



TOWN OF BLADENSBURG WORK SESSION | JULY 15, 2025

July 15, 2024 at 5:30 PM

4229 Edmonston RD, Bladensburg, MD 20710

AGENDA

Public Access Virtual via live stream of the Town's Facebook and YouTube pages:

<https://www.youtube.com/channel/UCoflhVTBeID3c9oH8GYSW0g>

<https://www.facebook.com/Bladensburgmd>

1. Call to Order – 1 min
2. Presentations
 - A. Special Presentations (3 Minutes)
3. Approval of Minutes
 - A. COUNCIL WORK SESSION MINUTES | June 10, 2024 (2 Minutes)
4. Financial Business
 - A. ORDINANCE NO. 01-2025: FISCAL YEAR 2025 BUDGET AMENDMENT | AN EMERGENCY ORDINANCE TO AMEND THE OPERATING BUDGET OF THE TOWN OF BLADENSBURG, MARYLAND, FOR THE 2025 FISCAL YEAR (JULY 1, 2024, THROUGH JUNE 30, 2025). (5 Minutes)
 - B. Approval of a contract with LSWG for Town Audit Services for three (3) years with two one-year extensions. (2 Minutes)
5. New Business
 - A. Legislative Summary Report from LA Perez Consulting – Session 2024 (7 Minutes)
 - B. RESOLUTION NO. 01 - 2025 | Town of Bladensburg Resolution of Support for the Bladensburg Fire Department and other Volunteer Fire Departments throughout Prince George's County (5 Minutes)
 - C. A Memorandum of Understanding (MOU) between Aman Memorial Trust (Aman Trust) and the Town of Bladensburg (Town) regarding the Bostwick House Request for Proposal for Architectural and Engineering Services and payments to Architects. (5 Minutes)

- D. Approval of a Contract with WMG Historic Restoration, LLC for Bostwick Historic Window Restoration in an amount not to exceed \$82,913. (2 Minutes)**
- E. Approval of a Contract with Pronto Paving for Parking Lot Asphalt Replacement at 4217 Edmonston Road – Annex Lot in an amount not to exceed \$12,800.00 - (2 Minutes)**
- F. Approval of a Contract with RedSpeed for a Red-Light Camera Program - (5 Minutes)**
- G. Approval and Award of the Community Grant for FY 2024 (10 Minutes)**

6. Adjournment

**COUNCIL OF THE TOWN OF BLADENSBURG
WORK SESSION MINUTES
June 10, 2024, 5:30 PM**

CALL TO ORDER

Mayor James called the meeting to order at 5:32 PM.

APPROVAL OF AGENDA

Moved by CM Dixon, seconded by CM Brown. No comments or questions. Passed 5-0

APPROVAL OF MINUTES

April 8, 2024, Special Work Session Minutes, Moved by CM Dixon, seconded by CM McBryde. The motion was passed 5-0.

May 13, 2024, Special Work Session Minutes, Moved by CM Dixon, seconded by CM Blount. The motion was passed 5-0.

COUNCIL WORK SESSION ITEMS:

FINANCIAL BUSINESS:

1. Proposed FY 2025 Budget

Town Administrator Bailey-Hedgepeth gave a budget overview. This recap of the proposed FY 2025 included a discussion of new information added to the budget documents, including full-time staffing equivalents and salary ranges.

Revenue projections and adjustments based on property taxes, grants, and other sources were reviewed. The presentation also discussed departmental expenses and anticipated increases.

Town Treasurer Mr. Tinelli discussed grants, revenues, and fund balance transfers. He also discussed ARPA funds and fire donation funds.

NEW BUSINESS:

A. Resolution 13-2024: Resolution of Support for the Town of Bladensburg's Application for the State and Local Cybersecurity Grant Program (SLCGP)

Staff provided an overview of the new grant funding. In June, the town administrator will apply for funds to purchase a two-year subscription to ThreatBlocker Software.

B. Resolution 14-2024: Resolution of Support for the Application of Funds for the Department of Community Economic Development Grant Programs (DCHD)

Staff provided an overview of the new grant funding. In June, the town administrator will apply for a Commercial Façade Program to support the Town's Business Community.

C. Approval of Services Contract with Gordian using the State of Maryland Bidding Exception

Staff provided an overview of the company and the State of Maryland Bidding Exception. Staff will seek approval of a contract with Gordian for general services and project management.

D. Approval of Proposed Town Council Meeting Schedule for July and August 2024

There was a discussion on the council meeting schedule for July and August. Staff proposed moving the July meeting to July 15 due to the 4th of July holiday. They also asked the Council to consider taking an August recess.

E. Approval of Contract with Lighting Maintenance Incorporated for 57th Avenue Lighting Project using DCHD and Highway User Funds

Staff provided an overview of the project scope and location on 57th Avenue. This longstanding project was bid out this spring. The scope had to be narrowed due to a lack of funding for the 40 light poles that were proposed. The project will be phased moving forward.

F. Approval for a Contract to complete Sidewalk work with Alcoa Concrete & Masonry, an amount not to exceed \$70,096.00, using CBDG Funds from PY 48R

Staff provided an overview of the project scope and location on 57th Avenue near Emerson House. The projects were split and provided to the lowest bidder. The Town will be using re-purposed CBDG funds obtained in Fall 2023.

G. Approval for a Contract with E & R Services for Asphalt and Repaving Services in an amount not to exceed \$68,983.20 – Upshur Street Project PY 48R CBDG

Staff provided an overview of the project scope and location for milling asphalt on Upshur Street. The projects were split and provided to the lowest bidder. The Town will be using re-purposed CBDG funds obtained in Fall 2023.

H. America In Bloom (Information Only)

The staff has prepared the final community profile for America in Bloom for Council review. The Town got several great ideas from the visit of the advisors on June 3-4

I. Annual Community Grant Process (Information)

Town staff will provide the Council with the community grant applications to the council for approval at the July meeting.

ADJOURNMENT

Mayor James moved to adjourn. CM McBryde moved the motion, which was seconded by CM Dixon. The motion was passed 5-0. The meeting was adjourned at 6:47 PM.



Agenda Item Summary Report

Meeting Date: July 15, 2024	Submitted by: Vito Tinelli, Town Treasurer Purnell Hall, Public Works Supervisor Michelle Bailey Hedgepeth, Town Administrator
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Item Title: ORDINANCE NO. 01-2025: FISCAL YEAR 2025 BUDGET AMENDMENT | AN EMERGENCY ORDINANCE TO AMEND THE OPERATING BUDGET OF THE TOWN OF BLADENSBURG, MARYLAND, FOR THE 2025 FISCAL YEAR (JULY 1, 2024, THROUGH JUNE 30, 2025).

APPROVAL OF ORDINANCE NO. 01-2025: FISCAL YEAR 2025 BUDGET AMENDMENT | AN EMERGENCY ORDINANCE TO AMEND THE OPERATING BUDGET OF THE TOWN OF BLADENSBURG, MARYLAND, FOR THE 2025 FISCAL YEAR (JULY 1, 2024, THROUGH JUNE 30, 2025).

Work Session Item [X] Council Meeting Item [X]	Documentation Attached: Draft Legislative Bill List Public Safety Information
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Recommended Action:

Staff requests the Council’s approval of this emergency ordinance to expend funds for repairs and professional services at the Public Works Facility located at 4901 Upshur Street. The request is \$200,000, and LGIT will seek reimbursement for the funds expended.

Summary: On the evening of July 4, 2024, the front of the Public work Facility was struck by a hit-and-run driver who severely damaged the front of the facility, causing significant damage to the brick structure and the commercial-grade garage door. Upon inspection by the fire department, the building was condemned, and the Town subsequently filed a claim; over the last week, the Town has taken the following steps to stabilize the facility.

- Engage a contract with CPJ the Town Engineering Firm to develop a conditions report to determine the future structural integrity of the Facility
- Hire an EM Block (Ernest Maier) to install stabilization beams to stabilize the missing brick and garage doors.
- Obtain quotes from mobile office and storage
- Secure the property with fencing
- Over the next few weeks, we will have the overall report to determine the true extent of the damage and we will provide updates

The Town Administrator or the Public Works Supervisor will be able to answer any questions at this meeting.



Budgeted Item: Yes [] No [X] Budgeted Amount: \$ NA One-Time Cost: TBD – Request \$200,000 Ongoing Cost:	Continued Date:
Council Priority: Yes [] No []	Approved Date:

**TOWN OF BLADENSBURG
4229 Edmonston Road
Bladensburg, Maryland**

ORDINANCE NO. 01-2025: FISCAL YEAR 2025 BUDGET AMENDMENT

AN EMERGENCY ORDINANCE TO AMEND THE OPERATING BUDGET OF THE TOWN OF BLADENSBURG, MARYLAND, FOR THE 2025 FISCAL YEAR (JULY 1, 2024, THROUGH JUNE 30, 2025).

WHEREAS, the Town Administrator of the Town of Bladensburg has made a recommendation to the Mayor and Town Council to amend the FY 2025 Budget to reallocate funds as part of this Fiscal Year; and

WHEREAS, the Mayor and Town Council of the Town of Bladensburg have determined that it is in the best interest of the Town to pass this as a Budget Amendment Ordinance at the July 15, 2024, Town Council meeting.

NOW, THEREFORE, BE IT ENACTED AND ORDAINED by the Mayor and Town Council of the Town of Bladensburg that the following amendments are made to the general operating budget for Fiscal Year 2025 for the emergency repairs of the Public Works Building due to damage caused by a vehicle into the building:

1. Increase Capital Outlay expense for Public Works **\$200,000** to repair damages sustained by a vehicle impact; and
2. Increase revenues for Insurance Reimbursement **\$200,000** to offset repairs reimbursed by our insurance carrier.

Overall Budget Impact: **\$0**

AND BE FURTHER ENACTED AND ORDAINED that upon passage this Ordinance shall be authenticated by the signature of the Mayor and Town Clerk and shall be recorded in a book kept for that purpose. In addition, this Ordinance shall be published by posting a certified copy of it in the Town Hall for ten (10) days following its adoption pursuant to Article II, Section 209 of the Charter of Town of Bladensburg, Maryland and will be effective the 15th day of July, 2024.

ATTEST:

By Order of the Mayor and Town Council

Michelle Hedgpeth, Town Administrator
 First Reading: July 15, 2024
 Second Reading: -

Takisha James, Mayor

Adopted: July 15, 2024
Effective: July 15, 2024

IV. Fees

We are excited at the prospect of working with you! We are confident we can meet your needs as outlined in this proposal. Our fee structure is typical of the industry with hourly rates established for each person, and further broken down by type of task. While we accumulate time charges by the hour, our proposed fees represent a **fixed price** for our services, which is contingent only on your representations about your readiness for the annual services and the level of support you provide. Accordingly, we propose the following fees for June 30, 2024 – 2026, with the option for two-one year renewals.

	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>
Audit of the Town of Bladensburg for the year ending June 30, to include: <ul style="list-style-type: none"> • Financial Statement Audit • Preparation of management letter (if applicable) • Preparation of required governance letter • Preparation of the Uniform Financial Report 	\$15,000	\$15,500	\$16,000	\$16,500	\$17,000
Alternative Compliance Engagement (if applicable): the fee is a range as it is dependent upon the level of activity in each year	\$5,000 - \$10,000	\$5,000 - \$10,000	----	----	----
Single Audit (if applicable): the fee is a range as it is dependent upon the number of federal awards that will be required to be tested	\$10,000 - \$20,000	\$10,000 - \$20,000	----	----	----



FEES

We have detailed below our fees to provide audit services to the Town for the years ending June 30, 2024, 2025, 2026, and option years 2027 and 2028. The proposed fees for the annual financial statement audit, single audit or ARPA Alternative Compliance Explanation (if necessary) and Maryland Uniform Financial Report are as follows:

<u>Year</u>	<u>Financial Statement Audit</u>	<u>ARPA Compliance Examination or Single Audit, if applicable</u>	<u>Uniform Financial Report</u>	<u>Toal</u>
2024	\$ 29,500	\$ 4,000	\$ 2,700	\$ 36,200
2025	\$ 31,000	\$ 4,100	\$ 2,750	\$ 37,850
2026	\$ 32,550	\$ 4,200	\$ 2,800	\$ 39,550
2027	\$ 34,150	\$ 4,300	\$ 2,850	\$ 41,300
2028	\$ 35,850	\$ 4,400	\$ 2,900	\$ 43,150

If the Town requires in person meetings outside of normal business hours, a fee of \$1,000 - \$1,500 per meeting will be charged. The above pricing for the single audit assumes there would only be one major program. If the town receives additional federal funding that would result in more major programs, additional fees will be necessary. If no single audit is necessary, then the above fee would not be charged.

If additional time is necessary (e.g. due to client delays, changes in professional standards, changes in laws or regulations, establishment of new funds, implementation of new GASB's, new bond issues, client assistance time, etc.) we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

Should it become necessary for the Town to request us to render any additional services to either supplement the services requested in this RFP or to perform additional work or to perform additional work as a result of the specific recommendations included in any report issued on this engagement, then such additional work shall be performed only if set forth in an addendum to the contract between the Town and our firm. Any such additional work agreed to between the Town and firm shall be performed at the rates detailed below discounted for the type of engagement.

The following hourly rates will apply for the duration of this contract for any additional services that the Town shall require:

<u>Level</u>	<u>Standard Hourly Rate</u>
Partner	\$ 330
Principal	\$ 270
Senior Manager	\$ 250
Manager	\$ 190
Supervisor	\$ 170
Senior	\$ 115
Staff	\$ 90

Vito Tinelli

From: Angeline White <angelinew@wcscpa.com>
Sent: Monday, June 3, 2024 9:02 AM
To: Vito Tinelli
Subject: Town Audit

Good morning. Thank you for reaching out to us.
Unfortunately at this time, we will not be able to provide a RFP response.
Thanks!

Angeline White, CPA, CCA
Partner



20 Wight Ave.	139 N. Main St.	116 W. Main St.
Suite 210	Suite 201	Suite B
Hunt Valley, MD 21030	Bel Air, MD 21014	Elkton, MD 21921
410.339.6464	410.838.2237	410.398.1961
800.394.4995	410.879.2237	F: 410.398.1157
F: 410.339.7272	866.212.2237	
	F: 410.893.9527	



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TOWN OF BLADENSBURG

REQUEST FOR PROPOSALS

ANNUAL AUDIT SERVICES



Issued by:

**TOWN OF BLADENSBURG
4229 Edmonston Road
Bladensburg, Maryland 20710**

Tel: 301-927-7048

RFP 008 - 2024

**Issue Date: May 20, 2024
Proposal Due Date: June 7, 2024**

Town of Bladensburg

Council Members

Ward I

Trina D. Brown

Kalisha Dixon



Mavor

Takisha James

Council Members

Ward II

Marilyn Blount

Carrol H. McBryde

RFP Summary: Request for Proposal (RFP) Annual Auditing Services for the Town of Bladensburg

Bid Release Date: May 20, 2024

1. Introduction:

The Town of Bladensburg is soliciting proposals from qualified auditing firms to provide auditing services for the period of three years, with the option for two one-year renewals. The selected firm will be responsible for conducting a comprehensive review of all Town financial records, grants, and federal funding.

2. Scope of Work:

The auditing firm shall perform the following tasks:

1. Conduct a thorough review of all Town financial records, including budgets, expenditures, revenues, and financial statements.
2. Audit grants and federal funding received by the Town, ensuring compliance with relevant regulations and guidelines.
3. Specifically review the utilization and compliance of funds allocated through the American Rescue Plan Act (ARPA) for FY24 and FY25 only.
4. Provide an onsite review of financial records and conduct necessary fieldwork as part of the auditing process.
5. Prepare and deliver an annual briefing to the Town Council, presenting the findings of the audit and any recommendations for improvement.
6. Previous audits can be accessed on the Town of Bladensburg's website at https://www.bladensburgmd.gov/government/documents_reports.php#outer-6sub-438

3. Proposal Requirements:

Proposals should include the following information:

1. Firm profile, including qualifications and relevant experience in auditing municipal entities.
2. Proposed approach and methodology for conducting the audit, including the scope of review and timeline.
3. Team composition and qualifications of key personnel who will be involved in the audit.

4. Cost proposal per year with addendums for Alternative Compliance Examinations of ARPA Funds and Single Audit if needed.
5. References from previous clients for similar auditing services.

4. Proposal Submission:

Interested firms must submit their proposals electronically by **June 7, 2024** to the following address:

Town of Bladensburg

Attn: Vito Tinelli, Treasurer

Email: vtinelli@bladensburgmd.gov

A copy must also be sent to clerk@bladensburgmd.gov

5. Evaluation Criteria:

Proposals will be evaluated based on the following criteria:

1. Experience and qualifications of the auditing firm and its personnel.
2. Proposed approach and methodology for conducting the audit.
3. Cost-effectiveness of the proposal.
4. References and past performance.

6. Contact Information:

All questions and inquiries regarding this RFP should be directed to Vito Tinelli, Treasurer, at vtinelli@bladensburgmd.gov

7. INSURANCE REQUIREMENTS:

The contractor must maintain Comprehensive General Liability Insurance, including Contractual and Personal Injury Liability, with specified limits. Workman's Compensation as required by law and \$1,000,000 in combined bodily injury and property damage coverage are also necessary. The managing agent shall be named as an additional insured under the owner's policies. Certificates of insurance must be provided to the Town of Bladensburg prior to commencing work.

All insurance described shall remain in force as long as the contractor performs work for the Town of Bladensburg under this contract.

8. Disclaimer:

The Town of Bladensburg reserves the right to reject any or all proposals received, to waive any informalities or irregularities in the proposals received, and to select the proposal that best meets the needs of the Town.



Agenda Item Summary Report

Meeting Date: July 15, 2025	Submitted by: Vito Tinelli, Treasurer Michelle Bailey Hedgepeth, Town Administrator
Item Title: Town Auditor Contract - LSWG	
Approval of a contract with LSWG for Town Audit Services for a period of three (3) years with two one-year extensions.	
Work Session Item [X] Council Meeting Item [X]	Documentation Attached: RFP Bids
Recommended Action:	
Staff recommends approval of a three (3) year contract with two one-year extensions (totaling a possible five years) with LSWG for Annual Audits beginning with FY 2024 – FY 2026.	
<p>Item Summary:</p> <p>In May 2024, the Town of Bladensburg sought proposals from qualified auditing firms to provide auditing services for a period of three years, with the option for two one-year renewals. The selected firm will comprehensively review all Town financial records, grants, and federal funding.</p> <p>Three bidders responded:</p> <ul style="list-style-type: none"> • LSWG • WSC – responded, but they declined to bid • Zelenkofske Axelrod <p>After reviewing the two bids, the Town chose LSWG based on price, performance, and previous work done with the Town. The Town finds them to be a responsive and responsible bidder.</p> <p>The Town Treasurer will be able to answer any questions regarding this contract.</p>	
Budgeted Item: Yes [X] No [] Budgeted Amount: 15k - 17k per year One-Time Cost: Ongoing Cost: Annual Cost	Continued Date:
Council Priority: Yes [] No []	Approved Date:

Bill Updates

BLADENSBURG 7/2024

Bills To Cover

HB 1104	HB 0306 (PASSED)	HB 0307 (PASSED)	SB 0160
Fairness In Zoning	Economic Innovation	Class C Beverage License For Fraternities	Tipped Employees Bill
Not a lot movement	No venture capital	Allows for fundraising	Businesses must begin to pay minimum wage
Did Not pass	Workgroup is required by Jan, 15 2026 to report on recommendations and strategies	Enables unique opportunities for gatherings	Changes will occur over the next 3 years

Bills To Cover

HB 396 (PASSED)	HB 398 (PASSED)	SB 0100	HB282
Tax On Energy	Telecommunications Tax	Organized Retail Theft	Speed Camera Enforcement
Leaves an opening for the county provided school funding to be reduced	Leaves an opening for the county provided school funding to be reduced	Aims at stopping large scale retail	Allowing a technician vice a Police to certify violations
State has encouraged all parties to get on board	State has encouraged all parties to get on board	Strongly worked by Bladensburg	Fiscal note reports significant cost savings

Bills To Cover

HB 0170	HB 1059	SB 0148 (PASSED)	SB 0314
MAGLAV Bill	Delegate Holmes municipal zoning	Stormwater Management Bill	Parental Accountability
Involves no further funding from the state	The bill is losing some steam	Earmarks 20 million for stormwater mgmt. funds	Assigns Civil Liability up to \$25,000
Only money spent, we involve engineers reviewing designs	Currently barriers such as 15,000 municipal residents	The aim is directed and underserved communities 1 st	Deals with Civil Manners only

Any Questions?



Agenda Item Summary Report

Meeting Date: July 15, 2024	Submitted by: Jonathan Brown, LA Perez Michelle Bailey Hedgepeth, Town Administrator
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Item Title: Legislative Summary Report from LA Perez Consulting – Session 2024

Legislative Summary Report from LA Perez Consulting – Session 2024

Work Session Item <input checked="" type="checkbox"/> Council Meeting Item <input checked="" type="checkbox"/>	Documentation Attached:
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Recommended Action:

Information Only—This is the annual report and update from the Town’s Legislative Consulting Team. It has been provided to inform the council and solicit input on future items.

The Town has worked collaboratively on legislative items with Tony Perez and his associate Jonathan Brown over the last session. This item presents a final summary of the activities over the last session. Town staff frequently interacts with Mr. Perez and Mr. Brown on state and local legislative items, and the Firm has been helpful on various issues.

The LA Perez team will be working on staff on a tour with our delegation to show the work that has been done recently on various projects.

Mr. Brown will be able to answer any questions at the Council Work Session meeting. The Town Administrator will provide an overview at the Council meeting at 7 PM.

Budgeted Item: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Budgeted Amount: \$ NA One-Time Cost: NA Ongoing Cost: Monthly Cost	Continued Date:
Council Priority: Yes <input type="checkbox"/> No <input type="checkbox"/>	Approved Date:



Town of Bladensburg, Maryland
RESOLUTION NO. 01 - 2025

Date Introduced: July 15, 2024

Date Adopted: July 15, 2024

Date Effective: July 15, 2024

Town of Bladensburg Resolution of Support for the Bladensburg Fire Department and other Volunteer Fire Departments throughout Prince George's County

Whereas, the Port Towns, represented by their respective mayors, acknowledge and support the concerns raised by Chief Dave Sumner and the Volunteer Fire Departments in our area regarding the critical shortage of career staffing in our local firehouses;

Whereas, the current staffing crisis severely impacts the ability of fire departments in Bladensburg, Cottage City, and other volunteer fire departments to deliver essential emergency services to our communities;

Whereas, the shortage of career personnel places significant strain on our volunteer firefighters and compromises the health and safety of our residents;

Whereas, our volunteer firefighters have faithfully served our communities for over a century, yet increasing demands and new training standards have become unmanageable without adequate support, resulting in delayed response times, increased EMS call volumes, and reduced effectiveness in emergency service delivery;

Whereas, the Port Towns have consistently supported our volunteer organizations, recognizing the invaluable contributions they make to Prince George's County through their volunteer work;

Whereas, the County Fire Department has made some changes and is willing to meet mayors and staff over the past few weeks to discuss these urgent matters, signaling a shared commitment to finding viable solutions;

Whereas, immediate action by the County is urgently needed to address the current staffing shortfall, ensuring that our firehouses are adequately staffed with career personnel to maintain the high standard of public safety expected and deserved by our residents;

Whereas, our communities heavily rely on the dedicated service of both career and volunteer firefighters, and without sufficient career staffing, the burden on our volunteers becomes unsustainable, leading to fatigue, health issues, and diminished morale, ultimately jeopardizing the safety of our residents;

Resolved, that the Town of Bladensburg, in solidarity with Chief Dave Sumner and the Volunteer Fire Departments, calls upon Prince George's County to take immediate and decisive action to address the staffing crisis affecting our fire departments;

Resolved, that the Town of Bladensburg urges the County to prioritize and implement measures that ensure our fire departments can operate effectively, safeguarding our communities and providing essential public safety services;

Resolved, that the Town of Bladensburg stands united with Chief Sumner and our volunteer firefighters in their plea for the County to commit to sustainable solutions that uphold public safety standards across Prince George's County.

Be it further resolved, that a copy of this resolution be transmitted to the Prince George's County Executive, County Council, and relevant County officials to convey the urgent need for action and solidarity in support of our fire departments.

BE IT FURTHER RESOLVED that this Resolution be and is hereby adopted this ___ Day of July 2024 and shall take effect immediately upon its adoption.

Attest:

Michelle Bailey-Hedgepeth
Town Administrator/ Acting Town Clerk

Takisha D. James, Mayor



Agenda Item Summary Report

Meeting Date: July 15, 2024	Submitted by: Michelle Bailey Hedgepeth, Town Administrator
Item Title: Resolution 01-2025: Town of Bladensburg Resolution of Support for the Bladensburg Fire Department and other Volunteer Fire Departments throughout Prince George's County	
Resolution 01-2025: <i>Town of Bladensburg Resolution of Support for the Bladensburg Fire Department and other Volunteer Fire Departments throughout Prince George's County</i>	
Work Session Item <input type="checkbox"/> Council Meeting Item <input checked="" type="checkbox"/>	Documentation Attached: Resolution
Recommended Action:	
Staff recommends the passage of this support resolution.	
Item Summary: This is a resolution of support that will be submitted to Prince George's County Executive, County Council, and relevant County officials to convey the urgent need for action and solidarity in support of our fire departments. Here are the key points of the Town of Bladensburg Resolution of Support for the Bladensburg Fire Department and other Volunteer Fire Departments throughout Prince George's County: <ul style="list-style-type: none"> Acknowledgement of Staffing Concerns: The department recognizes and supports the concerns raised by Chief Dave Sumner and Volunteer Fire Departments regarding critical shortages of career staffing in local firehouses. Impact of Staffing Crisis: Highlights that the current staffing crisis severely affects the ability of fire departments (including Bladensburg, Cottage City, and others) to deliver essential emergency services, compromising community safety. Strain on Volunteer Firefighters: Notes that the shortage of career personnel places significant strain on volunteer firefighters and jeopardizes the health and safety of residents. Historical Service and Increasing Demands: The Town acknowledges the longstanding service of volunteer firefighters but emphasizes that increasing demands and new training standards are unsustainable without adequate support, leading to delayed responses and reduced effectiveness. Community Support for Volunteers: Affirms consistent support for volunteer organizations, recognizing their invaluable contributions to Prince George's County. Urgency for Action: Prince George's County calls for immediate action to address the staffing shortfall and ensure firehouses are adequately staffed with career personnel to maintain high public safety standards. Impact on Community Safety: Emphasizes that insufficient career staffing burdens volunteers, leading to fatigue, health issues, and diminished morale, ultimately compromising community safety. 	
Budgeted Item: Yes <input type="checkbox"/> No <input type="checkbox"/> NA Budgeted Amount: One-Time Cost: NA Ongoing Cost: NA	Continued Date:
Council Priority: Yes <input type="checkbox"/> No <input type="checkbox"/>	Approved Date:

December 14, 2023

To: **John Sower**
Sam Parker, Jr.
Aman Trust

Re: Bostwick House Request for Proposal for Architectural and Engineering Services
3901 48th Street
Bladensburg, MD 20710

Dear John and Sam,

Thank you again for having me to assist you in selecting the firm to represent you and the Town of Bladensburg regarding this project for the future of Bostwick. As an important historic resource in your community, I think this effort will create a great public resource for the entire community and ensure that Bostwick survives to tell its story to future generations.

