

I.10.5 Invitation for Bid submission dated: 9/7/2015

I.10.6 Invitation for Bid: 8/24/2015

This Contract, including incorporated documents, constitutes the entire agreement between the parties. All previous discussions, writings and agreements are merged herein and shall not provide a basis for modifying or changing this written contract.

SECTION J: ATTACHMENTS

The following list of attachments is incorporated into the solicitation by reference.

Attachment Number	Document
J.1	GOVERNMENT OF THE DISTRICT OF COLUMBIA STANDARD CONTRACT PROVISIONS FOR USE WITH DISTRICT OF COLUMBIA SUPPLIES AND SERVICES CONTRACTS DATED MARCH 2007: http://ocp.dc.gov/DC/OCP/Contractor+Support+Center/Solicitation+Attachments/Standard+Contract+Provisions+(March+2007)
J.2	U.S. DEPARTMENT OF LABOR WAGE DETERMINATION UNDER THE SERVICE CONTRACT ACT – WD 2005-2103 REVISION NO. 15 DATED DECEMBER 22, 2014: http://www.wdol.gov/sca.aspx
J.3	LIVING WAGE NOTICE AND LIVING WAGE ACT FACT SHEET (THE WAY TO WORK AMENDMENT ACT OF 2006): http://ocp.dc.gov/sites/default/files/dc/sites/ocp/publication/attachments/2014-LIVING-WAGE-NOTICE.pdf and http://ocp.dc.gov/sites/default/files/dc/sites/ocp/publication/attachments/2014-Living-Wage-Act-Fact-Sheet.pdf
J.4	DEPARTMENT OF BEHAVIORAL HEALTH POLICIES AND RULES (New): http://dbh.dc.gov/sites/default/files/dc/sites/dbh/publication/attachments/Procurement%20%20-%20HIPAA%20Clause%20%28Updated%29.%20April%202014.pdf
J.5	PROCUREMENT PRACTICES REFORM ACT (PPRA): http://ocp.dc.gov/sites/default/files/dc/sites/ocp/publication/attachments/PPRA.pdf
J.6	PRIVACY AND CONFIDENTIALITY COMPLIANCE: http://dmh1.dc.gov/sites/default/files/dc/sites/dmh/publication/attachments/Procurement%20%20%20HIPAA%20Clause%20%28Updated%29.%20April%202014.pdf
Forms identified below are to be submitted with Contractor's Bid/Proposal	
J.7	EQUAL EMPLOYMENT OPPORTUNITY INFORMATION AND MAYOR ORDER 85-85: http://ocp.dc.gov/sites/default/files/dc/sites/ocp/publication/attachments/EEO%20Compliance%20Documents%200307.pdf
J.8	FIRST SOURCE EMPLOYMENT AGREEMENT: http://ocp.dc.gov/sites/default/files/dc/sites/dmped/publication/attachments/Appendix%20E_FIRST_SOURCE_EMPLOYMENT_PLAN_3_22_11.pdf
J.9	TAX CERTIFICATION AFFIDAVIT: http://ocp.dc.gov/sites/default/files/dc/sites/ocp/publication/attachments/OCP_Channel%2029%20Solicitation%20Attachments_tax_certification_affidavit.pdf
J.10	COST/PRICE DISCLOSURE CERTIFICATION: http://ocp.dc.gov/publication/cost-price-disclosure-certification-form
J.11	BIDDER-OFFEROR CERTIFICATION FORM: http://ocp.dc.gov/publication/bidder-offeror-certification

SECTION K: REPRESENTATIONS, CERTIFICATIONS AND OTHER STATEMENTS OF BIDDERS

Bidder/Offeror Certifications available at www.ocp.dc.gov - click on “OCP Solicitations”, then on “Required Solicitation Documents” or see Section J.7 through Section J.11.

SECTION L: INSTRUCTIONS, CONDITIONS AND NOTICES TO BIDDERS

L.1 METHOD OF AWARD

L.1.1 The District reserves the right to accept or reject any/all bids resulting from this solicitation. The Director/ACCO may reject all bids or waive any minor informality or irregularity in bids received whenever it is determined that such action is in the best interest of the District.

L.1.2 The District intends to award a single contract resulting from this solicitation to the responsive and responsible bidder who has the lowest evaluated bid after evaluation only for preferences for Certified Business Enterprises pursuant to Section M.1.

L.1.3 Grand Total Price will be the basis for Price Evaluation. (Section B.3.2)

L.1.4 BID SUBMISSION DATE AND TIME AND LATE SUBMISSIONS, LATE MODIFICATIONS, WITHDRAWAL OR MODIFICATION OF BIDS AND LATE BIDS

Bid Submission

Bids shall be submitted No Later Than 2:00 P.M. Local Time on Friday, September 7, 2015 to the following address IN A SEALED ENVELOPE OR BOX AND CLEARLY MARKED THAT IT IS A QUOTATION WITH THE SOLICITATION NUMBER: RM-15-IFB-160-BY0-TYM.

**Department of Behavioral Health
Contracts and Procurement
64 New York Avenue, NE Suite 200
Washington, DC 20002
Attn: Samuel J. Feinberg, CPPO, CPPB
Director, Contracts and Procurement
Agency Chief Contracting Officer**

Bids, Modifications to Bids, or requests for withdrawals that are received in the designated District Office after the exact local time specified above, are “late” and shall be considered only if they are received before the award is made and one (1) or more of the following circumstances apply:

- (a) The Bid or Modification was sent by registered or certified mail Not Later Than the fifth (5th) day before the Date specified for Receipt of Bidders;
- (b) The Bid or Modification was sent by mail and it is determined by the Director/ACCO that the late receipt at the location specified in the solicitation was caused by mishandling by the District, or
- (c) The Bid is the only Bid received.

L.1.5 Withdrawal or Modification of Quotation

A Bidder may modify or withdraw its Bid upon written, telegraphic notice, or facsimile transmission if received at the location designated in the solicitation for submission of Bid, but not later than the closing date for receipt of Bids.

L.1.5.1 Postmarks

The only acceptable evidence to establish the date of a late Bid, late modification or late withdrawal sent either by registered or certified mail shall be a U.S. or Canadian Postal Service postmark on the wrapper or on the original receipt from the U.S. or Canadian Postal Service. If neither postmark shows a legible date, the Bid, modification or request for withdrawal shall be deemed to have been mailed late. When the postmark shows the date but not the hour, the time is presumed to be the last minute of the date shown. If no date is shown on the postmark, the Bid shall be considered late unless the Bid can furnish evidence from the postal authorities of timely mailing.

L.1.5.2 Late Modifications

A late modification of a successful Bid, which makes its terms more favorable to the District, shall be considered at any time it is received and may be accepted.

L.1.5.3 Late Quotations

A late Bids, late modification or late request for withdrawal of an offer that is not considered shall be held unopened, unless opened for identification, until after award and then retained with unsuccessful offers resulting from this solicitation.

L.2 EXPLANATION TO PROSPECTIVE BIDDERS

If a prospective Bidder has any questions relative to this solicitation, the prospective Bidder shall submit the question in writing to the Contact Person, identified on page one. The prospective Bidder shall submit questions no later than **Three (3) Calendar Days** prior to the closing date and time indicated for this solicitation. The District shall not consider any questions received less than **Three (3) Calendar Days** before the date set for submission of Bid. The District shall furnish responses promptly to all other prospective Bidders. An amendment to the solicitation shall be issued if that information is necessary in submitting offers, or if the lack of it would be prejudicial to any other prospective Bidders. Oral explanations or instructions given before the award of the Contract shall not be binding.

L.3 FAILURE TO SUBMIT QUOTATIONS

Recipients of this solicitation not responding with a Bid should not return this solicitation. Instead, they should advise Director/ACCO, Department of Behavioral Health, 64 New York Avenue, N.E. Suite 200, Washington, D.C. 20002 Telephone (202) 671-3171 by letter or postcard whether they want to receive future solicitations for similar requirements. It is also requested that such recipients advise the Director/ACCO of the reason for not submitting a Bid in response to this solicitation. If a recipient does not submit an offer and does not notify the Director/ACCO that future solicitations are desired, the recipient's name may be removed from the applicable mailing list.