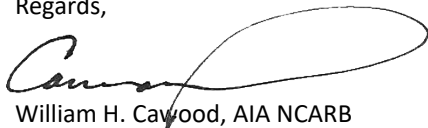
We had a very positive response to the Request for Proposals for Architectural and Engineering Services that we sent out earlier in the year. Of 8 responding firms, we had 5 firms submit proposals. The firms range in size from small to large, and from local practices, through regional firms, up to large national practices. The following firms submitted formal proposals by the deadline:

1. Encore Sustainable Architects
2. Quinn Evans
3. MTF Design + Preservation
4. Michael Graves Architecture
5. Brennan + Company

Several of the firms have key members that have done consulting work on the property in the past or are currently working in an advisory capacity. I would also like to say that across the board the proposals were very professional and well considered in their approach to providing services, and they bring an array of consultants and many decades of experience to your project. I will give some bullet points for discussion on each of the respondents, and at the end I will give a short chart of the proposed fees for each of the respondents.

I encourage you and the board members, as well as the Selection Committee, to review each of the respondents' provided materials, which I have provided in a link for downloading to you both. The proposals contain far more information than can be quickly summarized, and I want to stress that the discussion points below are not an evaluation of the merits of the respective proposals, but only items for discussion and further evaluation. I have also included the Summary Proposal Cover Page for each respondent, with the exception of Encore who provided their own fee schedule.

Regards,



William H. Cawood, AIA NCARB
Cawood Architecture, PLLC

Summary of Responses

1. Encore

Encore has assembled a large team for the project, and the prime members have experience with Bostwick, and with other similar projects, and have a recent project that closely mirrors the goals for Bostwick. Their timeline of 24 weeks is in the average of timelines.

- a. Key Personnel and Consultants
 - i. Architect: Ward Bucher
 - ii. Structural engineer: Dave Linton
 - iii. Civil: Aaron Smith
 - iv. MEP Engineers: Carlton A. Getz
 - v. Cost Estimating: Taylor R. Boyd
- b. Relevant project experience
 - i. The firm has worked on several significant historic projects in the area, with several receiving both national and local awards.
 - ii. McCormick-Goodhart Residence in Langley Park is a successful project that closely mirrors the goals of Bostwick.
 - iii. Dave Linton has prepared conditions and assessment reports on the house in the past.
- c. Key Services provided/excluded.
 - i. Deliverables match the project RFP requests except as noted:
 1. Hazardous materials consulting services are an additional service.
 2. Historic tax credit program consulting services may not be provided- needs clarification.
 3. Need clarification on renderings provided.
 - ii. Some examples of renderings and a conceptual perspective were included in marketing materials.
 - iii. A sample of a Building Assessment report was provided.
 - iv. A cost estimate was provided with the provided report.
 - v. Site plans will not be field run-based on county GIS.

2. Quinn Evans

Quinn Evens brings a large team to the project, and the prime members have experience with Bostwick, most notably the Rhodesside and Hartwell/Milner reports, among others. The firm has experience with several local projects closely mirroring the goals for Bostwick. Their timeline of 22 weeks is in the low average of timelines.

- a. Key Personnel and Consultants
 - i. Architect: Anath Ranon/Nakita Reed
 - ii. Structural engineer: Vassil Draganov (Silman)
 - iii. Civil: Elliot Rhodesside/Baozhu Wei
 - iv. MEP Engineers: Michael Lentz
 - v. Hazmat: Chris Weaver
 - vi. Cost Estimating: Kirk Miller

- b. Relevant project experience
 - i. The firm has worked on significant historic projects in the area, with several receiving both national and local awards.
 - ii. Parren Mitchell House and Ambassador Community Arts Center in Baltimore are projects that closely mirror the goals of Bostwick.
 - iii. Silman has prepared structural reports on Bostwick in the past, and Rhodeside and Hartwell has also prepared significant reports on the house.
- c. Key Services provided/excluded.
 - i. Deliverables match the project RFP request except as noted below:
 - 1. MHT/MNCPPC consultation services may not be provided-needs clarification.
 - ii. Two samples of a Building Assessment/Conditions report were provided.
 - iii. Several examples of rendered plans and perspectives were provided in marketing materials.
 - iv. Cost sample reports were provided for both reports.
 - v. Hazardous materials consulting services will be provided.
 - vi. Site plans will not include a field run survey.

3. MTFA

MTFA has assembled a large team for the project, with several of the prime members having long term experience with Bostwick, most notably the John Milner team which completed several projects. The firm has experience with several local projects closely mirroring the goals for Bostwick. A project approach was included with the proposal, outlining keys steps. Their timeline of 39 weeks (275 days) is at the top of timelines.

- a. Key Personnel and Consultants
 - i. Architect: James P. Clark
 - ii. Structural engineer: Dave Linton
 - iii. Civil/Landscape: Liz Sargent
 - iv. MEP Engineers: Lucas Hoffmann
 - v. Archaeology: Cynthia V. Goode
 - vi. Hazmat: Jason Gauthier
 - vii. Cost Estimating: Michael Funk
- b. Relevant project experience
 - i. The firm has worked on significant historic projects in the area, with several receiving both national and local awards.
 - ii. Patterson Center in St. Leonard is a project that closely mirrors the goals of Bostwick.
 - iii. Dave Linton has prepared structural reports on the house in the past, and John Milner (the predecessor company of MTFA) has also prepared important reports on the house.
- c. Key Services provided/excluded.
 - i. Deliverables match the project RFP requests.

- ii. A sample of a Building Assessment/Conditions report was provided, as well as a Feasibility Study.
- iii. Sample cost reports were included.
- iv. Archaeology consulting services included.
- v. Some examples of rendered plans were provided in marketing materials.
- vi. Hazardous materials consulting services will be provided.
- vii. 3D laser scan of the building, including output to conventional drawings.
- viii. Site plans will be prepared (confirm field run survey-not broken out into a line item).
- ix. MHT/MNCPPC consulting services are included on an informal basis.

4. Michael Graves Architecture

Michael Graves Architecture is large firm composed of professionals from the Kann Partners and Waldon Studio Architects, and they have also assembled an extensive team for the project. The professionals at MGA and their consultants have worked on other projects that closely mirror the goals for Bostwick and have consulted on over 60 local historic projects. Their timeline of 26 weeks is in the average of timelines.

- a. Key Personnel and Consultants
 - i. Architect: Catherine Good
 - ii. Structural engineer: Matthew Daw
 - iii. Civil: Marianne Crampton
 - iv. MEP Engineers: Jeff Alban
 - v. Cost Estimating: George Bakalyr
- b. Relevant project experience
 - i. The firm has worked on at least 60 historic projects of various scales in the area, with several receiving both national and local awards.
 - ii. Belmont Manor in Columbia and Concord Manor in Capitol Heights are recent projects that closely mirror the event venue goals of Bostwick.
- c. Key Services provided/excluded.
 - i. Deliverables match the project RFP requests except as noted below:
 1. Hazardous materials consulting/testing services will not be provided-needs clarification.
 2. Consultation with MHT and MNCPPC may not be provided-needs clarification.
 3. Unclear if marketing perspectives are being provided-not included in Deliverables or Understanding of Scope.
 - ii. Sample of a schematic rendering or perspective was not included in marketing literature.
 - iii. Two samples of a Building Assessment/Conditions report were provided.
 - iv. Two sample cost estimates were provided.
 - v. A site survey will be provided (\$26,000 value per line items)

5. Brennan + Company

610 East Main Street, Suite 200 Purcellville, VA 20132
phone: 240-876-9172 email: william@cawoodarch.com

Brenan and Company represent a smaller, local team consisting of members that have current experience with Bostwick as well as other similar projects. They also have recent local projects that show experience with adaptive reuse. They did not provide a timeline that was readily apparent, but have noted hours for architectural tasks.

- a. Key Personnel and Consultants
 - i. Architect: Rob Brennan, Lili Mundroff
 - ii. Structural engineer: Peter Neubauer
 - iii. Civil: Mark Willard
 - iv. MEP Engineers: Larsen Angel
 - v. Cost Estimating: by qualified general contractor
- b. Relevant project experience
 - i. The firm has worked on several smaller scale historic projects in the area, with several receiving local awards.
 - ii. The Beckley House in Reisterstown and the Merryman House in Ellicott City are projects that share adaptive reuse features common to the vision for Bostwick.
 - iii. Lili Mundroff and Peter Neubauer have recently provided services for Bostwick.
- c. Key Services provided/excluded.
 - i. Deliverables match the project RFP requests except as noted below:
 1. Site plans/survey not noted to be provided-needs clarification.
 2. Hazardous materials survey excluded
 3. Historic tax credit program consulting services not included. Consultation with MHT/MNCPP included.
 4. Cost estimating will be provided by general contractor-will need clarification on timing.
 - ii. Examples of rendered plans and perspectives included in marketing materials.
 - iii. Building Information Modeling will be provided.
 - iv. Two samples of existing conditions drawings were provided. Separate conditions reports were not provided-needs clarification if drawings are conditions reports.
 - v. A sample cost report was not provided.

Summary of Base Fees

Respondent	Base Fee
Encore	\$117,535.00
Quinn Evans	\$325,430.00
MTFA	\$170,251.76
Michael Graves Architecture	\$203,095.00
Brennan & Company	\$105,850.00



Agenda Item Summary Report

Meeting Date: July 15, 2024	Submitted by: Michelle Bailey Hedgepeth, Town Administrator
Item Title: A Memorandum of Understanding (MOU) between Aman Memorial Trust (Aman Trust) and the Town of Bladensburg (Town) regarding the Bostwick House Request for Proposal for Architectural and Engineering Services and payments to Architects.	
Approval of a Memorandum of Understanding between Aman Memorial Trust (Aman Trust) and the Town of Bladensburg (Town) regarding the Bostwick House Request for Proposal for Architectural and Engineering Services and payments to Architects.	
Work Session Item [X] Council Meeting Item [X]	Documentation Attached: Memorandum of Understanding Summary of Bidder – Cawood
Recommended Action:	
Approve MOU with Aman Trust so that the town can start the site study process in an amount not to exceed \$200,000.	
Item Summary: This MOU formalizes the partnership and commitments to the Aman Trust and the Town regarding Encore Sustainable Architects and others' evaluation and study of Bostwick House. The Aman Memorial Trust and Town have been working cooperatively on this project, and Aman Trust issued an RFP in Fall 2023. The Town has participated in the analysis and selection process with the Aman Trust, and entering into this agreement will help expedite it so that the planning work can take place to obtain more funding for the site. The Aman Trust has agreed to assist in project management, and the Town will use Bond Bill 2022 proceeds not to exceed \$200,000 to pay contract-related fees. The Town Administrator will be able to answer questions from the Council on this matter.	
Budgeted Item: Yes [X] No [] NA Budgeted Amount: 200,0000 One-Time Cost: NA Ongoing Cost: NA	Continued Date:
Council Priority: Yes [] No []	Approved Date:

A Memorandum of Understanding (MOU) between Aman Memorial Trust (Aman Trust) and the Town of Bladensburg (Town) regarding the Bostwick House Request for Proposal for Architectural and Engineering Services and payments to Architects.

Whereas, in Fall 2023 – January 2024, the Aman Trust and the Town of Bladensburg jointly issued a Request for Proposal (RFP) for Architectural and Engineering Services to evaluate and develop plans to reuse the Bostwick House as an Events venue; and,

Whereas, Aman Trust and the Town jointly conducted interviews with firms in 2024 and selected Encore Sustainable Architects as the most qualified firm for the project.

Whereas, the Town of Bladensburg and Aman Trust have collaborated effectively on similar projects with past restoration projects, with Aman Trust acting as project manager, overseeing billing, and providing technical assistance; and,

Whereas, the Urban Land Institute (ULI) Technical Assistance Panel convened in April 2024, and its findings will inform Aman Trust and Encore Sustainable Architects in shaping the long-term vision for the Bostwick House site; and,

Whereas, the Aman Trust has agreed to enter into a contract with Encore Sustainable Architects and Cawood Architecture to perform project management services for no fee with the Town; and,

Whereas, the Town will pay invoices up to a total of **\$200,000** over the contract's duration to Aman Trust or directly to Encore Sustainable Architect and others for expenses related to engineering, architectural, and design services; and,

Whereas, Funding for this project will be reimbursed to the Town of through the reimbursement of approved expenses to the Bond Bill 2022 from the State of Maryland, Department of General Services (DGS), designated for Bostwick House's rehabilitation; and,

Whereas, the Town will act on and pay all invoices approved by Aman Trust from Encore Sustainable Architects and others within a period of 30 days of receipt; and,

Whereas, the Aman Trust or the Town cannot unilaterally extend or expand the **cost of the scope of the project** without the mutual agreement, and approval of the Town Council; and,

Whereas, the Town of Bladensburg will provide feedback to Aman Trust on project issues, and both parties retain the option to mutually terminate the contract with Encore Sustainable Architects and others, if performance expectations are not met; and,

Whereas, the Aman Trust and Encore Sustainable Architects and others will provide all billing and copies of work products (Reports, surveys, drawings, 3D images, and plans) to the Town of Bladensburg, Attn: Town Clerk, and email copies to clerk@bladensburgmd.gov – mailing address 4229 Edmonston Road, Bladensburg MD 20710; and,

Therefore, the parties agree that, through this Memorandum of Understanding (MOU), the Town of Bladensburg and The Aman Memorial Trust will work jointly on the contract with Encore Sustainable Architects and others on this ____ day of July 2024.

This MOU formalizes the partnership and commitments to the Aman Trust and the Town regarding Encore Sustainable Architects and others' evaluation and study of Bostwick House.

Mayor Takisha James
Town of Bladensburg, Maryland

Officer
Aman Memorial Trust

Witness:

Print Name: _____

Wes Moore, Governor
Aruna Miller, Lt. Governor



Rebecca L. Flora, AICP, LEED ND / BD+C, Secretary
Elizabeth Hughes, MHT Director and
State Historic Preservation Officer

Maryland
DEPARTMENT OF PLANNING
MARYLAND HISTORICAL TRUST

April 3, 2024

Michelle Bailey-Hedgepeth
Town of Bladensburg
4229 Edmonston Road
Bladensburg, Maryland 20710

Re: Bostwick House, Prince George's County - Change/Alteration
Maryland Historical Trust Preservation Easement
Loan of 2022, Chapter 344

Dear Ms. Bailey-Hedgepeth:

The Maryland Historical Trust (MHT) is in receipt of your application, received on March 12, 2024, regarding the use of Bond Bill funds authorized under Chapter 344 of the 2022 Laws of Maryland, requesting approval to undertake stabilization work including: repair and repainting of exterior doors; repair and repainting of select windows; repointing, repair, and stabilization of buttress, kitchen chimney, north elevation masonry wall, front porch stair masonry walls, front (west) elevation masonry walls; installation of new terracotta flue, mortar crown, and metal rain cap for kitchen chimney; repair and repainting of dormers; prep and repaint exterior of house, including repair of trim and replacement of missing trim; replacement of damaged or missing gutters and downspouts; removal of interior concrete stairs to basement and installation of new reinforced concrete stairs to match in-kind with an associated new metal handrail; repair/rewire electrical fixtures/lights and wiring, and install new light fixtures at locations where they are missing/broken, at the Bostwick House. Pursuant to the Maryland Historical Trust Act of 1985, as amended (*see* Md. Code Ann., State Fin. & Proc. § 5A-325), MHT's Easement Committee (Committee) reviewed the abovementioned projects on March 26, 2024 to assess its effects on historic properties.

Based on the review and recommendation of the Committee, I grant conditional approval of the stabilization work including: repair and repainting of exterior doors; repair and repainting of select windows; repointing, repair, and stabilization of buttress, kitchen chimney, north elevation masonry wall, front porch stair masonry walls, front (west) elevation masonry walls; installation of new terracotta flue, mortar crown, and metal rain cap for kitchen chimney; repair and repainting of dormers; prep and repaint exterior of house, including repair of trim and replacement of missing trim; replacement of damaged or missing gutters and downspouts; removal of interior concrete stairs to basement and installation of new reinforced concrete stairs to match in-kind with an associated new metal handrail; repair/rewire electrical fixtures/lights and wiring, and install new light fixtures at locations where they are missing/broken, provided the following conditions are met:

- The existing bricks must be salvaged to the greatest extent possible. Any new replacement bricks must match the historic bricks in-kind, matching the size, texture, finish, color, and scale. Photographs of the proposed new brick against the existing masonry must be submitted for comparison for review and approval prior to any replacement.
- Repointing mortar must match the existing historic mortar in size, design, color, texture, composition, strength, joint width, joint profile, and other visual qualities, per Standard #6.
- It is understood that a 4' x 4' test patch will be prepared in order to evaluate the proposed repointing method and ensure that any work matches the existing masonry in appearance. Photographs of the completed test panel should be submitted for MHT's review and approval prior to completing any repointing.
- The cleaning of masonry and wood must be accomplished using the gentlest means possible without damaging the historic materials. MHT generally suggests a cleaner/paint remover with a pH level of 7 or 8. Please clarify the locations where the specific paint removers will be used, the materials on which they will be used, and the extent to which they will be used. A test panel of the proposed cleaning/removal method may be required to confirm that the proposed product can be used without damaging historic materials.

This work is consistent with the Secretary of the Interior's *Standards for the Treatment of Historic Properties*, specifically *General Rehabilitation Standards 5, 6, 7, and 8*. This approval is valid for a period of six months from the date of this letter.

As required by the Bond Bill, MHT has examined the proposed projects to determine whether, prior to the issuance of the bonds, the grantee or owner of the property must convey a perpetual preservation easement to MHT. After review of the documentation provided, MHT has determined that the property is already subject to a perpetual historic preservation easement acceptable to MHT. Therefore, MHT does **not** require the conveyance of a perpetual preservation easement on this property.

By copy of this letter, we are notifying the Board of Public Works (BPW) that the project's historic preservation review and consultation **is in progress** and no funds may be released at this time. If you have questions or require further information, please contact Beth Cole at (410) 697-9541 / mht.section106@maryland.gov.

Should you have any questions regarding this letter, please contact MHT Easement Staff via email at mht.easements@maryland.gov.

Sincerely,



Elizabeth Hughes
Director
Maryland Historical Trust

EH/CN

cc: BPW / email.bpw@maryland.gov
Comptroller / [CAPITAL GRANTS@comp.state.md.us](mailto:CAPITAL_GRANTS@comp.state.md.us)
DGS / dgs.capitalgrants@maryland.gov
Beth Cole, MHT



Bostwick House Window Restoration Break Down

Offsite Window Restoration

20/20 Lite Sash: \$6800 per opening x 4 openings = \$27,200

4/4 Lite Sash: \$1360 per opening x 4 openings = \$5,440

6/6 Lite Sash: \$2040 per opening x 6 openings = \$12,240

4/2 with side lites: \$1700 per opening x 1 opening = \$1,700

Leaded transoms: \$600 per opening x 4 = \$2400

Total Window Restoration Cost: \$48,980

Offsite Millwork Restoration

20 lite door/2panel: \$8400 x 1

Fanlight Transom: \$3690 x 1

Side lite/panel: \$3040 x 2 = \$6080

Kitchen Door: \$6040

Storm Doors: \$2160 x 2 = \$4320

Cornice: 60LF X \$244 per foot = \$14,640

Dormer Trim and Sills: 3600 per opening x 5 openings = \$18000

Total Millwork Restoration: \$61,170

Onsite work

Extraction/Board up: \$500 per opening x 19 openings = \$9,500

Repairs to openings: \$900 per opening x 19 openings = \$17,100

Prep/Paint openings: \$1400 per openings x 19 openings = \$26,600

Total Onsite Work: \$53,200

Transportation/Lodging/Materials/ Misc: \$16,650

Total Cost: \$180,000



Bostwick House Window Restoration Break Down

Offsite Window Restoration

20/20 Lite Sash: \$6800 per opening x 4 openings = \$27,200

20 lite door/2panel: \$8400

Fanlight Transom: \$3690

Storm Door: \$2160

Side lite/panel: \$3040 x 2 = \$6080

Subtotal: \$47,530

Onsite Window Restoration

Extraction/Board up: \$500 per opening x 6 openings = \$3,000

Repairs to openings: \$900 per opening x 6 openings = \$5,400

Prep/Paint openings: \$1400 per openings x 6 openings = \$8,400

Subtotal: \$16,800

Transportation/Lodging/Materials/ Misc: \$6,500

Total: \$70,830

Optional

- **10% cost if work is subject to prevailing wage rates: \$7,083**
- **Additional cost if bond is required cost: \$5,000**

Estimated Schedule:

Onsite: windows, door: removal, install, repairs: 1 weeks

Prep and Paint openings: 1 week

Shopwork: 1 month

Total Estimated Time: 6 weeks



Agenda Item Summary Report

Meeting Date: July 15, 2024	Submitted by: Michelle Bailey Hedgepeth, Town Administrator
Item Title: Approval of a Contract with WMG Historic Restoration, LLC for Bostwick Historic Window Restoration in an amount not to exceed \$82,913	
Approval of a Contract with WMG Historic Restoration, LLC for Bostwick Historic Window Restoration in an amount not to exceed \$82,913	
Work Session Item [X] Council Meeting Item [X]	Documentation Attached: WGC Breakdown Qualifications RFP and Photos
Recommended Action:	
Staff recommends approval of Contract with WMG Historic Restoration, LLC for Bostwick Historic Window Restoration in an amount not to exceed \$82,913	
Item Summary:	
<p>Over the last few months, Will Cawood has worked with the Maryland Historic Trust (MHT) to approve repairs and a stabilization plan for the Bostwick House. In May 2024, after this approval, a scope of work was bid, and emails were sent to several local Historic preservation and window companies who declined to bid or did not respond.</p> <p>Due to the nature of this work, the repair and placement take significant time and a particular talent set. Staff decided in consultation with the Aman Trust to bring forward these immediate repairs as we delved through and re-adjusted the bids on the masonry work. These wind prices are comparable to those that were bid by EGC our second bidder but they declined to offer the Town the option to provide Bacon-Davis Wage Scale documents.</p> <p>I have attached photos so that the Council can see the window's current state, which needs immediate repair.</p> <p>The Town Administrator will be able to answer any questions regarding this contract.</p>	
Budgeted Item: Yes [X] No [] Budgeted Amount: 300,000 Bond Bill One-Time Cost: Repairs Ongoing Cost:	Continued Date:
Council Priority: Yes [] No []	Approved Date:

From: [William Cawood](#)
To: [Michelle Bailey-Hedgepeth](#); sjparkerjr47@gmail.com; [John Sower](#)
Subject: Bostwick West Front Bids
Date: Thursday, June 20, 2024 11:12:34 AM
Attachments: [WMG Bid Bostwick RFP 6.17.24.pdf](#)
[EGG Construction.zip](#)

All-

Please see the attached for bids for the West front stabilization at Bostwick.
We received bids from EGG Construction and WMG Restorations.

EGG Bid \$297, 620 (Includes windows/doors, trim, brick, and painting)

WMG Bid \$198,000 (includes windows/doors and trim, and painting of the same. No masonry work)

Please take a look at the bids and then we can set aside a time to discuss.

Thanks,

Will

William Hill Cawood, AIA

CAWOOD ARCHITECTURE PLLC

240.876.9172

https://url.avanan.click/v2/___www.cawoodarch.com___YXAzOmJsYWRlbnNidXJnOmE6bzowZDA0MWJjY2lxNTJkYjBmMWFINDjMGMVOTIwOGExMjo2OjFkZDQ6YTU5ODU4MzRhZTNhNmMwMGM1MjhjYzY2NjQwNGVIZGU2ZWY2MzhjMzBjODFkOGQ2ZDkzOGFIY2M5MWVIMDEwNjpoOIQ



June 17, 2024

William H. Cawood
Cawood Architecture
william@cawoodarch.com

Dear Mr. Cawood:

Attached, please find WMG's pricing for the "woodwork, window, and door" scope of the Bostwick Stabilization Project.

Per your request we have enclosed the following documents:

- Completed and signed Financial Proposal form
- Completed Contractor qualifications statement
- Completed Conflict of Interest Affidavit and Disclosure
- Current Licenses: NJ, PA, Phila
- Current Women Owned Small Business certificate
- Certificate of insurance.

Please note: WMG estimates 12-16 week duration for the completion of the woodwork, window, and door scope. We recommend starting no later than Sept 1.

Please do not hesitate to contact us if there is any additional information you need. I can be reached directly at (609) 202-4418 or by email at rebekah@wmgrestoration.com.

Thank you for your consideration of this proposal.

Best,

Rebekah Gallant, owner
WMG Historic Restoration

cc. clerk@bladenseburgmd.gov

Contractor / Builder Financial Proposal Form

REQUEST FOR PROPOSALS: BOSTWICK HOUSE WEST FAÇADE STABILIZATION AND REHABILITATION

FIRM / TEAM NAME:	WMG Historic Restoration LLC	
Description	Cost	
BOSTWICK HOUSE WEST FAÇADE STABILIZATION AND REHABILITATION		
Wood work, Window, Door Scope	180,000	
Bonding	18,000	
TOTAL	198,000	

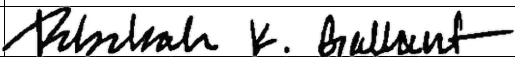
ADDENDA: Please fill in and initial to acknowledge receipt of RFP Addenda, if applicable.

Addendum Number and Date	Initials
n/a	Rkg

We hereby submit our proposal to the ***Aman Trust and Town of Bladensburg*** for the ***BOSTWICK HOUSE WEST FAÇADE STABILIZATION AND REHABILITATION***.

1. I/We have received, read, and fully understand the drawings /specifications for the project, the Request for Proposals, and the Addenda.
2. I/We have examined the site, existing structures, access roads, existing utilities, and all existing conditions which affect the construction proposal.
3. I/We are able to provide all the materials, products, labor, equipment, supervision, managerial and professional services necessary for the project, and are able to construct the project as intended by the above-mentioned specifications.
4. I/We are able to complete this project within the stipulated calendar days and/or critical completion dates specified by the Owner.
5. I/We clearly understand that this Construction Proposal Form must be completed and submitted in its entirety to be considered a responsive proposal. Failure to completely fill in all blanks may be cause for rejection of this proposal.
6. I/We clearly understand that the proposal price will be firm for a time period of 60 calendar days from the proposal opening date.
7. The firm represents, and it is a condition precedent to acceptance of this proposal, that the firm has not been a party to any agreement to propose a fixed or uniform price.