L.3.1 The District will reject as non-responsive any bid that fails to include a subcontracting plan that is required by law.

L.3.2 The bidder must bid on all CLINs to be considered for award. Failure to bid on all CLINs will render the bid nonresponsive and disqualify the bid.

L.3.3 The bidders shall complete, sign and submit all Representations, Certifications and Acknowledgments as appropriate. Failure to do so may result in a bid rejection.

L.4 FAMILIARIZATION WITH CONDITIONS

The nature of this project ultimately involves equipment for security camera upgrades for a mission-critical mental health facility such that bidders must submit bids strictly in accordance with the solicitation's requirements.

L.4.1 Bidders shall thoroughly familiarize themselves with the terms and conditions of this solicitation, acquainting themselves with all available information. Bidders will not be relieved from assuming all responsibility for their failure to become acquainted with all information, schedules and liability concerning the goods to be provided.

L.4.2 Bidder is required to provide, **in its bid documents**, submissions responsive to each of the requirements stated in Section L.19, *Bid Response Requirements*. Failure of Bidder to provide submissions in response to all of the L.19 requirements will result in a determination by the CO that the bid is nonresponsive and the bid will be rejected. **The District may review the documents to confirm that all information required by Section L.19 is included in the Bidder's bid submissions and that none of these documents contain statements or information that would make the bid nonresponsive, but shall not evaluate or score these submissions in connection with any award determination under Section L.1.** Some of these Section L.19 submissions may form the basis for post-award review and re-submission as corresponding Deliverables pursuant to Section F.3.

L.4.3 All bidders are advised the District has developed Special Standards of Responsibility to ensure that a Contractor authorized, certified, and trained by the appropriate manufacturer is capable of providing the warranty support that is required by SEH as specified in requirements.

In submissions pursuant to Sections L.15 and L.16, Bidder is required to provide evidence of its capability in all respects to fully provide the contract requirements. As provided in Section L.15.2, bidders bear the risk that the information supplied under L.15 and L.16 may be insufficient for the CO to make the determination of responsibility or nonresponsibility. Failure to document compliance with any of the listed requirements will result in a determination that the bidder is nonresponsible and the CO will reject the bid.

L.4.4 A bidder responding to this solicitation which is required to subcontract shall be required to submit with its bid, any subcontracting plan required by law. See Sections

B.4 and H.3. Bids responding to this IFB shall be deemed nonresponsive and shall be rejected if the bidder fails to submit a subcontracting plan that is required by law.

L.4.5 Bidders are required to attend the pre-proposal conference. The required pre-proposal conference is intended to give bidding Contractors an opportunity to ask specific questions to the District's appropriate personnel.

L.5 ERRORS IN BIDS

Bidders are expected to read and understand fully all information and requirements contained in the solicitation; failure to do so will be at the bidder's risk. In event of a discrepancy between the unit price and the total price, the unit price shall govern.

L.6 BID PROTESTS

Any actual or prospective bidder or contractor, who is aggrieved in connection with the solicitation or award of a contract, must file with the D.C. Contract Appeals Board (Board) a protest no later than ten (10) business days after the basis of protest is known or should have been known, whichever is earlier. A protest based on alleged improprieties in a solicitation which are apparent prior to bid opening or the time set for receipt of initial bids shall be filed with the Board prior to bid opening or the time set for receipt of initial bids. In procurements in which bids are requested, alleged improprieties which do not exist in the initial solicitation, but which are subsequently incorporated into this solicitation, must be protested no later than the next closing time for receipt of bids following the incorporation. The protest shall be filed in writing, with the Contract Appeals Board, 441 4th Street, N.W., Suite 350N, Washington, D.C. 20001. The aggrieved person shall also email a copy of the protest to the CO.

L.7 ACKNOWLEDGMENT OF AMENDMENTS

The bidder shall acknowledge receipt of any amendment to this solicitation by returning a signed and dated copy along with your bid submission. The District must receive the acknowledgment by the date and time specified for receipt of bids. A bidder's failure to acknowledge an amendment may result in rejection of its bid.

L.8 BIDS REQUIRE WARRANTY PRICE PROVISIONS

The bidder shall include CLIN 006 warranty prices in its bid. A bid may be determined to be non-responsive if the solicitation provides for a warranty term(s) and the bidder does not include CLIN 006 warranty prices.

L.9 LEGAL STATUS OF BIDDER

L9.1 Each bid must provide the following information:

L9.1.1 Name, address, telephone number and federal tax identification number of bidder;

L.9.1.2 A copy of each District of Columbia license, registration or certification that the bidder is required by law to obtain. This mandate also requires the bidder to provide a copy of the executed “Clean Hands Certification” that is referenced in D.C. Official Code §47-2862, if the bidder is required by law to make such certification. If the bidder is a corporation or partnership and does not provide a copy of its license, registration or certification to transact business in the District of Columbia, the bid shall certify its intent to obtain the necessary license, registration or certification prior to contract award or its exemption from such requirements; and

L.9.1.3 If the bidder is a partnership or joint venture, the names and addresses of the general partners or individual members of the joint venture, and copies of any joint venture or teaming agreements.

L.10 BID OPENING

The District shall make publicly available the name of each bidder, the bid price, and other information that is deemed appropriate.

L.11 CERTIFICATES OF INSURANCE

Prior to commencing work, the Contractor shall have its insurance broker or insurance company submit certificates of insurance giving evidence of the required coverages to the CO by e-mail attachment to Samuel.Feinberg@dc.gov, as specified in Section I.3.G **Each certificate of insurance must identify this contract or solicitation number.**

L.12 GENERAL STANDARDS OF RESPONSIBILITY

The prospective contractor must demonstrate to the satisfaction of the District its capability in all respects to perform fully the contract requirements; therefore, the prospective contractor must submit relevant documentation within three (3) days of award by the District. Among the documents submitted must be the fully completed and executed Bidder/Offeror Certification Form (Attachment J.11).

L.12.1 To be determined responsible, a prospective contractor must demonstrate that it:

- (a) Has adequate financial resources, or the ability to obtain such resources, required to perform the contract;
- (b) Is able to comply with the required or proposed delivery or performance schedule, taking into consideration all existing commercial and governmental business commitments;
- (c) Has a satisfactory performance record;
- (d) Has a satisfactory record of integrity and business ethics;

- (e) Has a satisfactory record of compliance with the applicable District licensing and tax laws and regulations;
- (f) Has a satisfactory record of compliance with labor and civil rights laws and rules, and the First Source Employment Agreement Act of 1984, as amended, D.C. Official Code §2-219.01 *et seq.*;
- (g) Has, or has the ability to obtain, the necessary organization, experience, accounting, and operational control, and technical skills;
- (h) Has, or has the ability to obtain, the necessary production, construction, technical equipment, and facilities;
- (i) Has not exhibited a pattern of overcharging the District;
- (j) Does not have an outstanding debt with the District or the federal government in a delinquent status; and
- (k) Is otherwise qualified and is eligible to receive an award under applicable laws and regulations.

L.12.2 If the Bidder fails to supply the information requested pursuant to sections L.15, the CO shall make the determination of responsibility or non-responsibility based upon available information. If the available information is insufficient to make a determination of responsibility, the CO shall determine the prospective Contractor as non-responsible.

L.13 SPECIAL STANDARDS OF RESPONSIBILITY

In addition to the general standards of responsibility set forth above, the bidder must demonstrate to the satisfaction of the District by submissions with its bid, convincing evidence that demonstrates that the bidder meets each of these Special Standards of Responsibility. The CO may request supplementary or additional evidence deemed appropriate before making the responsibility determination required by and in accordance with Section L.15.

- a. Bidder must submit evidence it is authorized, factory trained, and/or certified by the relevant manufacturer of the product it offers in order to be able to provide/perform warranty work as specified herein.
- b. Bidder shall be an authorized service provider of the specified hardware. The Contractor shall provide Manufacturer Letter of Support that evidences the firm's certifications, qualifications, status, and factory training to provide warranty work. The letters must be signed by an authorized representative of the manufacturer and must be provided with Bidder's bid response. Bidder shall provide a letter of support from the Bidder's proposed camera manufacturer.