Proposal submitted by representative hereby designated as project contact:

NAME:	Rebekah K. Gallant
TITLE & FIRM NAME:	Owner, Rebekah K. Gallant
ADDRESS:	157 Bridgeton Pike, Suite 200-315 Mullica Hill, NJ 08062
PHONE:	(609) 202-4418
E-MAIL:	rebekah@wmgrestoration.com
FEDERAL EIN #	27-2760171
DATE:	6/17/2024
SIGNATURE:	

Contractor / Subcontractor Qualifications Statement

The undersigned certifies under oath the truth and correctness of all statements and of all answers to questions made hereinafter.

Project Identification: BOSTWICK HOUSE WEST FACADE STABILIZATION AND REHABILITATION

Company Name	WMG Historic Restoration LLC
Contact Name	Rebekah K. Gallant
Contact Title	Owner
Address, City, State, ZIP	157 Bridgeton Pike, Suite 200-315 Mullica Hill, NJ 08062
Phone / Fax	609-202-4418
Email	rebekah@wmgrestoration.com
Website	www.wmgrestoration.com

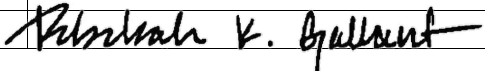
1.	How many years has your organization been in business?	14
2.	How many years under your present name?	14
3.	What time periods under a previous business name? (List below)	
	Company Name	Dates
	Company Name	Dates
	Company Name	Dates
	Company Name	Dates
4.	Is your organization licensed to do business in the State of Maryland? WMG is licensed in PA and NJ (attached)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
5.	Do you have a professional license in the State of Maryland? WMG is licensed in PA and NJ (attached)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	Type of license	License Number
	Expiration date	
8.	Is your firm certified MBE in the State of Maryland?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Woman-owned Business as certified by the SBA. Certification Attached.

9.	Have you in the previous five years, been denied a contract award on which you submitted the low bid/proposal in competitive bidding, or been refused pre-qualification?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	If yes, please explain:	
10.	List four or more projects executed by your firm within the past five years that were similar in nature and scope to this project, and were in compliance with the Secretary of the Interior's Standards (if applicable). Attach photographic documentation of these projects, or refer us to your website. We may contact your references.	
a.	Project Name	Bringhurst Deshler Morris House, NPS
	Project Address	5442 Germantown Ave. Phila, PA 19144
	Years of Construction	2022-2023
	Client / Reference Name	RAAD Construction Group, Marc Mayersohn
	Client / Reference Phone or Email	(732)-268-7744 x 105 marcm@raadllc.com
	Web link if available	https://www.wmgrestoration.com/portfolio/deshler-morris-and-bringhurst-houses
b.	Project Name	Bishop White House, NPS
	Project Address	309 Walnut Street, Phila, PA 19104
	Years of Construction	2023
	Client / Reference Name	ARK Construction, Shawn Kinglsey
	Client / Reference Phone or Email	(570) 972-8615 sk@arkconstruction.com
	Web link if available	
c.	Project Name	Moravian Church
	Project Address	Kings Hwy & Moravian Church Rd. Woolwich Twp. NJ 08085
	Years of Construction	2022-2023
	Client / Reference Name	Gloucester Co. Historical Society, Jessica Ferguson
	Client / Reference Phone or Email	(856) 848-3652 glocohistory@gmail.com
	Web link if available	https://www.wmgrestoration.com/portfolio/moravian-church
d.	Project Name	First National Bank of the United States, NPS
	Project Address	120 South 3rd Street Philadelphia, PA
	Years of Construction	2021-2022
	Client / Reference Name	Tusick and Assoc., Susan Tusick
	Client / Reference Phone or Email	412-781-8896 stusick@tusickarchitects.com
	Web link if available	https://www.wmgrestoration.com/portfolio/first-bank-of-the-united-states
e.	Project Name	Washington Crossing State Park
	Project Address	1112 River Road Washington Crossing, PA 18977
	Years of Construction	2021-2022

	Client / Reference Name	Kimberly McCarty, Dept of Conservation and Natural Resources
	Client / Reference Phone or Email	215-493-4076 kimbccart@pa.gov
	Web link if available	https://www.wmgrestoration.com/portfolio/washington-crossing-state-park
11.	Provide names of key personnel to be involved in this project. Indicate the projects listed above with which they were involved. <i>On attached sheets, give brief resumes of each person, describing specific experience and qualification that will indicate ability to perform work required on this project.</i>	
	a. Name	Michael Gallant
	Specialty / Trade	owner, historic restoration expert
	Project Role	project & Site management
	Years of experience	30
	Years with this firm	10
	Involved in projects listed above?	All of the above
	b. Name	Vadym Feshchenko
	Specialty / Trade	Restoration Carpenter
	Project Role	Carpenter
	Years of experience	20
	Years with this firm	2
	Involved in projects listed above?	Bringhurst Deshler Morris, Moravian Church, Bishop White
	c. Name	Malachi Clark
	Specialty / Trade	Painter/Glazer
	Project Role	Painter/Glazer
	Years of experience	10
	Years with this firm	5
	Involved in projects listed above?	All of the above
	d. Name	
	Specialty / Trade	
	Project Role	
	Years of experience	
	Years with this firm	
	Involved in projects listed above?	

12.	Please indicate which portions of the work you will subcontract and the names of the subcontractors. Please attach brief resumes of each subcontractor firm, describing specific experience and qualification that will indicate ability to perform work required on this project.	
	a.	Firm Name
		Specialty / Trade
		Address, City, State, Zip
		Phone
		Email
		Website
		Years in business
		Involved in projects listed above?
		MBE? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	b.	Firm Name
		Specialty / Trade
		Address, City, State, Zip
		Phone
		Email
		Website
		Years in business
		Involved in projects listed above?
		MBE? <input type="checkbox"/> Yes <input type="checkbox"/> No
	c.	Firm Name
		Specialty / Trade
		Address, City, State, Zip
		Phone
		Email
		Website
		Years in business
		Involved in projects listed above?
		MBE? <input type="checkbox"/> Yes <input type="checkbox"/> No
	d.	Firm Name

	Specialty / Trade	
	Address, City, State, Zip	
	Phone	
	Email	
	Website	
	Years in business	
	Are you involved in the projects listed above?	
	MBE?	<input type="checkbox"/> Yes <input type="checkbox"/> No
The undersigned certifies the truth and correctness of all statements.		
	Prepared by:	Rebekah Gallant
	Title:	owner
	Signature:	

**Contractor / Builder
Conflict of Interest Affidavit and Disclosure Form**

A. "Conflict of interest" means that because of other activities or relationships with other persons, a person is unable or potentially unable to render impartial assistance or advice to the State, or the person's objectivity in performing the contract work is or might be otherwise impaired, or a person has an unfair competitive advantage.

B. "Person" has the meaning stated in COMAR 21.01.02.01B(64) and includes a bidder, offeror, contractor, consultant, or subcontractor or subconsultant at any tier, and also includes an employee or agent of any of them if the employee or agent has or will have the authority to control or supervise all or a portion of the work for which a bid or offer is made.

C. The bidder or offeror warrants that, except as disclosed in §D, below, there are no relevant facts or circumstances now giving rise or which could, in the future, give rise to a conflict of interest.

D. The following facts or circumstances give rise or could in the future give rise to a conflict of interest (explain detail—attach additional sheets if necessary):

E. The bidder or offeror agrees that if an actual or potential conflict of interest arises after the date of this affidavit, the bidder or offeror shall immediately make a full disclosure in writing to the procurement officer of all relevant facts and circumstances. This disclosure shall include a description of actions which the bidder or offeror has taken and proposes to take to avoid, mitigate, or neutralize the actual or potential conflict of interest. If the contract has been awarded and performance of the contract has begun, the contractor shall continue performance until notified by the procurement officer of any contrary action to be taken.

I DO SOLEMNLY DECLARE AND AFFIRM UNDER THE PENALTIES OF PERJURY THAT THE CONTENTS OF THIS AFFIDAVIT ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE, INFORMATION, AND BELIEF.

Date: June 17, 2024

By: *Rebecca K. Gallant* (Authorized Representative and Affiant)

WMG Historic Restoration
157 Bridgeton Pike, Suite 200-315
Mullica Hill, NJ 08062
wmgrestoration.com

Section 5, Item D.



Quote

ADDRESS
Town of Bladensburg

QUOTE # 22114
DATE 06/12/2024

ACTIVITY	QTY	RATE	AMOUNT
Bostwick House West Facade Scope of work: Sash, window frame and cornice restoration of West Facade -16 windows/frames including leaded transoms-paint removal from sash Interior/exterior, removal of sash and board up of openings, shop restoration of sash including re-puttying, repairs, replacement in kind of items beyond repair, finish painting and reinstallation. -2 doors, sidelines and transom-paint stabilize, repairs and finish painting -5 dormers- paint stabilize, repairs and finish painting -Eaves, Fascia, Cornice/Dentil trim- Stabilize, repairs, finish painting (NIC: porches and porch cornice work)	1	180,000.00	180,000.00

Quote is valid for 30 days.

If Bonded: add 10% to quoted price

NIC: porches, porch floors, Porch columns/railing dormer siding of dormer cheeks,

TOTAL

\$180,000.00

Accepted By

Accepted Date

THIS DOCUMENT IS PRINTED ON WATERMARKED PAPER, WITH A MULTI-COLORED BACKGROUND AND MULTIPLE SECURITY FEATURES. PLEASE VERIFY AUTHENTICITY.

Section 5, Item D.

NOT AN ELECTRICIAN'S OR PLUMBER'S LICENSE

State Of New Jersey
New Jersey Office of the Attorney General
Division of Consumer Affairs



THIS IS TO CERTIFY THAT THE
Home Improvement Contractors

HAS REGISTERED

WMG HISTORIC RESTORATION LLC
Michael Gallant
157 Bridgeton Pike
Suite 200-315
Mullica Hill NJ 08062

FOR PRACTICE IN NEW JERSEY AS A(N): Home Improvement Contractor

New Jersey Office of the Attorney General
Division of Consumer Affairs
THIS IS TO CERTIFY THAT THE
Home Improvement Contractors
HAS REGISTERED
WMG HISTORIC RESTORATION LLC
Home Improvement Contractor

NOT AN ELECTRICIAN'S OR PLUMBERS LICENSE
02/08/2024 TO 03/31/2025
VALID
SIGNATURE
Cari Zais
ACTING DIRECTOR
13VH05859100
License/Registration/Certificate #

02/08/2024 TO 03/31/2025
VALID

13VH05859100
LICENSE/REGISTRATION/CERTIFICATION #

Cari Zais
ACTING DIRECTOR

Signature of Licensee/Registrant/Certificate Holder

PLEASE DETACH HERE
IF YOUR LICENSE/REGISTRATION/
CERTIFICATE ID CARD IS LOST
PLEASE NOTIFY:
Home Improvement Contractors
P.O. Box 45016
Newark, NJ 07101

PLEASE DETACH HERE

WMG HISTORIC RESTORATION LLC

EXPIRATION DATE 2025

YOUR LICENSE/REGISTRATION/CERTIFICATE NUMBER IS 13VH 05859100 . PLEASE USE IT IN ALL
CORRESPONDENCE TO THE DIVISION OF CONSUMER AFFAIRS. USE THIS SECTION TO REPORT ADDRESS
CHANGES. YOU ARE REQUIRED TO REPORT ANY ADDRESS CHANGES IMMEDIATELY TO THE ADDRESS NOTED
BELOW.

Home Improvement Contractors
P.O. Box 45016
Newark, NJ 07101

PRINT YOUR NEW ADDRESS OF RECORD BELOW.

YOUR ADDRESS OF RECORD IS THE ADDRESS THAT WILL PRINT ON
YOUR LICENSE/REGISTRATION/CERTIFICATE AND IT MAY BE MADE
AVAILABLE TO THE PUBLIC.

HOME []

BUSINESS []

Address lines for record

TELEPHONE
INCLUDE AREA CODE

PRINT YOUR NEW MAILING ADDRESS BELOW.

YOUR MAILING ADDRESS IS THE ADDRESS THAT WILL BE USED BY
THE DIVISION OF CONSUMER AFFAIRS TO SEND YOU ALL
CORRESPONDENCE.

HOME []

BUSINESS []

Address lines for mailing

TELEPHONE
INCLUDE AREA CODE

If the law governing your profession requires the current license/registration/certificate to be displayed, it should be
within reasonable proximity of your original license/registration/certificate at your principal office or place of business.

1639000801010101

Please find attached your Home Improvement Contractor's Certificate suitable for framing along with a wallet card copy.

If you have any questions or have changes to the information you provided on your registration form, contact the Pennsylvania Office of Attorney General at 717-772-2425 or HIC@attorneygeneral.gov. For further information on the home improvement law visit www.attorneygeneral.gov.

Josh Shapiro
Josh Shapiro, Pennsylvania Attorney General



MICHAEL GALLANT
157 BRIDGETON PIKE
STE. 200-315
MULLICA HILL NJ 08062

This form acknowledges receipt of your \$50.00 application fee, required under Pennsylvania's Home Improvement Consumer Protection Act. Please keep this form for your records.

COMMONWEALTH OF PENNSYLVANIA
OFFICE OF ATTORNEY GENERAL

THIS IS TO CERTIFY THAT

Section 5, Item D.

WMG HISTORIC RESTORATION LLC
157 BRIDGETON PIKE
SUITE 200-315
MULLICA HILL NJ 08062

HAS REGISTERED IN PENNSYLVANIA AS A HOME IMPROVEMENT CONTRACTOR

PA066216
REGISTRATION NUMBER
11/7/2024
VALID UNTIL

SIGNATURE OF REGISTRATION CERTIFICATE HOLDER

Commonwealth of Pennsylvania

Office of Attorney General

THIS IS TO CERTIFY THAT

WMG HISTORIC RESTORATION LLC
157 BRIDGETON PIKE
SUITE 200-315
MULLICA HILL NJ 08062

HAS REGISTERED IN PENNSYLVANIA AS A HOME IMPROVEMENT CONTRACTOR

11/7/2024
VALID UNTIL

PA066216
REGISTRATION NUMBER

SIGNATURE OF REGISTRATION CERTIFICATE HOLDER

Josh Shapiro
JOSH SHAPIRO, PENNSYLVANIA ATTORNEY GENERAL



City of Philadelphia
Department of
Licenses & Inspections
P.O. Box 53310
Philadelphia, Pa. 19105

DISPLAY PROMINENTLY
if required by law

WMG HISTORIC RESTORATION LLC
157 BRIDGETON PIKE
SUITE 200-315
MULLICA HILL, NJ 08062
USA

3527 Contractor

WMG Historic Restoration LLC

THIS LICENSE IS GRANTED TO THE PERSON OR COMPANY FOR THE PURPOSE STATED ABOVE. IT IS SUBJECT TO IMMEDIATE CANCELLATION BY THIS DEPARTMENT FOR VIOLATIONS OF CITY ORDINANCES AND REGULATIONS.

LICENSE CODE	LICENSE NO.	COMMERCIAL ACTIVITY LIC.	EXPIRES ON	ISSUED ON
3527	47932	728495	2/20/2025	3/4/2024

LIMITS & CONDITIONS:

- Contractors and subcontractors (including individuals and business entities) must have valid licenses. All subcontractors working under a permit must be submitted to the Department.
- Contractors cannot sell or transfer their license or permit to another person.
- Contractors must provide accurate information on any license or permit application with the Department.
- Contractors must get all required permits for construction work and comply with approved permit documents.
- Contractors must maintain information at each job site as required by the Philadelphia Code.
- Contractors must display their Contractor License number on any advertisements, stationery, places of business, job sites, proposals, and vehicles displaying the business name.
- Contractors must maintain complete financial and construction records (including plans) for each job performed for four years after completion of the job.
- Contractors must follow all provisions of The Philadelphia Code.

LICENSE

Site Safety Managers

Name	Relationship to Company	OSHA 30 Card Number
MICHAEL GALLANT	Employee	12-602463079





WOMEN'S BUSINESS ENTERPRISE NATIONAL COUNCIL

JOIN FORCES. SUCCEED TOGETHER.

**HEREBY GRANTS
WOMAN OWNED SMALL BUSINESS (WOSB) CERTIFICATION TO**

WMG HISTORIC RESTORATION, LLC

The identified small business is an eligible WOSB for the WOSB Program, as set forth in 13 C.F.R. part 127 and has been certified as such by an SBA approved Third Party Certifier pursuant to the Third Party Agreement, dated June 30, 2011, and available at www.sba.gov/wosb.

The WOSB Certification expires on the date herein unless there is a change to the SBA's regulation that makes the WOSB ineligible or there is a change in the WOSB that makes the WOSB ineligible. If either occurs, this WOSB Certification is immediately invalid. The WOSB must not misrepresent its certification status to any other party, including any local or State government or contracting official or the Federal government or any of its contracting officials.

Majority Female Owner: Rebekah Gallant
NAICS: 238990 UNSPSC: 22101900, 30171600, 30171604, 30171605, 30171606
Certification Number: WOSB211971
Renewal Date: November 3, 2024
WOSB Regulation Expiration Date: 11/3/2024



Elizabeth M. Walsh, Women's Business Enterprise Center - East President

Pamela Prince-Easton, WBENC President & CEO

LaKesha White, Vice President, Certification



CERTIFICATE OF LIABILITY INSURANCE

Section 5, Item D.

01/17/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Elite P&C LLC dba Villanova Insurance Partners 1016 W 8th Ave Suite A King Of Prussia, PA 19406	CONTACT NAME: PHONE (A/C, No, Ext): (484) 580-6661		FAX (A/C, No): (610) 884-7695
	E-MAIL ADDRESS:		
		INSURER(S) AFFORDING COVERAGE	NAIC #
		INSURER A : West American Insurance Company	44393
		INSURER B : Harford Mutual Insurance Company	14141
		INSURER C : Penn America Insurance Company	32859
		INSURER D : Ohio Security Insurance Company	24082
		INSURER E :	
		INSURER F :	

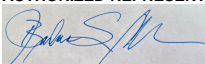
INSURED WMG Historic Restoration, LLC 157 Bridgeton Pike Suite 200-315 Mullica Hill, NJ 08062	INSURER A : West American Insurance Company	44393
	INSURER B : Harford Mutual Insurance Company	14141
	INSURER C : Penn America Insurance Company	32859
	INSURER D : Ohio Security Insurance Company	24082
	INSURER E :	
	INSURER F :	

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR			BKW57569227	9/29/2023	9/29/2024	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 300,000
							MED EXP (Any one person)	\$ 15,000
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 2,000,000
							PRODUCTS - COMP/OP AGG	\$ 2,000,000
								\$
B	X AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			CA10896853	10/1/2023	10/1/2024	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
C	X UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR X EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE			XPA0018017	12/29/2023	9/29/2024	EACH OCCURRENCE	\$ 1,000,000
							AGGREGATE	\$ 1,000,000
							Aggregate	\$
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y / N <input type="checkbox"/> N / A If yes, describe under DESCRIPTION OF OPERATIONS below			XWS57569227	10/15/2023	10/15/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER	\$
							E.L. EACH ACCIDENT	\$ 1,000,000
							E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	\$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER Town of Bladensburg 4229 Edmonston Rd. Bladensburg, MD 20710	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

Bostwick House Windows Replacements Photos (July 2024):





PRONTO PAVING Inc.

4512 Buchanan Street • Hyattsville, MD 20781-2230
Office: (301)277-6126 Fax: (301) 277-0326 Cell: (240) 882-5785
Email: prontopaving1@gmail.com / siar@prontopavinginc.com
Website: www.prontopavinginc.com

MBE / DBE / SBE / PG Certification

A Proposal to: Town of Bladensburg Attention: Purnell Hall

Presented on
06/14/2024



PRONTO PAVING Inc.

4512 Buchanan Street • Hyattsville, MD 20781-2230
Office: (301)277-6126 Fax: (301) 277-0326 Cell: (240) 882-5785
Email: prontopaving1@gmail.com / siar@prontopavinginc.com
Website: www.prontopavinginc.com

MBE / DBE / SBE / PG Certification

June 14, 2024

No 007

PROPOSAL

Proposal Submitted to:

Town of Bladensburg

4229 Edmonston Road
Bladensburg, MD 20710
Office Phone: (301) 927-7048
Fax Phone: (301) 927-5257
Attention: Purnell Hall
Cell Phone: (301) 792-0134
Email: Phall@bladensburgmd.gov

Job Location:

4217 Edmonston Road
Bladensburg, MD 20710
**Town of Bladensburg Code
Enforcement
Update #2**

❖ **Asphalt Milling and Overlay- Paint - Parking Lot – Code Enforcement**

- Mill 2” of Asphalt approximately in an area of 4,200 Sq. Ft. (Milling is excluded on concrete areas)
- Provide and install 2” of Asphalt Surface 9.5 mm approximately in an area of 4,200 Sq. Ft.
- Provide and install Tack Coat.
- This price includes 1 Mobilization.
- Provide and install Pavement paint Striping.
- This company uses Waterborne Traffic Marking Paint—Striping on Asphalt only.
- This company does not perform with Thermoplastic paint.
- The price does not include Asphalt Patches, Traffic Control, Bollards, Concrete Wheel Stops, Concrete and Metal Signs.
- The price does not include installation of any type of Fabric.
- This company does not perform concrete installation on any project.
- Exclusions Apply.
- Cleanup of the work area upon completion.

GRAND TOTAL: \$12,800.00



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Email: prontopaving1@gmail.com / siar@prontopavinginc.com
Website: www.prontopavinginc.com

MBE / DBE / SBE / PG Certification

❖ Clarifications:

- Any extra mobilization will be an additional charge.
- The price does not include any special Mix
- Wage Salary Scale is not included.
- Proposal reflects what is highlighted on attached scope.
- It is The Prime Contractor or the Owner's responsibility to take note of all the inclusions/exclusions.
- The price does not include concrete Base.
- The proposal price is valid for 3 months.

➤ **Inclusions:**

- ✚ Pronto Paving is a Company accredited with Maryland License to perform asphalt work, labor, material, equipment's, Liability, Umbrella and Workman's Compensation Insurance.
- ✚ The prices in the proposal are based on the Wage Scale received by the Prime Contractor where applicable.
- ✚ The Subcontractor shall remove all debris and leave the area of work in a clean condition.
- ✚ The proposal price is valid for 3 Months.

➤ **Exclusions:**

- ✚ The proposal price excludes Weekend Days, Night Work, Demolition, Excavation, First Source Employment program, Metal Signs and Bollard pipe, Any type of Fabric, Traffic Control Crew, Traffic Control Plan, Wage Scale Salary DC, MD, VA, and Unlimited Mobilizations.
- ✚ The proposal price excludes any concrete or brick pavers work, Plumbing work, and Thermoplastic paint.
- ✚ The proposal price excludes Permits, Licenses, Shop Drawings, Performance Bond, Bid Bond, Payment Bond, Maintenance Bond, Pollution Insurance, engineering, testing, sub-base stabilization, and drainage on areas with less than 2% grade.



PRONTO PAVING Inc.

4512 Buchanan Street • Hyattsville, MD 20781-2230
Office: (301)277-6126 Fax: (301) 277-0326 Cell: (240) 882-5785
Email: prontopaving1@gmail.com / siar@prontopavinginc.com
Website: www.prontopavinginc.com

MBE / DBE / SBE / PG Certification

- ✚ The proposal price does not cover any tests or expenses in the case of contaminated dirt or obstructions that are found underground during the excavation or demolition process.

➤ **Responsibilities:**

- ✚ All work shall be in accordance with specifications.
- ✚ The Client is responsible for timely notifying the Subcontractor of any alterations or deviations in the project (must be in writing), which could involve extra costs over the proposed price.
- ✚ The Client is responsible for removal of all vehicles and/or obstructions from the project area by 7:00 AM EST on the scheduled workdays.

➤ **Warranty:**

- ✚ The scope of work has a one (1) year warranty, which covers only the work performed by Pronto Paving Inc, it does not include problems due to natural disasters and/or vandalism.
- ✚ The warranty does not cover any future problems that may arise due to the work area not being compacted correctly, this includes the soil and the stone.
- ✚ The Warranty does not cover damages caused by impact or exposure to or from any foreign substance, or other mistreatment of paved surface such as but not limited to: Motorcycle stands, dumpsters, Jacks, kick stands and even things like lawn chairs. Oil or Gasoline spills that damage asphalt is not covered under any warranty.
- ✚ Acts of nature that can cause damage to your pavement are not covered under this warranty. Examples: Ground movement, drought, or compaction of earth's soil root systems of surrounding landscapes (this includes all vegetation), oxidation though ultraviolet rays, and ground water under pavement causing undue moisture of pavement base.



PRONTO PAVING Inc.

4512 Buchanan Street • Hyattsville, MD 20781-2230

Office: (301)277-6126 Fax: (301) 277-0326 Cell: (240) 882-5785

Email: prontopaving1@gmail.com / siar@prontopavinginc.com

Website: www.prontopavinginc.com

MBE / DBE / SBE / PG Certification

- ✚ Scope of Warranty/Guarantee furnished material and labor for above referenced trade(s) work performed. We hereby guarantee that the above work has been done in strict accordance with the drawings and specifications, and that the work completed will fulfill all requirements of those specifications.

- ✚ This warranty does not include normal wear and tear, and/or product abuse. Under this warranty Pronto Paving Inc will be provided the opportunity to have one of its Representatives assess any damage identified to be caused by Pronto Paving Inc Employees and/or material installed by Pronto Paving Inc. If said damage is judged to be the fault of Pronto Paving Inc workmanship and/or material, repair or replacement of defective material will be at no cost to the Owner.



PRONTO PAVING Inc.

4512 Buchanan Street • Hyattsville, MD 20781-2230
Office: (301)277-6126 Fax: (301) 277-0326 Cell: (240) 882-5785
Email: prontopaving1@gmail.com / siar@prontopavinginc.com
Website: www.prontopavinginc.com
MBE / DBE / SBE / PG Certification

All material is guaranteed to be as specified. All Work to be completed in a workmanlike manner, according to standard practices. All agreements contingent upon strikes, accidents, or delays beyond our Control.

Authorized: _____
Signature

This proposal may be withdrawn by us if not accepted by: _____

ACCEPTANCE OF PROPOSAL - The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. By signing this proposal, you agree that the payment must be paid in full within 30 days of the end of the work. If a different agreement is reached, write the agreement on the proposal.

Signature _____

Date of Acceptance: _____

Name: _____

Title: _____

Signature _____

Date of Acceptance: _____

Name: _____

Title: _____



7679 Limestone Drive, Suite 140
Gainesville, VA 20155

Phone: 703-335-1950
Fax: 703-479-2131
WBE SWaM

June 14, 2024
2024-0308

To: **Town of Bladensburg**
4229 Edmonston Rd,
Bladensburg, MD 20710

Phone: 301-792-0134

Attn: **Purnell Hall**

Email: phall@bladensburgmd.gov

We are pleased to submit the following in connection with:

4217 Edmonston Road, Bladensburg, MD, 20710

We propose to furnish all labor, materials, and equipment for the installation of the below-mentioned work in accordance with the current specifications and standards of the appropriate jurisdictions at the following prices:

Proposal Details				
Code	Description	Quantity	Unit	Total
08	ASPHALT PAVING			
	Mill and Overlay (Approx. 3,938 SF)	1	LS	\$13,783.00
	<ul style="list-style-type: none"> Mill asphalt to a depth of 2" and haul off all spoils. Machine install SM-9.5 surface grade asphalt to a compacted depth of 2" 			

TOTAL THIS PROPOSAL: \$13,783.00

We acknowledge 0 addendums.