- c. Bidder shall provide evidence of an existing staffed service facility with browser-based service portal, spare parts inventory, and factory trained service personnel capable of providing warranty support for the cameras.
- d. Bidder shall provide evidence they have obtained all necessary licensing in compliance with all provisions of the District of Columbia law and regulation.

L.14 BRAND NAME OR EQUAL

- L.14.1** As used in this clause, the term “brand name” includes identification of products by make and model.
- L.14.2** If items called for by this IFB have been identified in the schedule by a “brand name or equal” description, such identification is intended to be descriptive, but not restrictive, and is to indicate the quality and specific characteristics of products that will be satisfactory. Bids offering “equal” products will be considered for award if such products are clearly identified in the bids and are determined by the District to be at least equal in all material respects and to meet the minimum essential requirements identified in the IFB for the brand name products referenced in the IFB.
- L.14.3** Unless the bidder clearly indicates in his bid that he is offering an “equal” product, his bid shall be considered as offering a brand name product referenced in the IFB.
- L.14.4** If the bidder proposes to furnish one or more “equal” products, it shall clearly identify these products in an attachment to the bid as follows: A cover page listing each of the proposed brand name items; the name of the item for which each substitute is proposed; and a separate packet of information detailing and supporting the equality of each of the proposed item(s) and how it meets or exceeds each item of the specification.
- L.14.5** The evaluation of bids and the determination as to equality of the product offered shall be the responsibility of the District and, for purposes of determining the bidder’s responsiveness, this evaluation shall be based on information furnished by the bidder or identified in his bid as well as other information reasonably available to the purchasing authority. **CAUTION TO BIDDERS:** The District is not responsible for locating or securing any information which is not identified in the bid and not reasonably available to the District.
- L.14.6** Accordingly, to insure that sufficient information is available, the bidder must furnish as a part of his bid all descriptive material necessary for the District to (i) fully determine the product offered meets the requirements of the IFB, and (ii) establish exactly what the bidder proposes to furnish and what the District would be binding itself to purchasing by making an award.
- L.14.7** Modifications proposed after bid opening to make a product conform to a brand name

L.15 Bid Response Requirements and Standards

L.15.1 Bidder is required to include the following items in their bid. Any bid response received without the required submission documents identified below will be deemed non-responsive, as provided in Section L.3.2, and the bid will be rejected.

- a. Bidder shall thoroughly review all aspects of the bid documents and certify they are in compliance with the contract documents and specifications. Contractor is required to acknowledge and document compliance with each specification.
- b. Bidder shall include a document stating Bidder's acknowledgement and description of the additional 2-year warranty per the CLIN 006 specification requirements.
- c. **SBE Subcontracting Plan, if applicable.**
- d. A fully compliant Special Standards of Responsibility submission which provides evidence of bidder's ability to meet each requirement in accordance with Section L.16.

L.15.2 Bidders are advised that accuracy and completeness in bid response is essential. Omissions, ambiguous and equivocal statements may be construed against the bidder. The bid documents will be incorporated into the contract. As provided in this Section L, failure of the Bidder to provide the documentation required in the solicitation will result in Bidder's bid being determined nonresponsive, and the bid being rejected, or may result in the Bidder being found non-responsible.

L.15.3 The specifications contained in this document state the District's specification and performance requirements. Ensuring the compatibility of the equipment described is the responsibility of the Contractor submitting the proposal.

L.15.4 Response to this solicitation by the Bidder will imply the bidder's agreement and acceptance of the Terms and Conditions of this solicitation. The bid, as may be amended pursuant to Section L.5, cannot be withdrawn for 120 calendar days following the final date for the proposal submission.

L.15.5 Bidder understands and agrees that its bid is submitted on the basis of the specifications prepared by the District. Bidder accepts the obligation to become familiar with these specifications.

L.15.6 Bidder shall examine the specifications and related bid documents with care and observe all their requirements. Ambiguities, errors or omissions noted by Bidders should be promptly reported in writing to the appropriate official.