EXCLUSIONS - GENERAL

1. Engineering, stakeout, As-built drawings, MOT plans
2. Bonds, permits, material testing, inspections
3. Erosion control, tree removal, root pruning, or tree protection services
4. Permanent seeding, sodding, or mulching
5. Rock excavation
6. Relocation, removal, support or shielding of existing utilities
7. Removal of spoils generated by others
8. Water supply for equipment
9. Handling or disposal of asbestos or other toxic materials or additional work delays associated with same
10. Any operation not specifically outlined in the Schedule of Prices

EXCLUSIONS - ASPHALT

1. Asphalt material prices included in this proposal are good through **(June 2024.)** In the event of the base index changing radically, the amount of adjustment applied will be based on the difference between this contract base index and the current index for the applicable calendar month during which the work is performed. The Virginia asphalt base index for **(June 2024)** is **(\$608.75)** per liquid ton.
2. Note: Prices indicated in this proposal are valid for 30 days from the date of the proposal. If this proposal is not accepted within 30 days' prices are subject to change.
3. Payments shall be made in a timely manner. If monthly payments are not received within 30 days from the end of the payment period,

Resurface, Inc. reserves the right to stop work immediately and file the necessary mechanics liens. Work shall resume and liens shall be released upon payment in full of outstanding amount. 100% no retainage.

4. This proposal assumes "third party inspections" shall be performed for sub grade, at the expense of others. If third party inspections are not provided all local jurisdictions are required, additional costs for waiting time will be charged.
5. Our price for asphalt milling is predicated upon the asphalt-supplying facility receiving and recycling the millings at their plant at no charge. If the asphalt-supplying facility cannot receive the millings, and Resurface Inc. incurs additional costs for millings disposal, those costs will be passed on to the customer.
6. We estimate (1) crew days for our work on this project. Should circumstances beyond Resurface, Inc.'s control require additional time on this project, a charge of (\$8,100.00) per day for our paving crew and a charge of (\$6,000.00) per day for our milling crew (if applicable) will be assessed.

TERMS AND CONDITIONS

This agreement is a valid and binding contract. The following terms and conditions apply and may be enforced in a court of law according to Virginia law.

1. **SCOPE OF WORK:** Resurface Inc. agrees to furnish all labor and materials to perform the job/project set forth on the other side of this form or the attached. Any work not set forth on the reverse shall be additional and accordingly shall have a separate and additional cost; Resurface Inc. will provide an estimate for any additional work contemplated by owner. Prices are based on ONE mobilization unless noted.
2. **PAYMENT:** The customer agrees to pay Resurface Inc. the amounts in this contract and any failure to pay upon completion of the work, or upon other terms agreed in writing beforehand, shall be considered a material breach of the contract and will trigger all rights and remedies for Resurface Inc. Those rights and remedies include but are not limited to, the rights to stop all work, file any liens allowable by law, and take all necessary steps towards collecting any due amounts well as any costs and overhead for the project. Additionally, the customer hereby agrees that he/she will pay costs of enforcements, including but not limited to, costs and reasonable attorney fees, as defined by judge's opinion.
3. **DATES:** The customer understands and agrees that dates (start/finish etc.) are dependent upon weather conditions, material availability, and the timely rendering of progress payments as set forth herein. Any delay caused by the events set forth herein, or other events considered unforeseeable by a reasonable person (beyond Resurface Inc.'s control or anticipation) shall not constitute a breach of the contract.
4. **WARRANTY:** Resurface Inc. warrants its work and the materials used in the project to be free from material defects and to be of good and sound workmanship for a period of One Year from the date of project completion. Minor discoloration, irregularities, and other minor aesthetic issues shall not be considered defects under this provision. Damage caused by natural disasters and/or others is specifically excluded from this warranty. Resurface Inc.'s sole responsibility shall be to repair or replace the defective material. Resurface Inc. specifically disclaims any warranties whatsoever, expressed, or implied, for any services, materials, or equipment supplied to this project by a subcontractor, if any. This warranty is non-transferable and is void if total sale price is not paid in full in ten days. Additionally, **DRAINAGE IS NOT GUARANTEED ON ANY AREA NOT HAVING AT LEAST A 2% GRADE.** Warranty is voided if sealer or other resurfacing material is applied by any party other than Resurface Inc. There is no warranty against damage caused by snowplows, vegetation growth, oil/gas spill, erosion, settling, or sinking.
5. **BASE AND OTHER ISSUES:** The customer agrees that upon inspection by Resurface Inc., if any base is found to be defective, not of adequate depth, or otherwise unsuitable for any work considered herein, that upon notice from Resurface Inc., customer has the choice to either allow for corrective action to be taken at homeowner's expense or agrees to waive any warranties or claims as against Resurface Inc. Furthermore, should Resurface Inc. find any such conditions, it agrees to notify the customer promptly and to explain the issues presented. The customer agrees to pay for any and all work done at that point, whether or not the project is finished as set forth herein, based upon the customer's choice as to redial action.
6. **OWNER RESPONSIBILITIES:** Owner/Customer is responsible for the following:
 - a. Keeping all traffic off newly paved asphalt for a period of 24 hours.
 - b. Damage to underground utility lines/facilities caused by equipment necessary to perform the contract if not marked by Miss Utility.
 - c. Adjustments of underground utility lines/facilities including but not limited to manhole covers, water valves, sprinklers, electronic fences, etc. unless otherwise stated in the contract.
 - d. Any damage to adjacent or nearby pavement, structures, vegetation, or other real or personal property including common areas; Resurface will take reasonable care to prevent any unnecessary damage.
 - e. Preventing work performed from being subjected to traffic or workloads in excess of design capacity.
 - f. Proper maintenance of surfaces; warranty is voidable if proper maintenance is not performed.
 - g. All required or recommended grading, back filling, re-seeding, planting, etc. after work is performed.
7. **PROPERTY/FENCE LINE:** The customer shall be solely responsible for the layout location of the project in relation to any fence or property line. The customer also agrees to indemnify and hold Resurface Inc. harmless from any claims brought by anyone, including but not limited to any third parties, including adjacent property owners over Resurface Inc.'s construction, installation and performance under the contract.
8. **ATTORNEYS' FEES:** If legal proceedings are instituted by Resurface Inc. to enforce any provision of this Contract or to collect any money due under this Contract, then Resurface Inc. shall be entitled to recover all attorney fees plus court costs and ancillary expenses.
9. **GOVERNING LAW:** This Contract shall be construed and governed by the laws of the Commonwealth of Virginia, without regard to

conflicts of law's provisions, and Resurface Inc. and customer agree that any disputes arising from this Contract and project shall be filed and litigated in either the Circuit Court or General District Court of Prince William County, Virginia regardless of where the Contract was signed, or the project was located.

- 10. UNENFORCEABILITY AND SURVIVAL OF TERMS: If any provision of this agreement shall be held invalid or unenforceable for any reason by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect, and the invalid or unenforceable provision shall be replaced by such valid provision as most closely approximates the intention underlying it. Those terms which by their nature and context are intended to survive termination or expiration of this Agreement shall so survive.
- 11. ENTIRE AGREEMENT: This Contract embodies the entire agreement between the parties, and supersedes all prior contracts and agreements, whether written or oral, relating to the subject matter herein. This agreement may not be modified or amended except by the mutual written agreement of the parties. This Contract is not binding upon Resurface Inc. until accepted and signed by a duly authorized officer of Resurface Inc.

Resurface Incorporated
 7679 Limestone Drive, Ste 140
 Gainesville, VA 20155
 Virginia Class A Contractors License # 2705114805
 Classification: Paving

We propose, hereby to furnish materials and labor complete in accordance with the above specifications for the sum of \$13,783.

NET 10 DAYS ON INVOICE

NO RETENTION

Proposal may be withdrawn by us if not accepted within thirty (30) days.

INVOICE DUE Ten (10) DAYS AFTER COMPLETION OF WORK. IF NOT PAID WITHIN TWENTY-FIVE (25) DAYS, A MONTHLY INTEREST CHARGE OF 2% WILL BE ADDED TO THE OUTSTANDING BALANCE.

IN THE EVENT COLLECTION ACTION IS REQUIRED, AT ANY TIME, THE CUSTOMER AGREES TO BE LIABLE FOR ALL COST OF COLLECTION, PLUS REASONABLE ATTORNEY FEES.

Accepted:

Submitted:

By: _____
Print name and title

Resurface, Inc.

By: _____
Signature

By: _____

Jesse Leach
Resurface, Inc.
Jesse@resurfaceva.com
(703) 565-8001

Date: _____



Agenda Item Summary Report

Meeting Date: July 15, 2024	Submitted by: Purnell Hall, Public Works Supervisor Michelle Bailey Hedgepeth, Town Administrator
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Item Title: Approval of a Contract with Pronto Paving for Parking Lot Asphalt Replacement at 4217 Edmonston Road – Annex Lot in an amount not to exceed \$12,800.00

Approval of a Contract with Pronto Paving for Parking Lot Asphalt Replacement at 4217 Edmonston Road – Annex Lot in an amount not to exceed \$12,800.00

Work Session Item <input checked="" type="checkbox"/> Council Meeting Item <input checked="" type="checkbox"/>	Documentation Attached: Bids
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Recommended Action:

Staff recommends approval of Contract with Pronto Paving for Parking Lot Asphalt Replacement 4217 Edmonston Road – Annex Lot in an amount not to exceed \$12,800.

Item Summary:
 In May 2024, the Town of Bladensburg sought proposals to mill and replace the existing asphalt section of the parking lot at the Police Department Annex, located at 4217 Edmonston Road, Bladensburg, MD 20710. Below is a photo of the lot in question:



- The Town received two bids for this project:
- Resurfacelnc - \$13,783.00
 - Pronto Paving - \$ \$12,800.00

The Public Works Supervisor will be able to answer any questions regarding this contract.

Budgeted Item: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Budgeted Amount: 15k - 17k per year One-Time Cost: Ongoing Cost: Annual Cost	Continued Date:
Council Priority: Yes <input type="checkbox"/> No <input type="checkbox"/>	Approved Date:

TOWN OF BLADENSBURG

REQUEST FOR BID Police Department Parking Lot Asphalt Replacement 4217 Edmonston Road – Annex Lot



Issued by:

**TOWN OF BLADENSBURG
4229 Edmonston Road
Bladensburg, Maryland 20710**

Tel: 301-927-7048

RFB -10- 2024

**Issue Date: May 15, 2024
Proposal Due Date: May 31, 2024 at 3:00 p.m.**

Advertisement

TOWN OF BLADENSBURG

RFP 10-2024 Request for Proposals (RFP) for the Police Department

Parking Lot Asphalt Replacement

4217 Edmonston Road – Annex Lot

ISSUE DATE: MAY 15, 2024

DUE DATE AND TIME: May 31, 2024 @ 3:00 PM

The Town of Bladensburg, in recognition of the expertise and capability of local firms, is soliciting proposals to mill and replace the existing asphalt section of the parking lot at the **Police Department Annex**, located at **4217 Edmonston Road, Bladensburg, MD 20710**.

Firms can also provide an alternative quote for restriping the parking lot. The Town intends to execute this project in mid-June/July 2024, and the firm must confirm its availability to do so promptly.

Proposals must be emailed before May 31, 2024, by 3:00 PM to Mr. Purnell Hall at phall@bladensburgmd.gov, with a copy being sent to the Town Clerk at clerk@bladensburgmd.gov

Contract awarded to lowest proposal from a qualified firm conforming to the project schedule. The Pre-proposal on-site inspection may be given upon request by contacting Purnell Hall @ phall@bladensburgmd.gov

The Town of Bladensburg is an Equal Opportunity Employer. Unlawful discrimination based on race, religion, sex, age, ethnicity, ancestry or national origin, physical or mental disability, color, marital status, sexual orientation, gender identity, genetic information, political affiliation, or other unlawful basis is expressly prohibited.

The Town reserves the right to reject any and all bids based on the best interest of the Town. For questions, please also contact the Town of Bladensburg.

RFP 10-2024 Request for Proposals (RFP) for Parking Lot Asphalt Replacement

Date of Issue: May 15, 2024

First Review of Proposals: May 31, 2024 *(may be extended if no qualified bidders are found)*

I. Introduction

The Town of Bladensburg, in recognition of the expertise and capability of local firms, is soliciting proposals to mill and replace the existing asphalt section of the parking lot at the **Police Department Annex**, located at **4217 Edmonston Road, Bladensburg, MD 20710**. Firms can also provide an alternative quote for restriping the parking lot. The Town intends to execute this project in mid-June/July 2024. The firm must confirm its availability to execute this project promptly.

II. Project Background



This project, crucial to the smooth operation of the Police Department, involves replacing the asphalt in a parking lot that accommodates approximately 10 spaces. These spaces are heavily used and the timeline for this project is tight due to the needs of public safety vehicles. The Town seeks a reliable and experienced local firm to carry out this essential milling and asphalt replacement work.

III. Scope of Work

The selected firm will be responsible for the following tasks:

1. **Milling:** Remove the existing asphalt surface.
2. **Asphalt Replacement:** Install a new asphalt layer, ensuring a smooth and durable finish.
3. **Cleanup:** Remove all debris and ensure the site is left clean and safe.
4. **Optional Restriping:** Provide a separate quote for restriping the parking lot.

IV. Project Timeline

The anticipated timeline for the project if qualified bidders are found is as follows:

- **Proposal Submission Deadline:** May 31, 2024
- **Selection of Firm:** June 10, 2024
- **Project Commencement:** Mid-June/July 2024

V. Proposal Requirements

Proposals should include, but are not limited to, the following information:

1. **Cost Proposal:**
 - Detailed cost structure for the asphalt replacement.
 - Separate quote for restriping the parking lot.
2. **Firm Qualifications and Experience:**
 - Overview of the firm's history, size, and experience with similar projects.
 - Qualifications and experience of key personnel assigned to the project.
3. **References:**
 - Contact information for at least three (3) references from similar projects.
4. **Town Bid Forms**
 - The forms must be submitted with Bid documents.

VI. Evaluation Criteria

Proposals will be evaluated based on the following criteria:

1. Cost of Services - Lowest Bid

2. Qualifications and experience of the firm
3. References and past performance on similar projects.

VII. Submission Instructions

All responses must be submitted electronically by **Friday, May 31, 2024, by 3:00 PM**. Proposals should be emailed to:

Purnell Hall at phall@bladensburgmd.gov

With a copy to the Town Clerk at clerk@bladensburgmd.gov

VIII. Additional Information

- The Town of Bladensburg reserves the right to reject any and all proposals, to waive any informality in the proposals received, and to accept the proposal that is deemed to be in the best interest of the Town.
- Any questions regarding this RFP should be directed to Purnell Hall at phall@bladensburgmd.gov.
- All submitted proposals become the property of the Town of Bladensburg and are subject to public record laws.

We look forward to receiving your proposal.

Town of Bladensburg, Maryland

TO BE SUBMITTED WITH BID

TOWN OF BLADENSBURG
Bid Proposal Form

TOWN OF BLADENSBURG
4229 Edmonston Road
Bladensburg, MD 20710

BID DUE: May 31, 2024
TIME: 3:00 p.m. EST

(Name of Bidder)

hereby submits the following proposal for _____. Having carefully examined the Request for Proposals, related documentation, the proposed Consultant Agreement and Addenda Numbered _____ (indicate numbers or N/A if none issued), and having received clarification on all items of conflict or upon which any doubt arose, and understanding that all prices bid will remain in effect throughout the term of the contract, whether completed at one time or in interrupted phases, the undersigned proposes to furnish all labor, equipment, materials, etc., required by the documents for the entire work, all in strict accordance with the contract documents.
Provide unit pricing for specific tasks.

SPECIAL TERMS AND CONDITIONS

- A. Failure to properly and completely fill in all blanks may be cause for rejection of this proposal.
- B. In addition to completing this Bid Proposal Form with bid price, Bidder should provide an estimate of budget and resources required.
- C. It is understood that the proposal price will be firm for a period of 90 calendar days from the proposal opening date, and that, if the undersigned is notified of acceptance of this proposal within this time period, the Bidder shall execute a contract for the above stated compensation.

Name of Bidder

Signature Date

Name and Title of Individual Authorized to Bind Bidder

TO BE SUBMITTED WITH PROPOSAL
Non-Collusion Affidavit

_____, being duly sworn on oath, deposes and says:

That he/she is the

(Owner, Partner, Title if on behalf of a Corporation)

of _____,
(Name of Business, Corporation or Partnership)

the party submitting the Proposal; that no officer of the said Corporation has nor has any person, firm or corporation acting on its behalf; agreed, conspired, connived or colluded to produce a deceptive show of competition in the compilation of the Proposal being submitted herewith; and that the said Corporation has not in any manner, directly or indirectly, entered into any agreement, participated in any collusion to fix the Proposal Price of the Proposer herein or any competitor, or otherwise taken any action in restraint of free competitive bidding in connection with the contract for which the Proposal is submitted; that in making this Affidavit, the affiant represents that she has personal knowledge of the matters and facts herein stated. The Affiant hereby declares and affirms under the penalties of perjury that the foregoing is true to the best of her knowledge and information.

To be signed by a duly authorized Officer.

_____(SEAL)
Name

Title _____

Date: _____

TO BE SUBMITTED WITH PROPOSAL

AFFIDAVIT WITH RESPECT TO NON-CONVICTION, NON-SUSPENSION AND FALSE PRETENSES

I hereby affirm that:

1. I am the _____ (Title) and duly authorized representative of

_____ (Name of Business Entity) whose address is

_____ and that I possess the legal authority to make this affidavit on behalf of myself and the firm for which I am acting.

2. Except as described in Paragraph 7 below, neither I nor the Business Entity nor, to the best of my knowledge, any of its officers, directors, or partners or any of its employees directly involved in obtaining contracts with the State, or any county, bi-county or multi-county agency or subdivision of the State have been convicted, or in an official investigation or other proceeding admitted in writing or under oath, acts or omissions which constitute bribery, attempted bribery or conspiracy to bribe under the provisions of Criminal Law Article of the Annotated Code of Maryland or under the laws of any state or the federal government (conduct prior to July 1, 1977 is not required to be reported); and

3. Except as described in Paragraph 7 below, neither I nor the Business Entity nor, to the best of my knowledge, any of its officers, directors, or partners or any of its employees directly involved in obtaining contracts with the State, or any county, bi-county or multi-county agency or subdivision of the State have been convicted under a State or federal law or statute of any offense enumerated in §16-203 of the State Finance and Procurement Article; and

4. Except as described in Paragraph 7 below, neither I nor the Business Entity nor, to the best of my knowledge, any of its officers, directors, or partners or any of its employees directly involved in obtaining contracts with the State, or any county, bi-county or multi-county agency or subdivision of the State have been found civilly liable under a State or federal antitrust statute as provided in §16-203 of the State Finance and Procurement Article.

5. Except as described in Paragraph 7 below, neither I nor the Business Entity nor, to the best of my knowledge, any of its officers, directors, or partners or any of its employees who will provide, directly or indirectly, supplies, services, architectural services, construction related services, leases of real property, or construction have been debarred or suspended under this subtitle.

6. Except as described in Paragraph 7 below, neither I nor the Business Entity nor, to the best of my knowledge, information and belief, any officer, director, partner, member or associate thereof; nor any of its employees directly involved in obtaining

contracts with the Town, has been convicted of false pretenses, attempted false pretenses or conspiracy to commit false pretenses under the laws of any state or federal government, based upon acts committed after July 1, 1981.

7. State "none" below or, as appropriate, list any suspension, debarment, conviction, plea or admission described in Paragraph 2 - 6 above, with the circumstances, date, court, official or administrative body, the individuals involved and their position with the firm, and the sentence or disposition, if any.

I acknowledge that this affidavit is to be furnished, where appropriate, to the Town of Bladensburg under Section 16-311 of the State of Maryland Finance and Procurement Article of the Annotated Code of Maryland. I acknowledge that, if the representations set forth in this affidavit are not true and correct, the Town of Bladensburg may terminate any contract awarded and take any other appropriate actions. I further acknowledge that I am executing this affidavit in compliance with Section 16-309 of the State Finance and Procurement Article of the Annotated Code of Maryland, which ordains that any person convicted of bribery (upon acts committed after July 1, 1977) in furtherance of obtaining a contract from the State or any subdivision of the State of Maryland shall be disqualified from entering into a contract with the Town.

I further affirm that the business entity is properly registered to do business in the State of Maryland, or is not required to be registered.

I do solemnly declare and affirm under the penalties of perjury that the contents of the affidavit are true and correct.

Date

Signature

Printed Name

TO BE SUBMITTED WITH BID

TOWN OF BLADENSBURG

NOTE: The information requested on this form may be submitted in a separate document as long as all requested information is provided and numbered according to this form.

1. Name of Bidder:
(Individual/Firm/Corporation)

Business Address: _____

Telephone Number: () _____

E-mail address: _____

2. Is the business incorporated? _____ Yes _____ No

Non-Corporation Business

3. If response to item #2 above is No, list the name and business and residence address of each individual having a 10% or greater financial interest in the business.

Name	Business Address	Residence Address

Corporate Business Entities - Please answer items 4 and 5

4. List the names of all officers of the corporation, their business and residence addresses and the date on which they assumed their respective offices.

Name	Office	Residence and	Date Office

Business Address Assumed

5. List the names of all members of the current Board of Directors, and their business and residence addresses.

Name Business Address Residence Address

6. Please provide the following information concerning work that you have done within the last 5 years which is similar to the Bid work.

FOR WHOM PERFORMED	CONTRACT AMOUNT	DATE COMPLETED	CONTACT'S NAME/ TELEPHONE NUMBER
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7. Bidders will answer the following questions: (The word "you" refers to any individual, partnership, partner and/or corporation and its officers.)

a. Have you ever failed to complete any work awarded to you? _____

If yes, state where and why: _____

b. Have you ever been affiliated with some other organization that failed to complete a contract? _____

If yes, state name of individual and reason therefor. _____

c. With what other businesses are you affiliated? _____

d. Please provide at least 3 references, including any Maryland governmental units or agencies for which you have worked on a similar project. Include the name and telephone number of your contact with each.

e. Identify all sub successful bidders, materialmen, and suppliers that you intend to use in performing the work under the Contract, and specify the work each is expected to perform.

Dated this _____ day of _____, 20__.

Name of Bidder

By: _____
Printed Name:

Title: _____



Description of Services (Detailed)

Town of Bladensburg, MD

Automated Enforcement Program. RFQ-FY 2024-004



SCOPE OF SERVICES

SYSTEM MAINTENANCE

VIOLATION PROCESSING

STATISTICAL ANALYSIS & REPORTING SYSTEMS

DATA SECURITY & STORAGE

PUBLIC AWARENESS

VENDOR QUALIFICATIONS



Scope of Services

Town of Bladensburg, MD
Automated Enforcement Program. RFQ-FY 2024-004



Red Light Enforcement	Speed Enforcement	Video Surveillance	License Plate Reader
<ul style="list-style-type: none"> • Up to 7 Lanes of Enforcement • Infrared (IR) Illumination – No White Flash • Multiple, Lane-Specific Cameras • HD Video • License Plate Rewind Function™ • Multiple, Simultaneous Violation Capture 	<ul style="list-style-type: none"> • 3D Object Tracking Radar • Lane Identification • Works in All Weather Conditions • Concurrent Tracking of up to 150 Objects • Works Simultaneously with Red Light Enforcement 	<ul style="list-style-type: none"> • Multiple, Lane-Specific HD Cameras Provide Live Streaming Capability • 14 Day Video Archival • Remote Camera Access and Video Retrieval • Ideal for Accident or Crime Reconstruction 	<ul style="list-style-type: none"> • Real-Time LPR Identification • Centralized Archive Across All Cameras • Real-Time Alerts with Notification • Custom Hot Lists • Plate Data Export • Works Simultaneously with Red Light Enforcement
			

MULTIPLE VIDEO CAMERA BENEFITS FOR SPEED AND RED-LIGHT ENFORCEMENT

RedSpeed is the only vendor utilizing lane-specific, brilliant high-definition motion picture video cameras in combination with infra-red (IR) illuminators to maximize the number of violations successfully captured and prosecuted. It is important to emphasize that these lane-specific video cameras substantially increase the number of prosecutable violations. The number increases substantially on roads with heavy queuing traffic or roads used by large scale vehicles such as tractor trailers, construction vehicles, etc., which, when enforced by still image systems (used by competitors) result in lost violations due to obstructed license plate views.

RedSpeed’s all-video based camera system solution offers significant benefits:

Reduced Camera Downtime: Unlike many competitors’ mechanical shutter-based cameras, RedSpeed’s network-based system does not suffer from mechanical maintenance issues, i.e. it does not break down after a certain (and limited) number of photographs have been taken. This feature significantly reduces camera downtime and mandatory maintenance.

Roadway and Intersection Viewing: Having an all-video based system enables Police to simultaneously record video evidence from multiple angles, showing both an overall roadway "scene" as well as each individual lane with resolution high enough to read each passing car license plate. This method is significantly more helpful during accident investigations or scene reconstructions as it can provide an unparalleled level of detail. Most competitors simply rely on a combination of video camera for roadway overview evidence and still, mechanical shutter-based cameras for before/after and zoom-in images.

The Red-Light Enforcement system is designed to capture straight thru, left, and right turn on red violations, and can also be configured to capture specific lanes of enforcement. Individual red signals can be monitored separately, as well as green arrows for protected permitted turns, to prevent capture of erroneous violations on a valid turn signal.

Utilizing a motion picture video camera solution affords RedSpeed another advantage over its competitors.

License Plate “Rewind” Ability: RedSpeed can extract a license plate picture when the images automatically generated by the camera are either unclear or illegible – a feature completely unique to the RICS system. Based on our operational experience in Illinois, we have identified a number of scenarios where the license plate image is either not visible or is obscured by another object, which typically results in the violation being rejected during processing. Common examples include: "washed out" plates due to sun glare, license plates blocked by other vehicles and tractor-trailer or any long wheelbase vehicles not "fitting" into a standard still shot.

Because RedSpeed's system captures and records video from multiple lane-specific cameras, RedSpeed's back-office operators can, for the first time, identify and **REPAIR** these image deficiencies by accessing the archived video directly from the camera and rewinding (or fast forwarding) until a clear license plate image emerges. This capability is essential when monitoring intersections with heavy semi-truck and trailer traffic.

Utilizing the license plate rewind capability allows RedSpeed's violation review team to maximize the number of enforceable violations submitted to the Palatine Police for final review and approval.