L.15.7 All interpretations, clarifications and any supplemental instructions will be in the form

of written addenda to the specifications, and will be distributed to all prospective bidders, in accordance with Section L.8. All addenda so issued shall become part of the specification and bid documents, and shall be acknowledged by the bidder in accordance with Section L.10. The District's interpretations or corrections thereof shall be final.

- L.15.8** This solicitation does not commit the District to award a contract, to pay any costs incurred in preparation of a response to this solicitation, or to procure or contract for services or supplies. The District will not be liable for any costs incurred by Bidder in preparing a response to this solicitation. Bidders submit responses at their own risk and expense. No additional compensation will be allowed to the Bidder for any error or omission on Bidder's part, or for Bidder's failure to fully understand the intent and requirements of the contract document.

SECTION M: EVALUATION FACTORS**M.1. Preferences for Certified Business Enterprises**

Under the provisions of the “Small and Certified Business Enterprise Development and Assistance Act of 2014”, D.C. Official Code § 2-218.01 *et seq.*, as amended (“Act”, as used in this section), the District shall apply preferences in evaluating bids from businesses that are certified by the Department of Small and Local Business Development (DSLBD) pursuant to Part D of the Act.

M.1.1. Application of Preferences

For evaluation purposes, the allowable preferences under the Act shall be applicable to prime contractors as follows:

- M.1.1.1** A prime contractor that is a SBE enterprise certified by the DSLBD (SBE) will receive a three percent (3%) reduction in the bid price.
- M.1.1.2** A prime contractor that is a resident-owned business (ROB) certified by DSLBD will receive a five percent (5%) reduction in the bid price.
- M.1.1.3** A prime contractor that is a longtime resident business (LRB) certified by DSLBD will receive a ten percent (10%) reduction in the bid price.
- M.1.1.4** A prime contractor that is a local business enterprise (LBE) certified by DSLBD will receive a two percent (2%) reduction in the bid price.
- M.1.1.5** A prime contractor that is a local business enterprise with its principal offices located in an enterprise zone (DZE) certified by DSLBD will receive a two percent (2%) reduction in the bid price.
- M.1.1.6** A prime contractor that is a disadvantaged business enterprise (DBE) certified by DSLBD will receive a two percent (2%) reduction in the bid price.
- M.1.1.7** A prime contractor that is a veteran-owned business (VOB) certified by DSLBD will receive a two percent (2%) reduction in the bid price.
- M.1.1.8** A prime contractor that is a local manufacturing business enterprise (LMBE) certified by DSLBD will receive a two percent (2%) reduction in the bid price.

M.1.2 Maximum Preference Awarded

Notwithstanding the availability of the preceding preferences, the maximum total preference to which a certified business enterprise (SBE) is entitled under the Act is twelve percent (12%) for bids submitted in response to this IFB. There will be no

preference awarded for subcontracting by the prime contractor with SBEs.

M.1.3 Preferences for Certified Joint Ventures

A certified joint venture will receive preferences as determined by DSLBD in accordance with D.C. Official Code § 2-218.39a(h).

M.1.4 Verification of Bidder's Certification as a Certified Business Enterprise

M.1.4.1 Any contractor seeking to receive preferences on this solicitation must be certified at the time of submission of its bid. The Director/ACCO will verify the bidder's certification with DSLBD, and the bidder should not submit with its bid any additional documentation regarding its certification as a certified business enterprise.

M.1.4.2 Any contractor seeking certification in order to receive preferences under this solicitation should contact the:

**Department of Small and Local Business Development
ATTN: SBE Certification Program
441 Fourth Street, NW, Suite 850N
Washington DC 20001**

M.1.4.3 All contractors are encouraged to contact DSLBD at (202) 727-3900 if additional information is required on certification procedures and requirements.

M.2 EVALUATION OF WARRANTY PRICES

The District will evaluate bids for award purposes by evaluating the Total Price for all CLINS except the CLIN 006 Warranty Price. The District may determine to accept that price on or after award depending on the availability of funds and District need.