SiteOps™ LIVE ROADWAY VIEWING

RedSpeed's proprietary, web based SiteOps™ software can be utilized by authorized municipal users to access “live” video and archived video data on specific roadways without suspending the enforcement function. Having an all-video based system enables Police to simultaneously view and record video evidence from multiple angles, showing both an overall roadway “scene” as well as each individual lane with resolution high enough to read each passing car license plate.

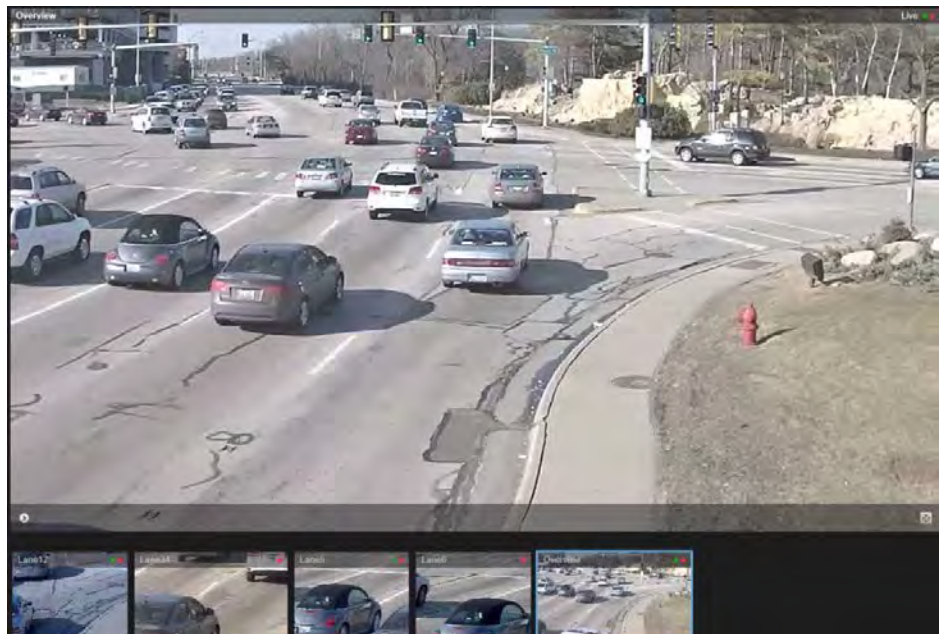
This method is significantly more helpful during accident investigations or scene reconstructions as it can provide an unparalleled level of detail. Most competitors rely on a combination of video camera for roadway overview evidence and still, mechanical shutter-based cameras for before/after and zoom-in images.

While other vendors may offer an overview option, they cannot provide the zoom capability necessary to allow Police users to identify and confirm license plate numbers.

By logging onto <https://Siteops.RedCheck.org>, authorized users may view:

Live Roadway Overview

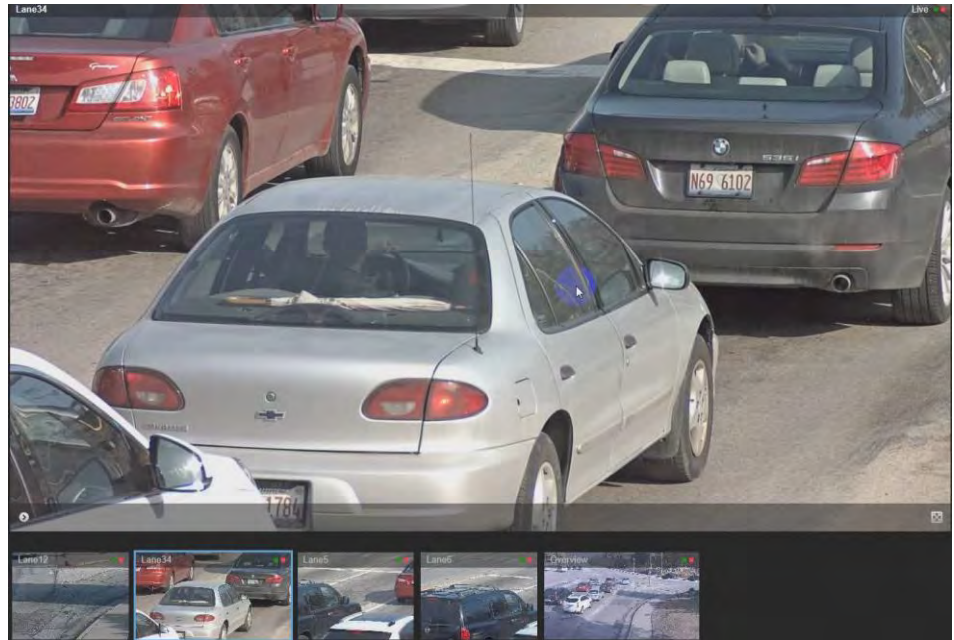
View real time overview of roadway traffic at enforced approaches in 30FPS, full HD 1080P.



Lane Specific View

Unique to RedSpeed, the high definition, lane specific video cameras record all lanes simultaneously, enabling authorized users to select a specific lane on the overview screen and zoom in to identify license plate numbers.

This is a valuable tool during instances such as Amber Alerts. **Other vendors cannot provide the zoom capability** which allows Police to identify and confirm license plate numbers.



Download Archived Video Footage

Configurable 15-45 days of video data archival is available.



Once the requested data has been exported, selecting the download feature allows the User to save the data directly to their PC.



Live roadway viewing / streaming is accessible on all mobile devices including I Pads, Tablets and Smart Phones. This functionality is particularly valuable since it enables officers to immediately access live streaming and archived video footage for accident reconstruction while on scene.



To date SiteOps™ has been integral in solving homicides within the Illinois suburbs of Western Springs and Blue Island, IL. It also assisted the Village of Elk Grove, IL in apprehending an individual responsible for multiple home burglaries as well as assisting the Village of Justice, IL in identifying and apprehending an individual responsible for extensive neighborhood vandalism and property destruction. Within Florida the Police department for both Sarasota and Coral Gables have credited RedSpeed's SiteOps functionality with helping identify and apprehend individuals involved in a car theft operation and other high profile criminal activity.

The enclosed USB includes a short video demonstration of the SiteOps™ functionality.

License Plate Recognition System – Amber & Silver Alert Functionality

RedSpeed’s License Plate Recognition System (LPRS) is an optional add-on module that works in parallel with the Speed enforcement system. Optional A.I. surveillance is also available.

**Speed and Red-Light enforcement need not be suspended to run the LPR system.
The LPR System remain active and collecting data regardless of the enforcement parameters applied to the Speed or Red-Light Camera functionality.**

The USB enclosed in section 11 includes a short video demonstration of the LPRS functionality.

Since LPRS utilizes existing camera hardware, no camera or roadway modifications are required. LPRS provides authorized police users with:

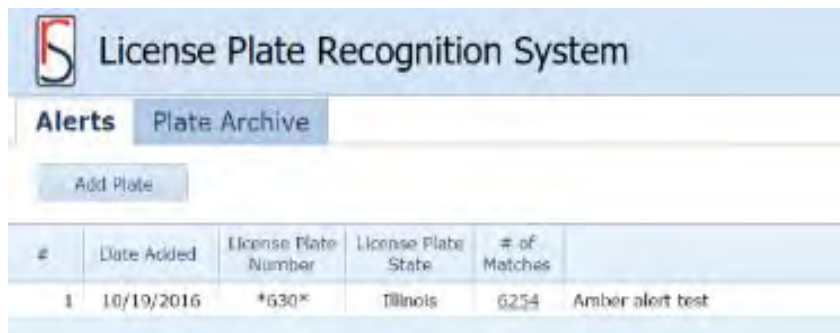
- Real-time Amber or Silver Alert functionality
- Access to a 30-day (configurable upon installation) archive of all license plates detected by the system.
- Ability to merge captured data into ELSAG, Genetec and/or Vigilant database systems, in addition to the County's Smart County's Operation Platform.

Authorized users access the system via a web-based, secure portal at <https://lprs.redcheck.org>



Once authenticated, users can either create or modify new alerts or search historical data.

If LPRS is installed on multiple approaches within a Municipality, the system allows for alerts and searches to be enabled either system wide within the community or by individual sites.



When creating a new alert, the user is required to provide an exact or partial license plate number (for example, when searching for plates containing "123", the user could enter *123*. If the plate ends with 123, the search will be *123).

In addition to plate number, additional alert attributes must be added: vehicle color, state, make, case#, etc.

Each alert is set to expire in either 7 or 14 calendar days.

User can be notified in real time of any matches using either email or text message. The LPRS provides an overview of all active alerts, number of matches and expiration dates. Authorized users can create new alerts or edit/delete existing ones.

The screenshot shows the 'License Plate Recognition System' interface. At the top, there is a navigation bar with 'Alerts' and 'Plate Archive' tabs. Below the tabs is an 'Add Plate' button. The main content area features a table with the following data:


#	Date Added	License Plate Number	License Plate State	# of Matches		Expires	Created by	Action
1	10/19/2016	*630*	Illinois	6254	Amber alert test	11/02/2016	Robert Liberman	Edit Delete

Detailed alert results show the location, date and time of the record license plate image matches, as well as a high-resolution original image. Using the date/time/location, authorized user can then access RedSpeed's SiteOps

S Search Result of "A630*"

Vehicle info Plate #: A630* State: Illinois Make: Acura Color: Blue		Search info Case #: 123-34567 Reason: Amber alert test		Registration info Created by: Robert Liberman Date added: 10/19/2016 at 10:38 Notification: Expire: 11/02/2016	
--	--	---	--	--	--

#	Date/Time Recorded	License Plate Number	Location	Zoom Plate Image
6243	10/19/2016 06:05:05 AM	V381307	Lisle (V): OGDEN & YACKLEY W	
6242	10/19/2016 05:58:58 AM	2615305	Lisle (V): OGDEN & YACKLEY W	
6241	10/18/2016 08:50:35 PM	6304458013	Lisle (V): OGDEN & YACKLEY W	
6240	10/18/2016 05:21:07 PM	S306304	Lisle (V): OGDEN & YACKLEY W	
6239	10/18/2016 05:19:30 PM	Q630328	Franklin Park (V): GRAND & MANNHEIM S	
6238	10/18/2016 05:15:46 PM	K447630	Franklin Park (V): GRAND & MANNHEIM S	
6237	10/18/2016 05:04:03 PM	A630201	Lisle (V): OGDEN & YACKLEY W	
6236	10/18/2016 04:42:20 PM	A630322	Lisle (V): OGDEN & YACKLEY W	
6235	10/18/2016 04:40:18 PM	63014696100	Lisle (V): OGDEN & YACKLEY W	
6234	10/18/2016 04:27:31 PM	156308H	Franklin Park (V): GRAND & MANNHEIM S	
6233	10/18/2016 04:05:02 PM	630479720	Franklin Park (V): GRAND & MANNHEIM S	



Page 1 of 126 (6254 items) 1 2 3 4 5 6 7 124 125 126

RedSpeed® LPRS 1.0.3 © 2014-2016 RedSpeed-USA. All rights reserved.

Finally, the "Plate Archive" tab allows authorized users to search the historical archive of all plates captured by the system or multiple LPR systems (if the municipality has activated the LPRS functionality across all cameras within their community).

Searches of the archive can be conducted by specifying plate, date, time or location.

S License Plate Recognition System Welcome, Robert Liberman | Log Out |


Alerts **Plate Archive**

Search by Plate Number:

Filter Results by Location: **All Locations**

Filter Results by Capture Date-Time: From: 10/19/2016 9:43 AM To: 10/19/2016 10:43 AM

#	Date/Time Recorded	License Plate Number	Location	Zoom Plate Image
1485	10/19/2016 10:43:05 AM	2645465	Franklin Park (V): GRAND & MANNHEIM S	
1484	10/19/2016 10:43:05 AM	9659	Franklin Park (V): GRAND & MANNHEIM S	
1483	10/19/2016 10:43:00 AM	Y706148	Franklin Park (V): GRAND & MANNHEIM S	
1482	10/19/2016 10:42:48 AM	57890P	Franklin Park (V): GRAND & MANNHEIM S	
1481	10/19/2016 10:42:42 AM	J1AU	Lisle (V): OGDEN & YACKLEY W	
1480	10/19/2016 10:42:33 AM	7JJI	Lisle (V): OGDEN & YACKLEY W	
1479	10/19/2016 10:42:32 AM	BECKLFP	Lisle (V): OGDEN & YACKLEY W	
1478	10/19/2016 10:42:30 AM	7522968	Lisle (V): OGDEN & YACKLEY W	



REDSPEED SPEED ENFORCEMENT CAMERA SYSTEM

RedSpeed is proud to present the Town with 2 fixed deployment options – a street level fixed Cabinet solution or a Pole mounted solution. Either solution features RADAR vehicle speed detection technology with state-of-the art digital imaging and is supported by RedSpeed’s proprietary RedCheck™ Total Violation Management System. As part of the proposed turn-key solution, RedSpeed will provide and install all equipment including, but not limited to, poles, cabinets and related operational equipment associated with the Speed Camera System. The system is specifically designed to withstand the harshest of weather conditions (-30 to 110°F), with enclosures being fitted with temperature monitors to control cooling fans based upon the unit’s internal temperature. The camera enclosures are water and salt resistant, dust proof, bullet proof and highly scratch resistant. The systems have been designed for installation in extremely hostile environments where safety and security are a high priority, secured with heavy duty locks and hinges. All metalwork is constructed from either aluminum or stainless steel, zinc dipped, and powder painted according to the County’s standards to minimize any visual impact. The adaptable and streamlined designs result in an efficient integration into to street infrastructure with a minimal footprint. The proposed systems are fully networked and continuously time synched to a central server to ensure consistency between all systems, in addition to supporting site analytics such as speed, traffic counts and volume.

FIXED CABINET SOLUTION

The system itself is compact, intuitive, and very simple to operate. The purpose of this compact unit is to offer a solution for single lane or smaller roads where available deployment space is limited. The complete, real time embedded operating system and unique software specifications enhance the system’s efficiency and stability. Dual monitoring watchdogs (software / hardware) technology guard against system downtime. Multiple HD cameras and 45-days of storage work in conjunction with the radar unit to facilitate full ALPR functionality and live video footage viewing (with 15-45 days of recorded footage) with a direct link for the Police Department.



SPECIFICATIONS

The narrow beam RADAR unit utilizes Doppler shift to determine vehicle speed.

The system can track up to 4 lanes in one direction, capturing only the rear license plates as required under Virginia State Law.

The system utilizes LED Infra-Red illumination during any periods of low light level conditions – eliminating the need for the distracting white flash illumination utilized by other vendors.

RedSpeed Technicians monitor all Cameras daily to ensure operational efficiency. Cameras can be accessed remotely to make any necessary adjustments, including brightness and contrast.

4G Cellular or fixed land line communications are utilized to transmit the encrypted violation data packages to RedSpeed’s back-office processing facility using AES and MD5. All costs association with the communication lines are the responsibility of RedSpeed.

The system always ensures correct daily speed measurements thru an internal self-test function

Annual System Calibration and Certification is conducted by an independent 3rd party utilizing the latest electronic frequency generators rather than conventional tuning fork tests.

DUAL SPEED AND RED-LIGHT FIXED POLE MOUNTED SOLUTION

The sleek pole mounted system can be installed in one of two ways:

1. Mounted onto an existing infrastructure component such as a streetlight pole,
2. Utilizing the 18' tapered aluminum break-away pole shown below installed 75-100' from the stop bar.

- The streamlined, 15' aluminum break-away pole was designed to be as minimally intrusive to its surroundings.
- Enclosures are climatically monitored to control the AC Units based upon the unit's internal temperature.
- All components are fashioned so that maintenance and other operations can be accomplished quickly and easily without impacting public safety.
- 3D/UHD Tracking Radar which can cover up to 7 lanes.
- Multiple 5Mp HD Network based Video cameras with up to 45 days of storage.
- Dual LED IR Illumination panels (no distracting white light)
- Main enclosure is fitted with full AC to control internal temperatures.
- System supports full remote monitoring and access by RedSpeed Technicians.



SPEED DETECTION ACCURACY

RedSpeed utilizes the most advanced 3D/UHD object tracking radar technology. It provides highly accurate and reliable speed and position data, tracking multiple vehicles in parallel lanes simultaneously. The system scans more than 20 times per second from 0.1 m/s to 88 m/s (320 km/h). RedSpeed's radar technology also incorporates a double redundancy:

- 1) By utilizing two independent receive antennas, the values measured by both must be perfectly matched to generate a reported speed,
- 2) Vehicle speeds are first measured by the Doppler shift and then by the range progress over time, the two measurements being independent and redundant. (Speed accuracy Typ.< ±0.28 m/s or ±1%)

MOBILE SPEED ENFORCEMENT UNIT

This in-vehicle method allows the WHPD to deploy the unit in the most optimum location, easily navigating curbs and road shoulders, while providing a stable and controlled platform for the camera. The vehicle is specifically designed to enable low maintenance, fully functional remote access for day / night speed enforcement. The system is easily configurable via a touch screen display and can be set up quickly without creating a public safety hazard.

Mobile Speed Photo Enforcement System (MSPES) consists of a vehicle, HWS800A-MT+ speed photo enforcement system, communications equipment, and power monitoring/ battery unit.



HWS800A-MT+ Features

- Fully embedded design without PHD insures stable and reliable system operation, compact design and total protection from PC virus and OS vulnerabilities.
- The HWS800A-MT+ series features full real-time embedded operating system and unique software specifications enhance the system working efficiency and stability. The dual watch dogs (software and hardware) technology prevents the system downtime.
- HWS800A-MT+ series product integrates the high-definition camera, host, LCD, power, speed

measurement radar, storage disk and etc in one compact package. Small footprint allows for either stationary or mobile environments.

- The built-in large capacity flash disk meets the requirement of data safety for mobile speed measurement device. It supports the short-term local storage and data backup. At the same time, the system can upload the image to the central server which insures dual storage at the local-end and the back office.
- HWS800A-MT+ uses narrow wave K band radar that can effectively monitor both directions of travel simultaneously.
- The built-in Lithium battery can on average support up to 8 hours of continuous operation.
- 8-megapixel high definition CCD camera can overlay information such as the vehicle speed, snapshot time, snapshot position and watermark each picture take to prevent tempering.
- System supports remote maintenance functions including remote malfunction diagnosis, malfunction alarm and remote restart.
- HWS800A-MT+ supports wireless communication via CDMA/GPRS/3G. It can be widely used in any location with 3, 4 OR 5G connection.
- System average power consumption is below 20w.



ADDITIONAL VEHICLE SPECIFICATIONS

Remote Start Transponder (accessible via iPhone / SmartPhone App).

Self-Start Monitoring of Battery Voltage and Internal Vehicle Temperature. Batteries are automatically charged by the vehicle's engine, eliminating the need to remove the battery and make external connections. Vehicles may be left for long periods without repeated recharging.

Independent Battery Power System which powers the system and auxiliary components for up to 20 hours.

Full System Remote Access.

GPS Location Tracking allows for monitoring of the unit's deployment history. Provides real time location information should the vehicle be stolen via geo-fencing alerts.

Removable IR pulse flash installed on front of vehicle to enhance night illumination without creating a visual distraction to oncoming vehicles.

Tripod Mounting Stand installed in front passenger area allows easy camera set up and operation.

Vehicle Run-Time before refueling is required is 2-4 days.

Customized External Signage may be added to the vehicle.

Vehicle Security System with wireless alert.

All routine and manufacturer recommended vehicle maintenance will be the responsibility of RedSpeed.

ADDITIONAL SPEED CAMERA SPECIFICATIONS

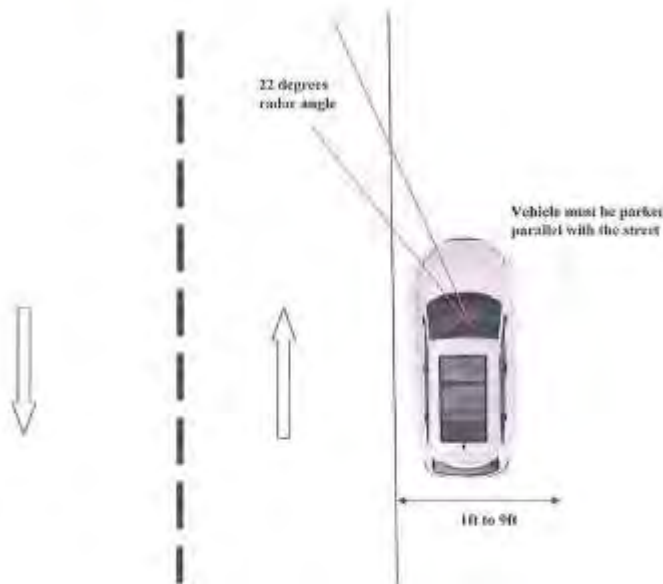
- Embedded system structure, with industrial PC.
- Supports 500GB HDD storage capable of saving more than ten thousand pictures and violation video
- Supports distinguishing lanes, detecting the multiple objects' speed and distance
- Supports license plate recognition
- Supports 3G/4G Wireless transmission
- Supports GPS locating, support NTP protocol to synchronize time.
- Snapshot resolution of 8MP, 3296*2536
- Video resolution of 2MP, 1600*1200
- Monitors 1-4 lanes



MSPES Deployment

HWS800A-MT+ is equipped with an automatic self-calibration function on startup. During initial startup and immediately following every violation all parts of the speed measurement circuitry undergo a self-test.

Vehicle Placement



If any part of the test fails, the system alerts the operator and suspends operations.

Auto calibration can also be initiated by the operator remotely or in person.

To begin enforcement vehicle should be positioned parallel to the road, facing the direction of enforcement and 1-9' from the lanes.

HWS800A-MT+ must be offset at 22 degrees (the red line on the image denotes the correct angle). To simplify the process and ensure accuracy, the laser pointer can be pressed and aimed at the Laser Aim Marker located on the dashboard.

No other verifications are necessary. Once properly sighted and verified the system can begin autonomous operation.

HAND-HELD SPEED CAMERA ENFORCEMENT SOLUTION

The hand-held speed camera pictured below utilizes LIDAR with the following performance specifications.



- Video target and capture range from 10 ft - 8,000 ft.
- Target specific speed measurement with video or still photos modes.
- Multiple speed limits for different vehicle classes.
- Speed range setting from 10-200mph
- Optional IR torch emitter for nighttime operation.
- Easy setup with programmable presets.
- Wi-Fi file transfer
- AES 256 encryption for added security.
- Integrated GPS.
- Battery Life of 11+ hours.

SPEED CAMERA SET-UP

RedSpeed’s Speed Cameras are designed so that deployment is easily configurable to specific school calendars, speed, and time thresholds via a user-friendly setup screen. Once the enforcement parameters are entered, the camera will only be operational during the pre-determined times.

RedSpeed personnel will be continually verifying the deployment details to allow for special school holidays, institute days or closures because of inclement weather. Authorized Police and School District users may also access this application to verify accuracy

Site Details

General

Municipality:	HENRY COUNTY	Location:	120 E Lake Rd W/B, McDonough
Site Code:	GA004	Site Type:	Dahua
Setup Date:	11/11/2019	Start Date:	12/19/2019
IP Address:	10.64.8.1	Lanes:	1
Speed Limit:	45	School Zone Limit:	35

Enforceable Dates

Name	From	To	Operational
2019-2020	8/1/2019	5/22/2020	<input checked="" type="checkbox"/>
Thanksgiving Break	11/25/2019	11/29/2019	<input type="checkbox"/>
Semester Break	12/23/2019	1/7/2020	<input type="checkbox"/>
MLK Day	1/20/2020	1/20/2020	<input type="checkbox"/>
President's Day	2/17/2020	2/17/2020	<input type="checkbox"/>
Winter Break	2/18/2020	2/21/2020	<input type="checkbox"/>
Spring Break	4/6/2020	4/10/2020	<input type="checkbox"/>

Speed Limit by Time

From	To	Trigger Speed	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Low Limit
07:15 AM	07:30 AM	56	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
07:30 AM	08:30 AM	46	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
08:30 AM	02:45 PM	56	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
02:45 PM	03:45 PM	46	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
03:45 PM	04:15 PM	56	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

SYSTEM SELF TESTING AND AUTOMATED CAMERA SETTINGS

Continuous monitoring of all sites by RedSpeed violation reviewers and field engineers in our Lombard facility ensures all sites are maximizing performance. These daily operational performance checks enable RedSpeed to immediately detect and resolve potential problems prior to site repairs being required or downtime incurred. The RICS camera units carries out a self-check calibration every 24 hour to confirm all system functionalities are operating correctly. Below are Samples of the generated Pass and Fail Logs.

Sample Pass Log File

CAMERA DETAILS
 Unit SN: PZJ2MN63600035
 Site code: IL00001
 Site address: 25th-Harrison
 Time:14:50:00
 Date:04/27/2013
 ITS Camera: OK
 Video Camera: OK
 Loops: OK
 Traffic Signal: OK
 System Functioning: OK

Sample Fail Log File

CAMERA DETAILS
 Unit SN: PZJ2MN63600035
 Site code: IL00001
 Site address: 25th-Harrison
 Time: 10:40:00
 Date: 04/27/2013
 ITS Camera: Disconnected
 Video Camera: Disconnected
 Loops: Fail
 Traffic Signal: Fail
 System Functioning: Abnormal

Automated Video Camera Settings

RedSpeed’s multiple HD Video Camera solution is specifically designed to allow for full remote access and maintenance (via a high-speed copper Internet line) as well as automatic self-adjustment. Whether a function is Fixed or Automatic is dependent upon what the specific camera is designed to capture. In both cases, the Field Services Engineer can make manual adjustments to ensure optimal camera performance and capture.

Camera 1 – Intersection Overview Camera

- Lighting – Automatically self-adjusts to compensate for lighting conditions.
- Focus – Fixed
- Aperture – Automatically self-adjusts to ensure IR compatibility during low light or nighttime operation.

Camera 2+ - Lane Specific Cameras

- Lighting – Fixed
- Focus – Fixed – manually set to focus on a specific set point at the stop bar
- Aperture - Fixed

VEHICLE DETECTION

Violation triggering is one of the most important aspects of any photo enforcement system. With optimized triggering technology, a red-light or speed camera can capture the greatest number of violations while simultaneously reducing the number of false triggers.

RedSpeed has the capacity to utilize either above-ground (Radar) or in-ground (Sensys pucks).

3D Object Tracking Radar - Above Ground Vehicle Detection



RedSpeed's 3D tracking radar is an above-ground, all weather, dual Red-Light and Speed triggering technology. Utilizing the 3D radar detection method RedSpeed **provides the ability for the Town to enforce BOTH Red-Light and Speed violations from the same camera system without requiring any additional supplemental hardware or modifications, and without suspending the enforcement of either red-light or speed violators.**

Equally importantly 3D radar offers over **6 times** the violation capture rate as compared to in-ground Sensys pucks used by most competitors, as radar tracking enables the system to monitor the movement of multiple target vehicles more precisely and for a longer period.

Additional benefits of using 3D Radar tracking as a detection method include:

- The trigger locations and sensitivity levels for the radar can be easily reconfigured, either on-site or remotely, and
- There is zero impact on the existing roadway, infrastructure, or landscape.
- Road conditions including snow or ice conditions, pothole repairs and resurfacing which negatively impact the performance of in-ground detection methods have no effect on radar detection.

The combination of the RedSpeed RICS with 3D Object Tracking Radar captures the most violations while simultaneously offering Police officers speed data to assist them with red light violation review decisions.

In-Ground Vehicle Detection (Red-Light Enforcement)

Another method of vehicle detection available to RedSpeed is the use of Sensys Wireless Sensors.

These sensitive magnetometers are equipped with a low-power radio and packed in small, hardened plastic cases.

The benefits of using Sensys in-ground vehicle detection sensors include:

- Sensors are minimally intrusive, with installation completed in under 10 minutes. No lead-in cabling or long saw cuts are required, and the circular pavement hole produces the least amount of damage and stress to the roadway.
- Sensors are equal in accuracy to inductive loop detectors, offering a **capture rate of 96-99%**,
- Sensors will not interfere with any pre-existing in ground sensors,
- Sophisticated signal processing algorithms enable each sensor to discriminate vehicles in adjacent lanes or vehicles that are traveling close to each other in the same lane.
- Sensors monitor individual lanes without interference from high profile vehicles (commercial trucks) obscuring video detection,
- Sensors are unaffected by false triggers from radar reflections.



A Sensys wireless sensor is placed in the middle of a traffic lane where it will detect the presence and passage of vehicles. To measure vehicle speeds and length, two wireless sensors are installed in the same lane with the exact distance between them measured and configured in the software upon installation. This distance is then factored into an equation which produces an accurate measurement of speed based upon distance travelled.

Sophisticated signal processing algorithms in each Sensys wireless sensor provide highly accurate vehicle detection as well as the ability to discriminate vehicles in adjacent lanes or vehicles that are traveling close to each other in the same lane.

With the use of in-ground sensors individual lanes are monitored without interference from other lanes, such as high sided (i.e. commercial trucks) vehicles obscuring a video detection or false triggers from radar reflections.

Minimally Invasive Traffic Signal Detection

Minimally Invasive Signal Detection

RedSpeed utilizes toroidal current sensing transformers, the least invasive but most accurate means of traffic signal status detection. Voltage and/or current monitoring of the signal lamps is the most reliable means of signal status detection and ensures the system “sees” what the driver “sees”. These inductive coils are placed around the individual conductors for the appropriate color and movement and then attached to a RedSpeed specific cable that carries the signal though newly installed conduit to the RedSpeed system.

The use of toroids gives a physical isolation between the traffic controller and the RedSpeed system, while optically isolating the RedSpeed Lamp Monitoring Unit. These two levels of isolation ensure that a malfunction in either the RedSpeed system or the traffic controller cannot cause damage or dangerous faults in the other system. This type of signal detection also ensures there are no physical modifications to the traffic system equipment, eliminating any liability issues for the Town.

DUAL-PANEL, INFRA-RED (INVISIBLE) FLASH



IR Flash Unit

One of the unique features **setting the RICS system apart from all competitors** is that it is equipped with dual-panel infrared LED illuminator which **invisibly** illuminates a roadway up to 150' in low light conditions and allows the camera to record high-resolution video and images.

Researchers from Florida State University's Dept. of Psychology published a study linking white flash illumination (utilized by other vendors) to distracted driving. They determined that younger and older drivers were particularly susceptible to the effects of the white flash, as it delayed the ability to process safety related events and caused confusion.

The need for bright and disruptive white flash, (which frequently results in driver complaints), is eliminated. The light source is continuous and undetectable to the naked eye.

We believe RedSpeed is the Only Vendor offering this Infra-red, Flash-Free Solution.

BENEFITS OF INFRA-RED ILLUMINATION (IR) RedSpeed®USA

- Researchers from the Department of Psychology at Florida State University recently published a scientific study.
- It suggests that white flashes associated with photo enforcement cameras **distract younger drivers, pulling attention away from the roadway and delaying processing of safety-related events.**
- Considering the perceptual and attentional declines that occur with age, **older drivers may be especially susceptible to the distracting effects of white flashes**, particularly in situations in which the flash is more salient (a bright flash at night compared to during the day).
- RedSpeed's speed and red light photo enforcement system is the **only system currently on the market that utilizes infra-red (IR) illumination and eliminates the need for distracting and dangerous white flash.**

DOUBLE INFRA-RED (IR) ILLUMINATORS

License Plate Sprays and Covers Rendered Ineffective. As the use of automated enforcement cameras to enforce speed laws has become more common, so has the pervasiveness of license plate fogging sprays and reflective covers. Products intended to obscure or distort the camera's ability to detect and read vehicle license plates are ineffective against RedSpeed's RICS system.

- Since no strobe or white flash is utilized during daylight hours, reflective materials typically employed to trick cameras are ineffective.

RedSpeed violation reviewers can also adjust the negative, brightness and contrast of the plate image to further facilitate the correct identification of the numbers / letters. With High Resolution Video RedSpeed has hundreds more images per violation to work with than still cameras.



RSI0109 12:19:15 PM 12/19/14 4.5 L1
GOLF & RAND E



RSI0109 12:19:16 PM 12/19/14 4.5 L1
GOLF & RAND E

MULTIPLE, SIMULTANEOUS RED-LIGHT VIOLATIONS CAPTURE

As a result of RedSpeed’s industry leading multi-video lane specific camera approach, multi lane, multi-violation capture is accomplished without sacrificing image clarity as shown below. Since the system is video based, there is no need for a still camera to “re-set” before capturing the second (or simultaneous) violation. This solution, coupled with the re-wind capability only available thru a video-based system, guarantees that numerous violations which were previously unenforceable using still camera solutions are captured.

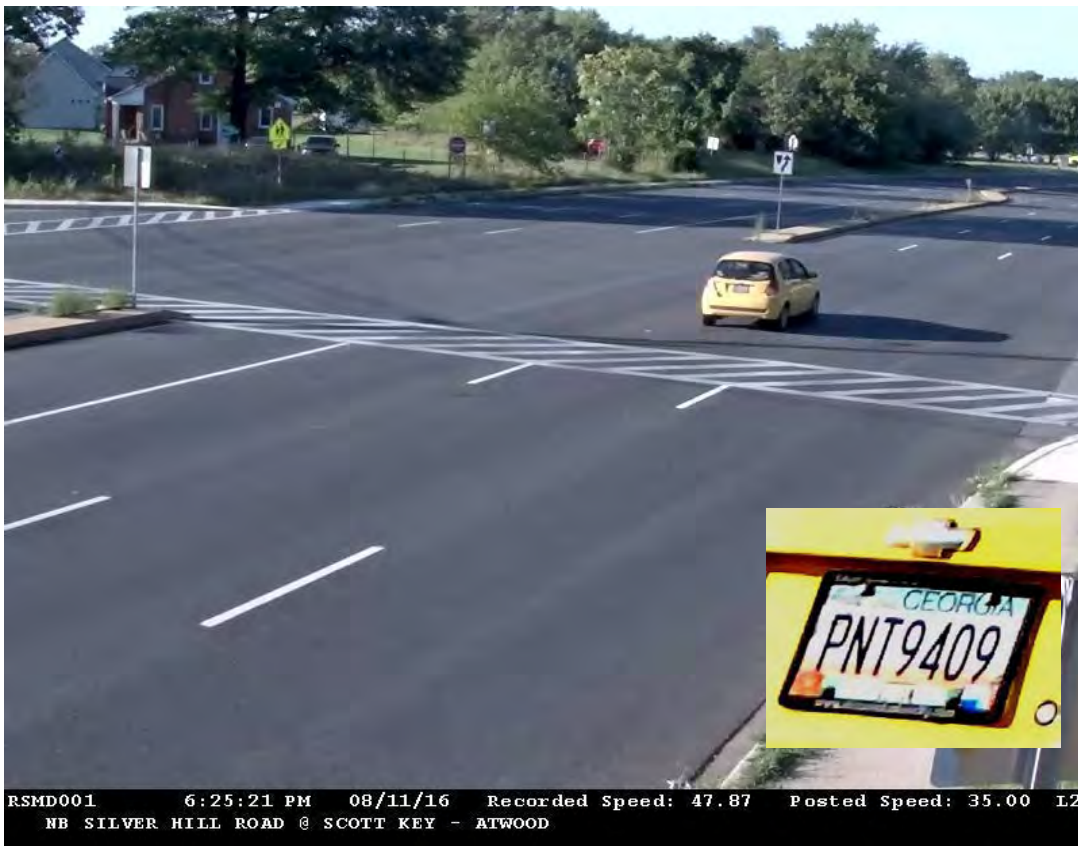


The RedSpeed Intelligent Camera System (RICS) captures a set of high resolution digital still images of offending vehicles and the license plates, whether the violation is a straight thru Red-Light violation or violating left or right turn restrictions. These images are captured 24 hours a day regardless of lighting or weather conditions. This applies to the capture of multiple, simultaneous violations as well.

The system differentiates between vehicles and other “non-enforceable” objects such as pedestrians, bicyclists and does not capture these images as potential violations. In addition to the still images, the system produces a 12 second video of the violation at a resolution of 704 x 480, 30 frames per second.

Please refer to electronic files included with this Submittal for additional Sample Violation Images and Video Clips of both Speed and Red-Light Violations captured under all weather conditions.

CAPTURED VIOLATION IMAGES - SPEED VIOLATION



VIOLATION DATA BAR

A secure data bar is embedded to each of the digital images collected at the instant the violation is captured. The data bar is simultaneously encrypted with the violation images to ensure there is no possible opportunity for evidence tampering.

Emphasis should be placed on the data bar being **embedded and not attached** into the image, as attaching the image could (in a court of law) potentially be misrepresented as a manipulation of the image.

Each violation is assigned a 16-digit permanent and encrypted RedCheck™ Identification Number which remains with the violation through the violation's entire lifecycle. This tracking number enables both RedSpeed and the Town authorized users to monitor and audit every violation captured by the system, and functions as a digital signature confirming the authenticity of the data.

The Data Line in all RedSpeed captured images will be **customized** to include all the specific requirements of the Town. The Data Line is clear and legible on the printed violation as well as on the on-line or computer screen image. As indicated on the sample violation images above, the existing bar includes, but is not limited to:

- Date of Violation
- Time of Violation
- Location of Violation
- Speed Travelled
- Posted Speed Limit-
- Lane of Travel
- Camera ID Number



System Maintenance

Town of Bladensburg, MD
Automated Enforcement Program. RFQ-FY 2024-004



SYSTEM MAINTENANCE

The maintenance and operation of RedSpeed enforcement equipment is paramount, and the staff provides all customers with prompt and professional service which results in swift problem resolutions. RedSpeed provides round the clock, 365 days per year on-call operators for prompt initial response. RedSpeed understands and accepts that all maintenance activities necessary to ensure the effective and consistent operation of the speed enforcement equipment (inclusive of cameras and ancillary equipment) shall be the sole responsibility of RedSpeed. All costs associated with electricity or other related power sources necessary to operate the systems shall also be the sole responsibility of RedSpeed.

We intend to safeguard the operational efficiency of the County's equipment using daily operational checks, preventative maintenance schedules and proprietary site monitoring software. Drawing upon our years of experience, RedSpeed has designed a comprehensive and proven Maintenance and Support Program which will maximize the daily performance of each of the enforcement systems. The result will be continued industry leading capture and efficiency rates. In addition, the data collected thru the procedures and site monitoring software will provide valuable information to support Town public education efforts.

RedSpeed's proposed program is comprised of three tiers:

- ✓ Preventative Maintenance,
- ✓ Daily Remote Monitoring and Response Maintenance
- ✓ Emergency Response.

It is RedSpeed's belief that a solid Preventative Maintenance Plan is critical to an enforcement program's success, allowing for the identification of potential problems before a malfunction (and subsequent downtime) can occur. These maintenance activities will be coordinated by RedSpeed's Field Services Engineering Manager and performed by RedSpeed field engineers during every site visit. A detailed rotation schedule ensures that every site is visited **a minimum of one time per month** by trained RedSpeed engineers.

Visual Mechanical Inspection conducted during a site visit includes:

- Visual inspection / examination of the base, pole, collar, camera and controller housing for damage, corrosion, cracks and alignment. This inspection is to confirm the equipment is both operationally and aesthetically sound.
- Visual inspection of all controller cabinets and camera housings to safeguard against leaks, general wear, or damage.
- Visual inspection of the pole and camera housing to ensure security of all earth connections, terminations, and ground rods.
- Visual examination of the ground reinstatement for the camera pole, controller, footway chambers and ducting.
- Visual inspection of the flash alignment and function. The proper functioning of the flash unit is confirmed by the technician firing the flash –observing the flash visually in addition to taking a live view image.
- Check protective finishes on all enclosures including paint, PVC and galvanizing.
- Checking of security and alignment of all hinges, brackets and camera enclosure fixing bolts. Adjustments and retightening will be performed according to specified torque settings. Damaged or missing fixings will be replaced.
- Checking of all controller cabinet and pole housing wiring and connections.
- AC Power -The AC power will be checked using a DVM (digital voltmeter). If the incoming AC is +/- 10%, both CDOT and BOE will be immediately notified of the reading by the Field Engineering Manager.

- Verify warning or circuit identification labels are not missing, damaged or illegible. Providing new labels if required.

During the site visit field engineers will also perform the following cleaning tasks:

- Cleaning of the camera enclosure glass to maximize image clarity.
- Removing all loose dust, grime, mud, and snow if weather permits.
- Removing all labels, stickers, posters, and graffiti.
- Washing down all external finished surfaces with suitable detergent.
- Repainting of metalwork if required.
- Removing dust and dirt from the interior pole base compartment and camera housing.
- Cleaning inside the inner surface of camera and flash lens cover.
- Lubricating padlocks following the cleaning operation to help prevent locks from freezing and rusting.

Visual Inspection of Roadway and Signage includes:

- All lanes will be inspected for street deterioration such as potholes or cracking and to confirm pavement markings and striping are in good condition. Should the technician identify a concern, the engineering manager will be advised, and the appropriate Town personnel notified.
- Verify all required Enforcement Notification signs are correct and present.
- Visual examination of in-ground detection devices for signs of wear or damage.

all maintenance activities performed on site are entered into an electronic maintenance log. Town authorized users may access copies of specific enforcement location maintenance logs via the SiteOps

The screenshot displays the RedSpeed SiteOps interface. On the left, a sidebar lists site locations under Florida, with 'Bee Ridge Rd & S Tamiami Trail / US' selected. The main area shows a checklist for this location, dated 09/06/2018, performed by Engineer 1. The checklist includes sections for Signage, Sensors Detection, Camera Lens, Metalwork Inspection, and Auxiliary Items, each with a table of items to be checked.

Log ID	Log Date	Signage	Sensors Detection	Camera Lens	Metalwork Inspection	Auxiliary Items	Technician Name
3	9/6/2018	Yes	Good	Yes	Yes	Pass	Engineer 1
2	8/8/2018	Yes	Good	Yes	Yes	Pass	Engineer 1
1	7/13/2018	Yes	Good	Yes	Yes	Pass	Engineer 1

Section	Item	Status
1. Signage: Verify presence & mounting	Sign 1	Yes
	Sign 2	Yes
2. Sensors Detection: Verify presence, condition & operation	Lane 1	Good
	Lane 2	Good
	Lane 3	Good
	Lane 4	Good
3. Camera Lens: Check for dirtiness or damage	Head 1 lens cleaned	Yes
	Head 2 lens cleaned	Yes
4. Metalwork Inspection: Check for damage & cleanliness	Camera 1 enclosure	Yes
	Camera 2 enclosure	Yes
	IR (Infrared) sensors (confirm operation)	Yes
	Base	Yes
	Blade	Yes
	Collar	Yes
5. Auxiliary Items: Check functionality & damage	Voltages & connectivity	Pass
	Traffic signal & speed timing violation module	Pass
	USB Sensor interface module	Pass
	PC module	Pass
	Communication module (TCP/IP interface)	Pass
	3.5MM I/O interface	Pass
Network cables	Pass	
Time format & synchronization	Pass	

Remote Maintenance

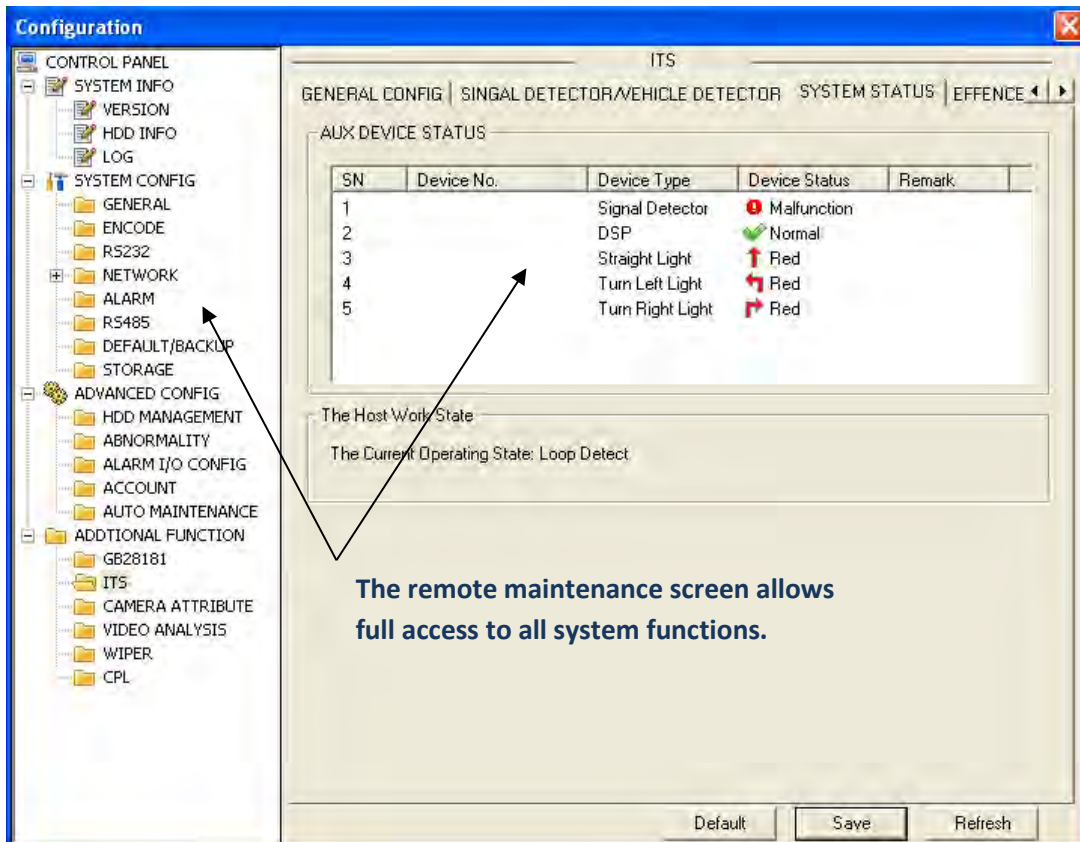
Continuous monitoring of the County’s sites by RedSpeed violation reviewers and field engineers in our Lombard facility ensures all sites are maximizing performance. These daily operational performance checks enable RedSpeed to immediately detect and resolve potential problems prior to site repairs being required or downtime incurred. When a fault is detected, the Field Engineering Manager will immediately notify the appropriate Village personnel of the occurrence and provide updates until the fault is resolved.

Daily Remote Quality Checks and Remote Site Monitoring

The proposed RedSpeed Intelligent Camera System (RICS) is designed to enable field engineers to view, monitor and configure all cameras remotely on a 24/7 basis to confirm and maximize peak functionality.

The following key items listed are only part of the systems capabilities:

- Ability to monitor all traffic signal phases, plus the ability to suspend individual lanes should the Village require it. i.e. construction taking place (the system will automatically highlight any malfunctions).
- Ability to monitor cameras at desired location and adjust settings accordingly, including adjustment of pre & post time settings for the violation video.
- Ability to monitor on site storage for all violation packets, including archival video storage for 14 days of data.
- Ability to view live video direct from site location – (this functionality is also accessible via Site Ops)
- Ability to download up to 14 days archival video – (this functionality is also accessible via Site Ops)



RICS units also produce a daily system operational log file which can be transmitted at any predetermined time. The camera unit carries out a self-check calibration and confirms that all system functionalities are operating correctly. Once the log files are confirmed, they are stored on Site Ops™ for future verification.

Remote site monitoring is also accomplished using RedSpeed's proprietary Site Monitoring Utility (SMU). Once the engineers have confirmed communications are operational via the SMU, they remotely view violation images from every approach at each of their assigned locations. This process will enable them to confirm the site is performing properly as they check the camera's phasing sequence, image quality, camera alignment and flash function.

The RedCheck™ system runs in conjunction with the back-office facility through a permanent high-speed communications link, providing direct access to each system through a secure network. When a violation is captured, the information is stored on a hard drive within the RedSpeed server and transmitted to RedSpeed's violation review team. Since the review process is carried out daily, any disruption in either the number of incoming violations from a particular site or the image quality of the incoming violations would be immediately apparent to the reviewing team. The reviewers, therefore, function as a secondary operational check to the SMU and field engineers.

As the RedSpeed violation reviewers are processing the incoming violations to be forwarded to the County's Police Department, they are also analyzing the images for potential problems. RedSpeed reviewers are specifically trained to immediately log any discrepancies, including blurred license plate images, insufficient lighting, incorrect camera angle or faulty video clips, by entering a fault into RedSpeed's web-based Fault Monitoring Utility (FMU) shown on the following page

The continuous monitoring of the FMU by both engineering and violation review personnel results in a double layer of monitoring. This redundancy guarantees that any discrepancies or malfunctions occurring at one of the County's systems (including the violation viewing website) will be:

- Immediately reported to the appropriate Palatine personnel,
- Addressed and resolved by RedSpeed.

If a member of either team discovers a quality problem, the fault is immediately logged into the FMU database, and a Worker Order (WO) is generated and distributed to the field engineering manager and the field engineer assigned to that site.

For expediency sake, the field engineer will first attempt to resolve the problem remotely. If a remote repair does not remedy the situation, the field engineer will be immediately dispatched to site. Once the malfunction has been corrected and confirmed, the Field Engineering Manager will close the Work Order.

The FMU is an invaluable component in RedSpeed's maintenance and support program for several reasons.

- First, it proves a digital log for tracking the status of both open and closed work orders. As a result, RedSpeed will guarantee that no fault will remain unresolved and that recurring issues can be quickly identified and addressed.
- Second, regularly review of the reports and statistical information produced by this tool to enable the RedSpeed management team to assess both site operational performance and field engineer efficiency levels. If a specific fault appears frequently, steps will be taken to identify why the fault is occurring and what measures must be taken to correct it.

A Real Time offence simulation system check is performed during the "green phase" of the signaling to verify proper operation and sequencing of image sets. This final check simulates an offense to verify all system parameters including image capture and encryption packaging are functioning properly.

Emergency Response Plan

Recognizing that emergencies do not always occur during normal business hours, RedSpeed will establish a 24/7 engineering support hotline specifically for use by Town authorized personnel. This communication channel is available to address any service requests from a simple service disruption to a total system knockdown.

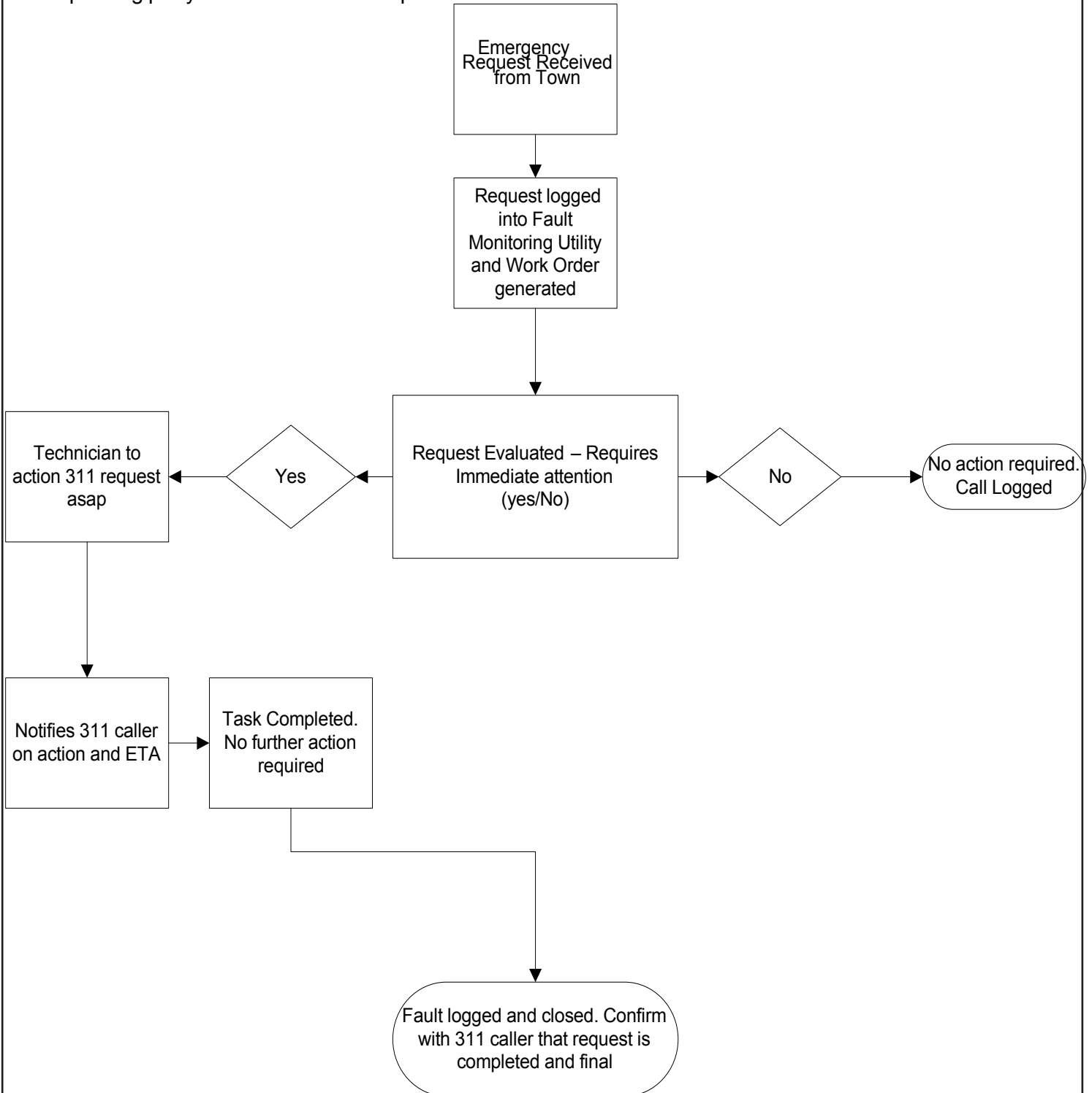
Since all systems are being continuously monitored via RedSpeed’s system monitoring utility, if a malfunction at an individual site is detected the on-call Field Services Engineer will immediately advise the appropriate Town personnel of the incident and will advise the steps that will be taken to correct the situation.

The table below identifies some common Client requests and RedSpeed’s committed response time.

PRIORITY REQUESTS	RESPONSE TIME
Knockdown – Make safe	During Normal Business Hours – 2 hours max After Hours – Within 4 hours
Knockdown – Repair & Reinstatement to full operational status	Within 72 hours
311 Requests- Managed ASAP	According to request (Urgent)
Routine Daily Maintenance Repairs	Within 2 – 8 hours
Disruption in service of any system malfunction	Within 24 Hours
Street cable replacement	Within 48 hours
Sign Replacement	Within 48 hours
Remove Graffiti and Touch-up Equipment	Within 48 hours

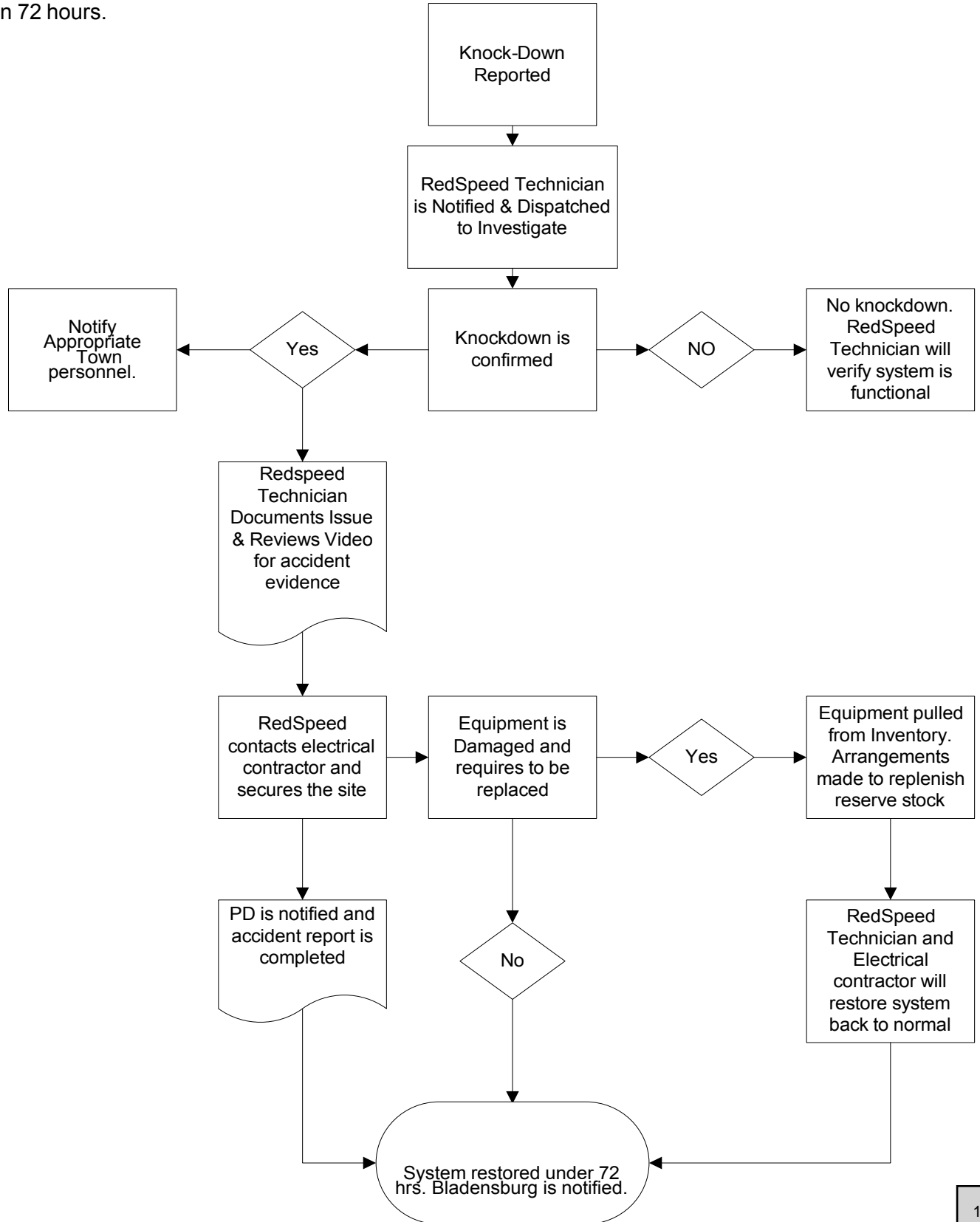
Emergency Response Flow Chart

Upon receiving the County's call or email request, the on-call field engineer will take down the pertinent details and immediately document the request within the Fault Monitoring Utility to generate a work order. If the request is relative to the operation of a site, the field engineer will work to identify the source of the problem and determine if the problem can be corrected remotely. If a remote correction is an available option, the field engineer will take the necessary steps to restore the site's functionality and advise the requesting party once the work is completed.



Knockdown Procedure Flow Chart

During a critical situation such as a knockdown, RedSpeed understands that nothing less than an immediate response is acceptable. The following flow chart demonstrates RedSpeed’s action plan for these instances. Working in cooperation with the relevant Town departments and our partner subcontractors, RedSpeed will guarantee the downed systems will be replaced and restored to full operational capacity within 72 hours.





Violation Processing

Town of Bladensburg, MD
Automated Enforcement Program. RFQ-FY 2024-004

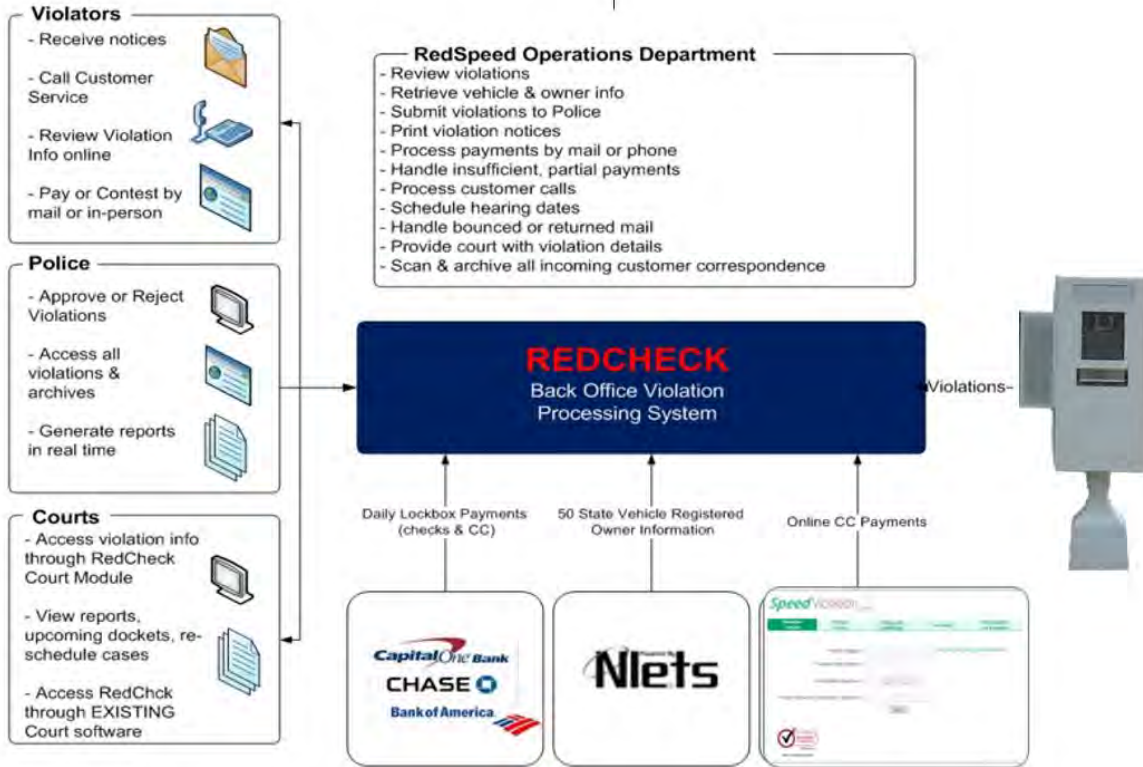


WEB BASED VIOLATION PROCESSING AND DOCUMENT MANAGEMENT SYSTEM

RedCheck™ - RedSpeed's proprietary, Violation Management Software, is an entirely web-based, complete Document Management System. RedCheck™ provides authorized municipal users with the freedom and flexibility to perform 100% of the violation reviewing functions 24/7 from any location where Internet access is available. In addition, authorized municipal users may view notice documents and produce statistical reports (depending upon the roles assigned to their log-in credentials).

BENEFITS OF THE INTERNET-BASED REDCHECK™ SYSTEM

- RedSpeed's Violation Processing and Document Management System is completely Internet based, so there is no need for additional software to be installed on the County's machines and no risk of compatibility issues with Seat Pleasant's existing data infrastructure.
- The RedCheck™ software system is easily customized to the needs of specific municipal agents, and technical support is available 24 hours a day / 365 day a year.
- RedCheck™ reviewing software is compatible with the following browsers: Internet Explorer / Edge, Google (Chrome and Safari), Fire Fox.
- PC (Minimum System Requirements): Windows 7 SP1 & Higher, Mac OS 10.10 and higher.
- Cloud based and secure, RedCheck™ allows remote, authorized users 24/7 access to a violation's lifecycle from any web-enabled computer thru a secure Internet portal. For optimum utilization, it is recommended that a Windows based browser be employed.
- Utilizing simple "point and click" navigation, authorized users can swiftly and easily review violator information, view static and video images, approve, and reject violations in less than 12 seconds.
- Accuracy logic has been programmed into the interface, indicating vacant information fields, or incorrectly input data, maintaining the validity and integrity of the RedCheck™ Database System.
- Software updates can easily be applied by RedSpeed without disrupting municipal user workflow.
- All captured violation data is immediately transmitted back to the RedSpeed data center thru a secured VPN connection and imported directly into RedCheck™. As a result, no long-term data storage devices are required at the camera site.
- **All** processing of violations is done by vetted RedSpeed employees at the RedSpeed corporate headquarters in Lombard, Illinois. No data is sent out of the country for processing.
- ***It is understood that all still and video images recorded by RedSpeed systems at designated sites within Bladensburg are the property of the Town. In the event the relationship between Bladensburg and RedSpeed is severed, all data captured prior to that event will be processed in full and made available to the municipality***



RedCheck™ Login Screen

Authorized municipal users access RedCheck™ by entering a unique and secure login and password on the Log In screen shown below. Individual user accounts authenticate the identity of a user and are used to grant or deny users access to resources through the assignment of specific “User Roles”. User viewing privileges and functionality are based on a pre-established set of entitlements which would be assigned according to the County's direction. All users are not required to have the same set of privileges, with roles being assigned according to the user's position and function.

The assignment of specific access to individuals ensures accurate auditing of the users within the RedCheck environment. Any modifications, calls taken, or notes can be audited and traced. All information, including the violation numbers, dates and times of incidents, license plate numbers, registered owners' information, and the status of violations are viewable and easily retrievable all from one screen to authorized municipal users.

Municipalities requiring an additional level of security above our username/password and digital certificate authentication strategy, can use Red Speed's optional Two Factor Authentication strategy. This mechanism uses a combination of something a user knows (username/password) and something a user has (one-time password). Users can plug in a USB key fob and generate their own one-time password, this in combination with their username, will allow access to the RedCheck™ Software application for police reviewing.

RedSpeed®USA

Log In

Please enter your username and password.

Account Information

Username:

Password:

Keep me logged in

or click [here](#) if you forgot your password.

Once the Log-in process has been completed, a list of violations awaiting Operator Review will display. This list is comprised of violation data which was encrypted at site when captured and decrypted upon arrival at the RedSpeed Lombard, IL headquarters as it is uploaded into RedCheck™.

Captured Violation Images –Speed Zone Violations

Step 1 – RedSpeed Initial Violation Verification

Specially trained RedSpeed Violation Review personnel review the still images of a violation for possible discrepancies and to evaluate the clarity of the captured images.

RedSpeed’s multiple video camera system is designed to capture only the rear of vehicles travelling thru the enforced school zone or intersection. **At no time will any digital images captured by the camera include facial images which could identify the driver, passenger, or contents of the vehicle.**

The RedCheck™ System allows both RedSpeed and Police reviewers to “play and view” not only a full motion 12 second video of each violation but also four unique still scenes:

- (1) An image of the vehicle at the report line,
- (2) An image of the same vehicle a specific distance further in the enforcement zone,
- (3) A full shot of the back of the vehicle including license plate image, and
- (4) A close-up image of the license plate.

The RedSpeed Reviewer crops the zoomed-in license plate image from an image specifically captured for this purpose. This optimized license plate image is used to establish the vehicle’s ID and is also printed directly to the notice.





Captured Violation Images – Red Light Violations

RedSpeed Violation Reviewers perform the same function for the initial review of red-light violations as they do for Speed Zone violations.

RedSpeed's multiple video camera system again captures only the rear of vehicles travelling thru the enforced intersection. **At no time will any digital images captured by the camera include facial images which could identify the driver, passenger, or contents of the vehicle.**

In addition to the full motion 12 second video (6 seconds before the violation and 6 seconds after) four unique still scenes are presented:

- (1) An image of the vehicle behind the reporting line,
- (2) An image of the same vehicle and scene captured with the vehicle beyond the reporting line,
- (3) A full shot of the back of the vehicle including license plate image, and
- (4) A close-up image of the license plate.

RedSpeed Violation Reviewers then view the full motion video for verification a violation has taken place and meets the criterion set forth by the Town. RedSpeed will work closely with the County's Program Manager to establish these reviewing guidelines as it will facilitate consistency between the RedSpeed Violation Review Team and the county's Police Reviewers.

The RedCheck™ Client System provides the ability for the acceptance or rejection of infraction sets and provides multiple violation reject reasons to pinpoint the specific cause of a rejection. Any vehicles designated by the Town as "exempt" (such as vehicle's participating in funeral processions or moving thru an officer controlled intersection) can be sorted out and rejected during this initial review phase.



Tamiami Tr / US 41 & Bahia Vista St S/B

Site code	Date	Time	Amber time	Red time	Lane	Frame
RSFL0021	09/04/18	08:04:16.3 AM	4.5	0.1	L2	A
Site Name Tamiami Tr / US 41 & Bahia Vista St S/B						



Tamiami Tr / US 41 & Bahia Vista St S/B

Site code	Date	Time	Amber time	Red time	Lane	Frame
RSFL0021	09/04/18	08:04:17.1 AM	4.5	0.9	L2	B
Site Name Tamiami Tr / US 41 & Bahia Vista St S/B						



Site code	Date	Time	Amber time	Red time	Lane
RSFL0021	09/04/18	08:04:16.4 AM	4.5	0.1	L2
Site Name Tamiami Tr / US 41 & Bahia Vista St S/B					



STEP 2 – Secondary RedSpeed Supervisor Review / Registered Owner Identification

Following this initial review, a supervisor reviews and verifies the images and video of the violation for a 2nd time before submitting the license plate number and type of plate (passenger, temporary, or other) for verification thru the Division of Driver Services and the Maryland Motor Vehicles Administration (MVA), or a third-party data provider such as Nlets or LexisNexis Collection Services. RedSpeed has also been approved by the Virginia Dept. of Transportation to query Virginia tags directly thru their portal. After undergoing an extensive and stringent security check, RedSpeed has been approved as a Strategic Partner with the National Law Enforcement Telecommunications System (**Nlets**). This partnership provides immediate (within 6 seconds of making the request) Department of Motor Vehicles information for each record: Make of Vehicle; Year of Vehicle; VIN; Registration Date; Registered Owner Name(s); Registered Owner(s) Address, County, State, and Zip Code; Ownership Status from a database covering **all 50 States**.



Once the registered owner information has been received, the violation is reviewed a 3rd and final time by a RedSpeed Violation Review Supervisor before it becomes available to the County's Police Reviewers through the Web Based RedCheck™ Client System.

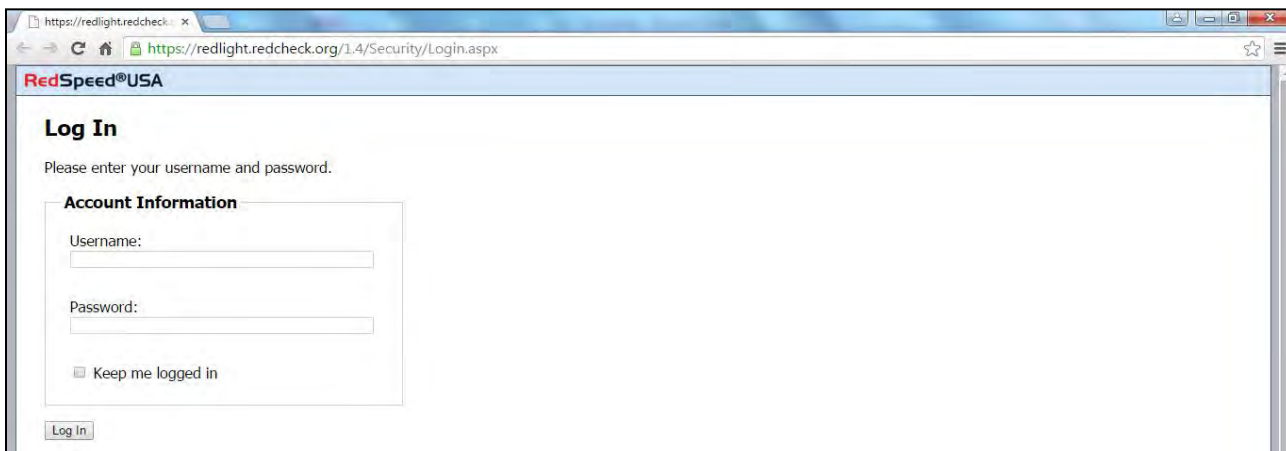
TOWN POLICE DEPARTMENT VIOLATION REVIEW AND APPROVAL

Authorized municipal users have the freedom and flexibility to perform 100% of the reviewing functions 24/7 from any location where Internet access is available thru the web based RedCheck Violation Processing System. In addition, authorized municipal users can view notice documents and produce statistical reports (depending upon the roles assigned to their log-in credentials).

- ✓ Through the RedCheck™ System an Officer can review all the static images, the video clip and violator information and render a decision to approve or reject the violation in less than 12 seconds.
- ✓ State law requires Palatine to designate a deputized law enforcement officer to review these violations and approve or reject them as enforceable infractions,

RedSpeed will provide, at no cost to the Town, all training and training manuals necessary to ensure all individuals responsible for the reviewing and approving of violations are knowledgeable and proficient with all the components of the RedCheck™ system.

Authorized users would begin by accessing the RedCheck™ Violation Reviewing system through <https://redlight.redcheck.org>. Users are then required to input their username and password for authentication on the log-in screen shown below.



Once the username and password have been authenticated, Police and Municipal users will automatically be presented with a list of violations awaiting approval on the Review Violation Screen below.

Violation Review Screen

Webpage Screenshot

RedSpeed®USA Reports Welcome, Mike Abbst [Log Out]

Search criteria

Violation #:

Owner:

Address:

Plate #: State:

From: To:

Violation Status

All Status

Wait for Police Approval

Hearing Scheduled

Contest by Mail

1st Notice

Determination of Liability

Location

All Locations

RS10127 - E New York St & N Farnsworth Ave E/B

RS10129 - E New York St & Commons Dr E/B

RS10130 - E New York St & Commons Dr W/B

RS10133 - E New York St & N Eola Rd E/B

RS10134 - E New York St & N Eola Rd W/B

Municipality

All Municipality

IL Aurora (C)

Apply Clear

Name	Location	Date/Time	Lane	TIR	Speed	Status
JACKSON, CRYSTAL	E New York St & N Eola Rd W/B	3/9/2016 4:18 PM	4	1	49.01	Wait for Police Approval
BURIAN, EMILY	E New York St & Commons Dr E/B	3/9/2016 3:07 PM	5	1	17.04	Wait for Police Approval
GONZALEZ, ERNESTO G	N Farnsworth Ave & Molitor Rd N/B	3/9/2016 3:02 PM	1	18	11.83	Wait for Police Approval
CASTILLO, JORGE	E New York St & N Farnsworth Ave E/B	3/9/2016 2:57 PM	3	1	21.47	Wait for Police Approval
PICASSO, THALIA	E New York St & Commons Dr E/B	3/9/2016 2:54 PM	1	1	19.39	Wait for Police Approval
RIOS, JOSE	E New York St & Commons Dr E/B	3/9/2016 2:42 PM	2	1	20.22	Wait for Police Approval
DE LEON, GRACIELA	N Farnsworth Ave & Molitor Rd N/B	3/9/2016 2:14 PM	3	1	22.41	Wait for Police Approval
CORTEZ-ORTIZ, KARINA	N Farnsworth Ave & Molitor Rd N/B	3/9/2016 2:04 PM	2	1	38.74	Wait for Police Approval
QUALITY METALS CORP	N Farnsworth Ave & Molitor Rd N/B	3/9/2016 2:03 PM	1	1	25.03	Wait for Police Approval
PV HOLDING CORP	N Farnsworth Ave & Molitor Rd N/B	3/9/2016 1:11 PM	2	0	38.77	Wait for Police Approval
DALEIDEN, DANIEL O	E New York St & Commons Dr E/B	3/9/2016 12:42 PM	2	0	48.63	Wait for Police Approval
CORRAL BUSTAMANTE, CRISTAL	N Farnsworth Ave & Molitor Rd S/B	3/9/2016 12:42 PM	1	3	11.86	Wait for Police Approval
GONZALES, MARIO F	N Farnsworth Ave & Molitor Rd N/B	3/9/2016 12:35 PM	1	1	15.81	Wait for Police Approval
ALI, FARHAN	E New York St & Commons Dr E/B	3/9/2016 12:30 PM	3	1	42.57	Wait for Police Approval
OCHOA, ALVA R	E New York St & Commons Dr E/B	3/9/2016 12:24 PM	4	1	60.89	Wait for Police Approval
LOPEZ, ROBERTO	N Farnsworth Ave & Molitor Rd S/B	3/9/2016 12:16 PM	1	10	5.9	Wait for Police Approval
TAMBO, CECILIA A	N Farnsworth Ave &	3/9/2016	1	1	7.72	Wait for Police

Click Here To Play Video

Approve Reject

Violation #: 1708000372274919 Type: RedLight Owner: RIOS, JOSE

Plate number: V280992 Plate state: IL Address: 414 SUPERIOR ST

Make: FORD Year: 2006 C/S/Zip: AURORA IL 605052882

VIN: 1FMEU75846UA0972 Exp. date: 02/01/2016 Origin: SOS - Match On Plate Only

Status: Wait for Police Approval Info:

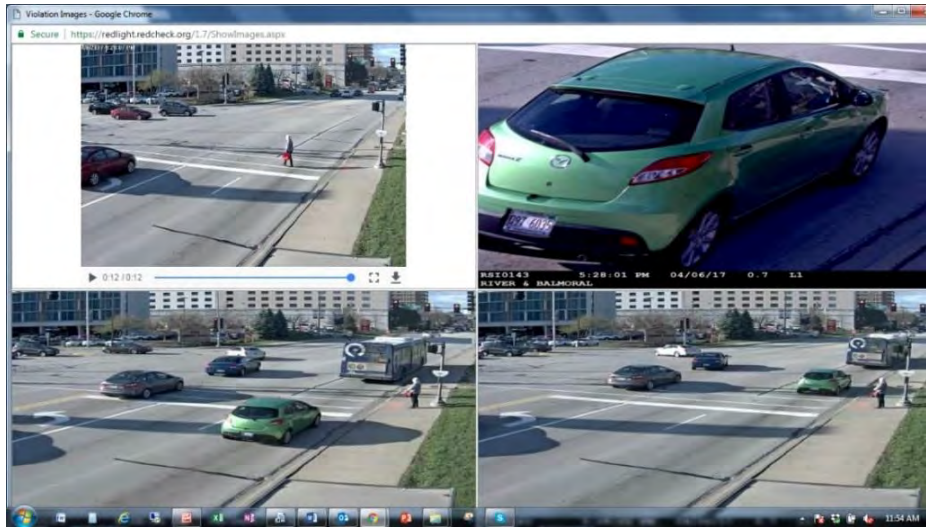
Images Notices Edit Info

2462 Awaiting Review | 0 Approved | 0 Rejected

https://redlight.redcheck.org/1.5/default.aspx Mon Mar 21 2016 12:12:56 GMT-0500 (Central Daylight Time)

1. The total number of violations awaiting review is displayed at the bottom of the display and will provide a running tally as violations are approved or rejected.
2. When the first violation is selected to review, the video will begin playing automatically. There is no need to pre-download videos.
3. Registered Owner Names are displayed both in the violations listing as well as directly below the Video box.
4. Information requiring verification – such as License Plate Number and Vehicle Make - is displayed directly below the Video box.
5. Selecting Approve or Reject will automatically forward to the next violation and the video clip will begin playing.
6. The Name, Location and Lane columns can be sorted by clicking within the specific column heading box.

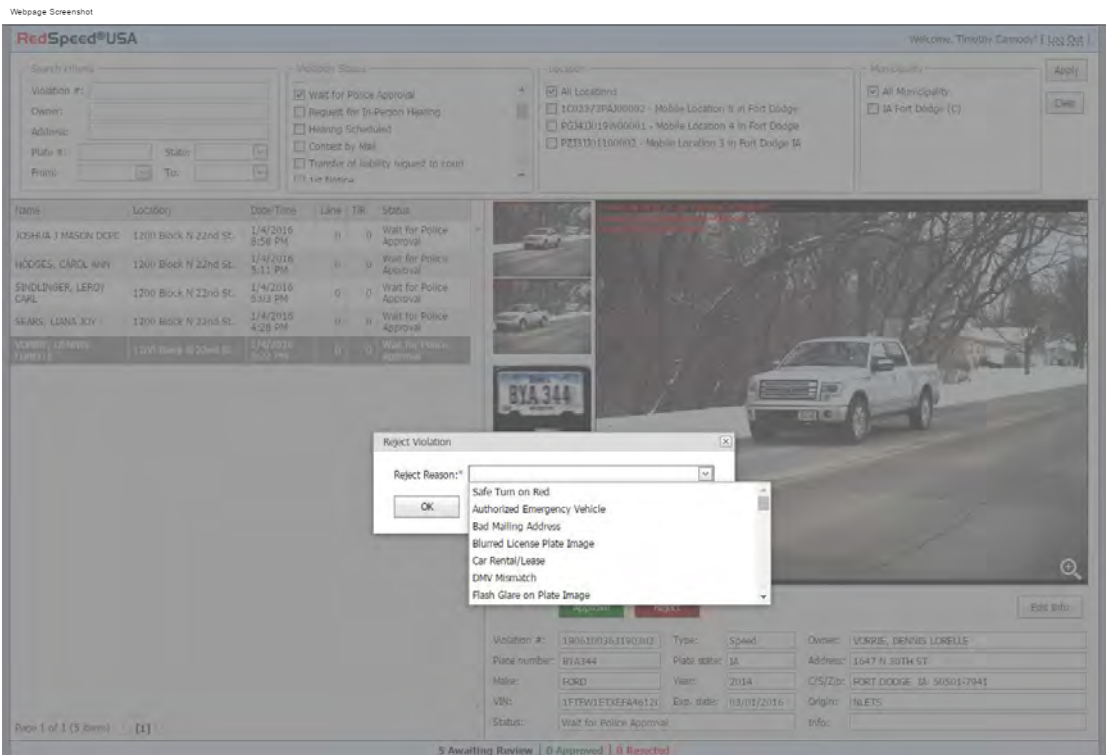
All original, captured images can be viewed in a full screen enlargement mode with a single click.



The Town of Bladensburg will always have the final decision on whether a citation is issued.

Approval or Rejection of violations is carried out by selecting either the Approve or Reject box after the still images and video clip have been reviewed.

When rejecting violations, users are prompted to enter a reject reason from a pre-defined, drop-down list as shown below. "Batch" approvals or rejections are not allowed by the RedCheck™ software.



After viewing the violation video clip and confirming the vehicle information corresponds with the still images, the officer may elect to Approve or Reject the violation by clicking the appropriate icon.

Once the reviewing Police Officer has approved the violation a Notice of Liability will be printed and mailed via First Class mail to the vehicle's registered owner.

To ensure no violations are approved outside of the allowed reviewing window, violations approaching the cut-off time are color coded for easy identification as pictured below.

The screenshot displays the RedSpeedUSA software interface. At the top, there are search criteria fields for Violation #, Owner, Address, Plate #, State, and From/To dates. Below these are filters for Violation Status (NDV Affidavit, Supervisor Review, Uniform Traffic Citation, Final Administrative Order) and Location (All Locations, RSL0006, RSL0007, RSL0008, RSL0009, RSL0010). A Dismissal filter is also present with options like CROSS LANE TRIGGER, EMT/POLICE/FIRE/GOV/DIPLOMAT, FLAGMAN / WAVETHRU, and FUNERAL PROCESSION.

The main area features a table of violations with columns for Name, Location, Date/Time, Lane, T/A, T/R, Speed, and Status. The table lists various violations, with some rows highlighted in orange to indicate they are approaching the cut-off time. A video playback window on the right shows a street scene with a vehicle at an intersection. Below the video, there are playback speed controls (Normal, One half, One quarter, One eighth) and a license plate number 9QI.

At the bottom, there are sections for Violation/Vehicle details and Registered Owner information. The violation details include Violation # (201020000348677B), Type (RedLight), Plate number (2179QI), Make (FORD), Color (WHI), Year (2005), VIN # (1FMZU63K35UA54903), and Status (Supervisor Review (OTHER)). The registered owner details include Owner (FARKAS GABOR FUSZFAS), Date of Birth (04/30/1971), Address (2256 DATURA ST), C/S/Zip (SARASOTA, FL, 34239-3913), License # (F212247711500), and Origin (FLHSMV).

Name	Location	Date/Time	Lane	T/A	T/R	Speed	Status
Bahia Vista St & S Tuttle Ave E/B		9/30/2018 2:32 PM	2	4.0	0.8	23.07	Supervisor Review
Tuttle Ave & Fruitville Rd S/B		10/2/2018 9:55 AM	1	4.5	0.8	23.69	Supervisor Review
Tamiami Trail & Bee Ridge Rd S/B		10/2/2018 2:16 PM	1	4.9	0.1	14.96	Supervisor Review
Fruitville & N Lockwood Ridge E/B		10/2/2018 4:35 PM	1	4.9	0.1	30.27	Supervisor Review
Tuttle Ave & Fruitville Rd S/B		10/3/2018 6:38 AM	1	4.5	0.1	17.42	Supervisor Review
Tamiami Trail & Bahia Vista St N/B		10/4/2018 12:46 AM	2	4.5	13.2	18.26	Supervisor Review
Tamiami Trail & Bahia Vista St N/B		10/4/2018 5:09 AM	3	4.5	0.1	33.78	Supervisor Review
Tamiami Trail & Bee Ridge Rd S/B		10/4/2018 12:14 PM	1	4.9	0.2	12.48	Supervisor Review
Bee Ridge Rd & Tamiami Trail W/B		10/5/2018 11:13 AM	1	4.9	0.1	11.72	Supervisor Review
Tamiami Trail & Bee Ridge Rd S/B		10/5/2018 4:56 PM	1	4.9	0.3	48.47	Supervisor Review
Fruitville & N Lockwood Ridge E/B		10/5/2018 5:55 PM	1	4.9	0.1	12.78	Supervisor Review
Bahia Vista St & S Tuttle Ave E/B		10/8/2018 2:34 PM	3	4.0	0.2	37.78	Supervisor Review
Bahia Vista St & S Tuttle Ave E/B		10/9/2018 10:38 AM	1	4.0	0.3	12.68	Supervisor Review
Bee Ridge Rd & Tamiami Trail W/B		10/10/2018 1:47 PM	1	4.9	0.2	18.54	Supervisor Review
Fruitville Rd & N Tuttle Ave W/B		10/10/2018 3:08 PM	1	4.9	0.2	14.70	Supervisor Review
Tuttle Ave & Fruitville Rd S/B		10/12/2018 7:49 AM	1	4.5	2.4	15.14	Supervisor Review
Washington Blvd & Fruitville Rd N/B		10/12/2018 9:18 AM	1	4.1	0.1	18.30	Supervisor Review
Bee Ridge Rd & Tamiami Trail W/B		10/12/2018 11:00 PM	3	4.9	135.	15.55	Supervisor Review
Tamiami Trail & Bee Ridge Rd N/B		10/13/2018 1:13 PM	1	4.9	0.5	14.12	Supervisor Review

VIOLATION NOTIFICATION

Warning Notices

When no enforcement locations are launched, Warning letters are printed (for a period designated by the Town) for captured violations. After the initial warning period, through the violation Status feature of the system, infraction notices are printed automatically using RedChecks's date-based violation print schedule. This automated functionality ensures no violation notices are sent outside the legally defined issuance parameters.

Notice Printing and Mailing

As part of the turnkey, back-office processing solution proposed by RedSpeed, all supplies necessary to produce and distribute violation notices on behalf of the Town shall be provided by RedSpeed. Printing and mailing of full color first Notices of Violation via first class mail will be done by RedSpeed employees at the corporate headquarters in Lombard, Illinois. Notices approved by the Town are printed and mailed the following business day.

All Notices of Violation generated by RedSpeed on behalf of the Town will include one set of images showing the cited vehicle at the report line plus a cropped and optimized zoom shot of the license plate. In addition, notice recipients will be provided with detailed information regarding:

- Payment options with a remittance envelope is included with each Notice of Violation.
- On-line Violation Viewing and Payment instructions for <https://secure.redlightviolations.com> or <https://secure.SpeedViolation.com> and
- Toll free customer service hotlines for bi-lingual "live" operator assistance in both English and Spanish plus the street address for the in-person customer service store front.

The number of printed citations prepared for mailing is verified multiple times prior to being delivered by a RedSpeed employee to the post office the same day as printed.

This verification includes:

- ✓ Confirming number of violations selected and sent to the print queue,
- ✓ Confirming the number of citation notices passed thru the envelope inserter matches number sent to the print queue,
- ✓ Final manual count of the prepared citation envelopes.

Any citations returned bearing a yellow forwarding address label affixed to them by the Postal Service are updated and reissued within 48 business hours of receipt.

Audit Trails

As stated previously, both RedSpeed Violation Review Specialists and Municipal Users access RedCheck™ by entering a unique and secure login and password. Individual user accounts authenticate the identity of a user and are used to grant or deny users access to resources through the assignment of specific "User Roles".

The assignment of specific access to individuals ensures accurate auditing of ALL users within the RedCheck environment. Any modifications, calls taken, or notes can be audited and traced. All information, including the violation numbers, dates and times of incidents, license plate numbers, registered owners' information, and the status of violations are viewable and easily retrievable all from one screen to RedSpeed team members and authorized municipal users.

The screenshot shows the RedSpeed USA Reports interface. At the top, there are search filters for Violation #, Owner, Address, Plate #, and State. Below these are filters for Violation Status (e.g., Wait for Law Enforcement Response) and Location (e.g., All Locations, MD 203267). A table lists violations with columns for Name, Location, Date/Time, Lane, TR, Speed, and Status. A large video player on the right shows a red car on a road. Below the video, there are buttons for 'Approve', 'Reject', 'Images', 'Download', 'Notices', and 'Edit Info'. The 'Notices' button is highlighted with a red box. Below the video, there is a form for violation details including Violation #, Plate number, Make, Year, Exp. date, Status, Type, Speed, Plate state, Year, Exp. date, Origin, and Info.

Name	Location	Date/Time	Lane	TR	Speed	Status
SB Silver Hill Road @ Scott Key Drive - Atwood	SB Silver Hill Road @ Scott Key Drive - Atwood	6/12/2019 8:17 AM	3	0.0	48.29	Wait for Police Approval
SB Silver Hill Road @ Scott Key Drive - Atwood	SB Silver Hill Road @ Scott Key Drive - Atwood	6/12/2019 7:56 AM	3	0.0	47.65	Wait for Police Approval
SB Silver Hill Road @ Scott Key Drive - Atwood	SB Silver Hill Road @ Scott Key Drive - Atwood	6/12/2019 7:45 AM	2	0.0	55.48	Wait for Police Approval
SB Silver Hill Road @ Scott Key Drive - Atwood	SB Silver Hill Road @ Scott Key Drive - Atwood	6/12/2019 7:43 AM	1	0.0	47.2	Wait for Police Approval
NB SILVER HILL ROAD @ SCOTT KEY - ATWOOD	NB SILVER HILL ROAD @ SCOTT KEY - ATWOOD	6/12/2019 7:28 AM	2	0.0	55.25	Wait for Police Approval
SB Silver Hill Road @ Scott Key Drive - Atwood	SB Silver Hill Road @ Scott Key Drive - Atwood	6/12/2019 6:48 AM	2	0.0	50.33	Wait for Police Approval
SB Silver Hill Road @ Scott Key Drive - Atwood	SB Silver Hill Road @ Scott Key Drive - Atwood	6/12/2019 6:45 AM	1	0.0	47.2	Wait for Police Approval
SB Silver Hill Road @ Scott Key Drive - Atwood	SB Silver Hill Road @ Scott Key Drive - Atwood	6/12/2019 6:43 AM	3	0.0	48.77	Wait for Police Approval
SB Silver Hill Road @ Scott Key Drive - Atwood	SB Silver Hill Road @ Scott Key Drive - Atwood	6/12/2019 6:43 AM	2	0.0	47.2	Wait for Police Approval
SB Silver Hill Road @ Scott Key Drive - Atwood	SB Silver Hill Road @ Scott Key Drive - Atwood	6/12/2019 6:35 AM	2	0.0	50.11	Wait for Police Approval
SB Silver Hill Road @ Scott Key Drive - Atwood	SB Silver Hill Road @ Scott Key Drive - Atwood	6/12/2019 6:21 AM	2	0.0	53.24	Wait for Police Approval
SB Silver Hill Road @ Scott Key Drive - Atwood	SB Silver Hill Road @ Scott Key Drive - Atwood	6/12/2019 6:02 AM	3	0.0	50.50	Wait for Police Approval
SB Silver Hill Road @ Scott Key Drive - Atwood	SB Silver Hill Road @ Scott Key Drive - Atwood	6/12/2019 6:02 AM	1	0.0	54.58	Wait for Police Approval
SB Silver Hill Road @ Scott Key Drive - Atwood	SB Silver Hill Road @ Scott Key Drive - Atwood	6/12/2019 7:58 PM	2	0.0	48.09	Wait for Police Approval
SB Silver Hill Road @ Scott Key Drive - Atwood	SB Silver Hill Road @ Scott Key Drive - Atwood	6/11/2019 7:53 PM	1	0.0	48.77	Wait for Police Approval
SB Silver Hill Road @ Scott Key Drive - Atwood	SB Silver Hill Road @ Scott Key Drive - Atwood	6/11/2019 7:52 PM	1	0.0	47.2	Wait for Police Approval

Authorized users may view and print copies of all notices sent regarding a violation by simply selecting the Notices icon as indicated above. All correspondence remitted by the violator is also scanned into the violation history where it may be downloaded or printed by authorized users.

The Notice List dialog box contains a table with the following data:

Notice Type	Print Date
Delinquency Notice	01/22/2019
1st Notice	12/18/2018

Page 1 of 1 (2 items) [1]

OK

The Download Violation's Files dialog box asks "What kind of documents should be included?" and has the following options checked:

- Images
- Video
- Notices
- Other Docs

Buttons: OK, Cancel

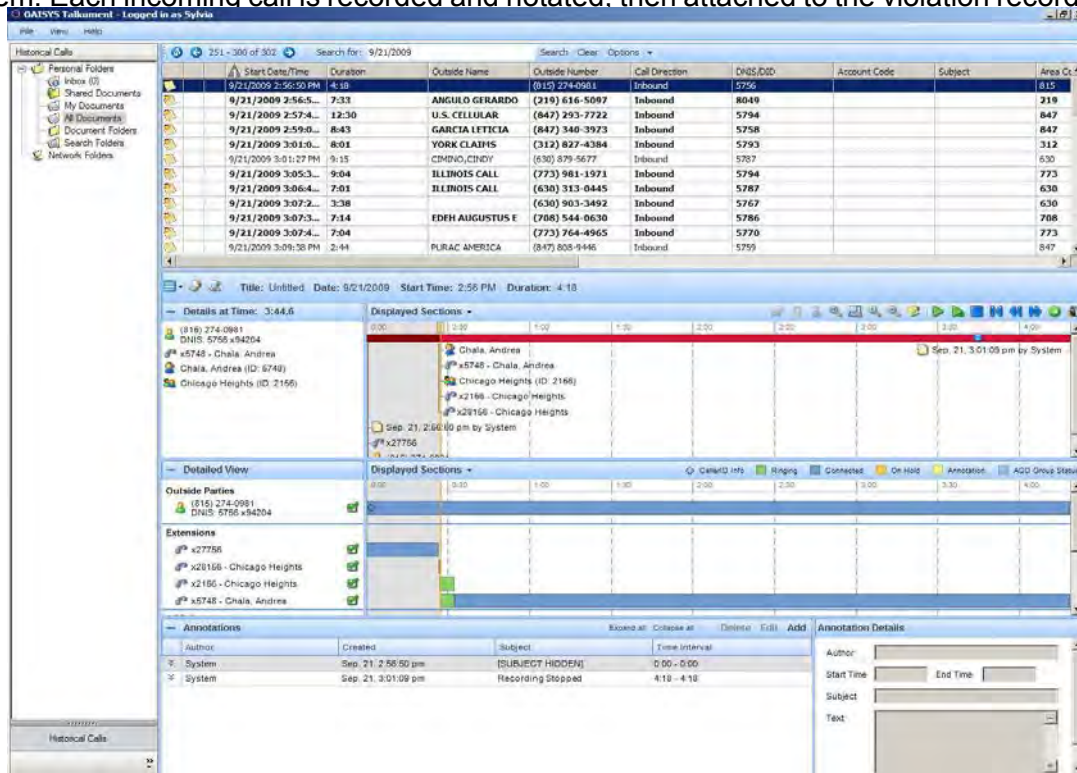
Violator Support Call Center and Walk-In Center

RedSpeed operates a full-service Call Center, headquartered in Lombard, Illinois (**NOT outsourced to another Country as most competitors do**) available Monday through Friday, from 8 a.m. to 5 p.m. Accessible thru a Town Specific Toll-Free number, callers are connected to live Call Center Operators fluent in English and Spanish (RedSpeed also offers operators fluent in other languages as necessary). All systems conform to ADA requirements with TTY available for the hearing impaired. These operators have on-line access to all violation information, including the still and video images associated with a violation. A manual of Frequently-Asked-Questions (FAQs) is used by Call Center staff to respond uniformly to all inquiries.

Customer Service calls are recorded and monitored by Supervisors for quality assurance and training purposes, with hold times not exceeding 2 minutes during the hours of operation. Calls shall be answered and handled within five (5) minutes.

A **“Pay-by-Phone”** option is also available, for callers wishing to pay their violations outside of normal business hours using a credit or debit card.

The highest level of customer service is assisted by the RedCheck™ Oasys Call Retrieval and Archival System. Each incoming call is recorded and notated, then attached to the violation record.



Call Center Representatives can assist callers with a multitude of services including:

- In-person hearing scheduling,
- Violation Payment Processing via credit or debit card.
- Addressing Frequently Asked Questions by referencing an FAQ Manual to ensure all inquiries are responded to uniformly per the Village’s specifications

Each Representative is specially trained to:

- Work well with the public and provide real solutions to any problems incurred by callers,
- Be intuitive to sense a caller’s frustration and the ability to create a calming effect,
- Strong verbal communication with an emphasis on maintaining a non-confrontational voice.



Upon award of the contract, RedSpeed will install an ADA accessible pay station within Bladensburg at a location to be designated by the Town to serve as a walk up customer service center. Available Monday thru Friday from 8:00am-5:00pm, this pay station will be equipped and posted with informational instructions to :

- ✓ Process payments,
- ✓ Submit requests for in-person court appearances,
- ✓ Release MVA flags after processing (or confirming) payment and
- ✓ Answer general questions and inquiries.

This securely mounted compact unit will be equipped with an Internet enabled computer where violators may view their violation images by visiting RedSpeed's online violation viewing portals <https://secure.redlightviolations.com> or <https://secure.speedviolation.com>.

On-Line Violation Viewing and Payment Portal

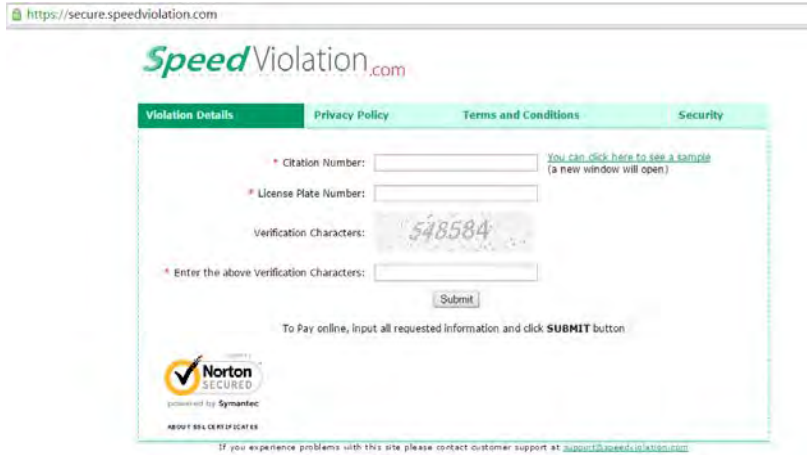
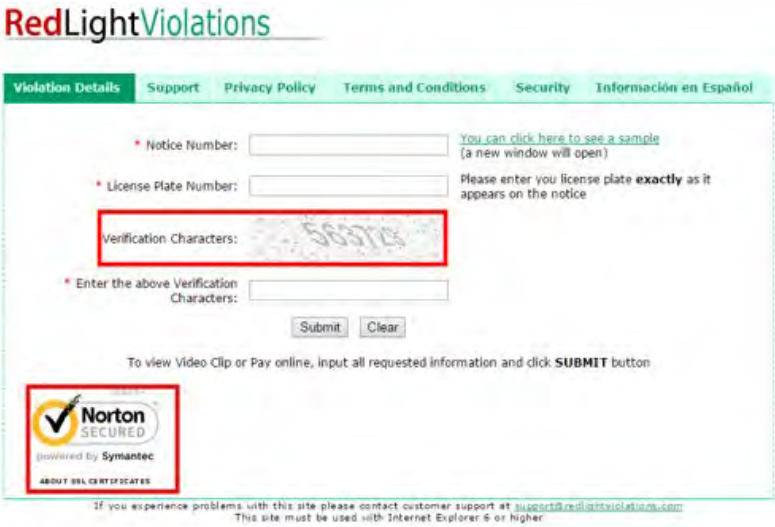
RedSpeed maintains an on-line system, available 24 hrs. per day 365 days per year, which enables citation recipients (speed or red-light violations) to not only view three high resolution scene images including the plate image but also “play” a full motion video of their violation.

All original, captured images can be viewed in a full screen enlargement mode with a single click. To ensure security, access to the individual’s violation is only available after the individual inputs their citation number, license plate number and verification characters.

RedSpeed employs multiple mechanisms to safeguard this online payment portal from hackers and other unauthorized users.

A Secure Socket Layer (SSL) URI scheme and VeriSign SSL certificate are used to encrypt and authenticate the Hypertext Transfer Protocol (HTTP) connection.

To ensure each transaction through the website is being made by a user and not an automated computer attack, a CAPTCHA test is required which requires the user to enter distorted numeric verification characters not recognizable to computers.



Once the individual has securely signed into the website, they may view all digital evidence of the violation in original format / resolution.

RedLightViolations

Violation Details | **Support** | Privacy Policy | Terms and Conditions | Security | Información en Español

Click on pictures to zoom-in (new browser window will be opened).

Violation Number: [Redacted]
 License Plate Number: [Redacted]
 License Plate State: IL
 License Plate Type: OTHER
 Vehicle Make: GMC
 Municipality: Melrose Park (V)
 Violation Location: 5TH & NORTH AVE E
 Violation Date: 09/17/16
 Violation Time: 09:24 AM
 Ordinance Number Violated: 1036 CH. 10-64
 Ordinance Number Description: DISOBEYING TRAFFIC CONTROL SIGNAL
 Duration of Red Signal Prior to Violation: 1.1
 Violation Status: Determination of Liability
 Total Amount Due:
 Respond By Date: 11/22/16

Click Here To Play Video

Please read the following before making your payment:

VIOLATION PAYMENT
 Payment of the fine and any applicable penalty operates as a final disposition of the violation. Payment will NOT impact your driving privileges OR insurance.

DISTRIBUTION OF INFORMATION
 We do not rent, sell or trade any personal information about you to third parties.

WHAT SECURITY IS PROVIDED
 We are committed to protecting the security of your personal information. Payment transactions are protected through Secure Sockets Layer (SSL) encryption, so that only appropriate personnel who have agreed to keep such information in strict confidence are able to decode your information.

Please note that most Internet browsers also offer security alerts that permit you to determine whether or not your transmission is secured.

Pay Notice Cancel

If you experience problems with this site please contact customer support at support@redlightviolations.com
 This site must be used with Internet Explorer 6 or higher

Violation Details | Privacy Policy | Terms and Conditions | Security

Click on pictures to zoom-in (new browser window will be opened).

Citation Number: [Redacted]
 License Plate Number: [Redacted]
 License Plate State: IA
 License Plate Type: PASSENGER
 Vehicle Make: FORD
 Municipality: Fort Dodge (C)
 Violation Location: 1400 Blk 20th Avenue N
 Violation Date: 02/16/15
 Violation Time: 11:51 AM
 Ordinance Number Violated: Ordinance #2138 Code Section Chapter 10-60
 Recorded Speed: 37 MPH
 Posted Speed Limit: 25 MPH
 Violation Status: 1st Notice
 Total Amount Due: \$75.00
 Respond By Date: 03/23/15

Please read the following before making your payment:

VIOLATION PAYMENT
 Payment of the fine and any applicable penalty operates as a final disposition of the violation. Payment will NOT impact your driving privileges OR insurance.

DISTRIBUTION OF INFORMATION
 We do not rent, sell or trade any personal information about you to third parties.

WHAT SECURITY IS PROVIDED
 We are committed to protecting the security of your personal information. Payment transactions are protected through Secure Sockets Layer (SSL) encryption, so that only appropriate personnel who have agreed to keep such information in strict confidence are able to decode your information.

Please note that most Internet browsers also offer security alerts that permit you to determine whether or not your transmission is secured.

Pay Notice Cancel

Should individuals require assistance at any time during this process, a **Support** tab is available on every screen enabling users to email questions directly to a Violator Support Specialist.

RedLightViolations

Violation Details | **Support** | Privacy Policy | Terms and Conditions | Security | Información en Español

Thank you for contacting customer support. In order for us to better assist you, please provide the following information:

16 digit (no letters) violation number (beginning with "170" or "200"):

**If you do not have your violation number, please enter all of the following:*

License plate number of the cited vehicle:

Registered Owner's First / Last name:

Email:

Name of Issuing Community (if available):

***Red Lights Violations**
 A red-light violation occurs when a vehicle crosses the legal violation point and proceeds through the intersection after the traffic light has turned red.
 Vehicular traffic facing any steady red signal, must remain stopped on the white line until the signal activates green. If making a right turn, "...cautiously enter the intersection to turn right... after stopping...". A stop is defined as a complete and total cessation of movement.

***Contesting a Violation**
 Detailed instructions on how to contest, submit an affidavit or request a hearing on a violation are available on the back side of the initial violation notice you received. Please call the community specific toll free number provided on your notice for additional assistance. **Please DO NOT submit Contests, Affidavits or Hearing requests below as they cannot be accepted via this website**

How may we assist you:

Verification Characters:

Submit Clear

If you experience problems with this site please contact customer support at support@redlightviolations.com
 This site must be used with Internet Explorer 6 or higher





RedLightViolations

Violation Details | Support | Privacy Policy | Terms and Conditions | Security | Información en Español

Payment Information

Violation Number: 1700500477879524
Amount Due: \$100.00
e-Payment Convenience Fee: \$3.50
Total Amount: \$103.50

Enter card information

* Card Type:    

* Card Number:

* Expiration Date:

* Security Code: [Card Identification Numbers](#) (a new windows will open)

Enter account holder information exactly as it appears on the credit card

* First Name:
Middle Initial:
* Last Name:
* Address:
* City:
* State:
* Zip:
* E-mail address:

Violators may Pay fines thru this portal using a credit or debit card.

Credit card information is used only to process transactions and is not collected or gathered for future use. All personal information obtained during the lifecycle of the violation (including images) is kept strictly confidential to protect the privacy of the vehicle's registered owner.

The credit card processing fee is paid by the individual with no fees being passed on to the Town.

This fee is displayed to the individual prior to any credit card information being input on the screen.

Upon completing the transaction, the violator will receive the email payment confirmation pictured below which should be retained for their records.



Payment Processing - Lockboxes

High levels of accounting audit control and redundancy are in place to ensure the total accuracy and timely input of incoming payments. RedSpeed maintains, for accountability and complete transparency of operation, an outside bank lockbox operation and credit card acceptance / reconciliation system. This system is a fully automated lockbox process utilizing the technology of a Total Remittance Processor in which payments are processed, applied, and reconciled daily. The bank uses a bonded courier service to pick up and deliver payments from the postal lockbox to the bank lockbox processing facility and provides on-line same-day-receipt viewing capabilities of all payment stubs and payments (money orders and checks). Cash payments are converted to a bank money order for processing purposes.

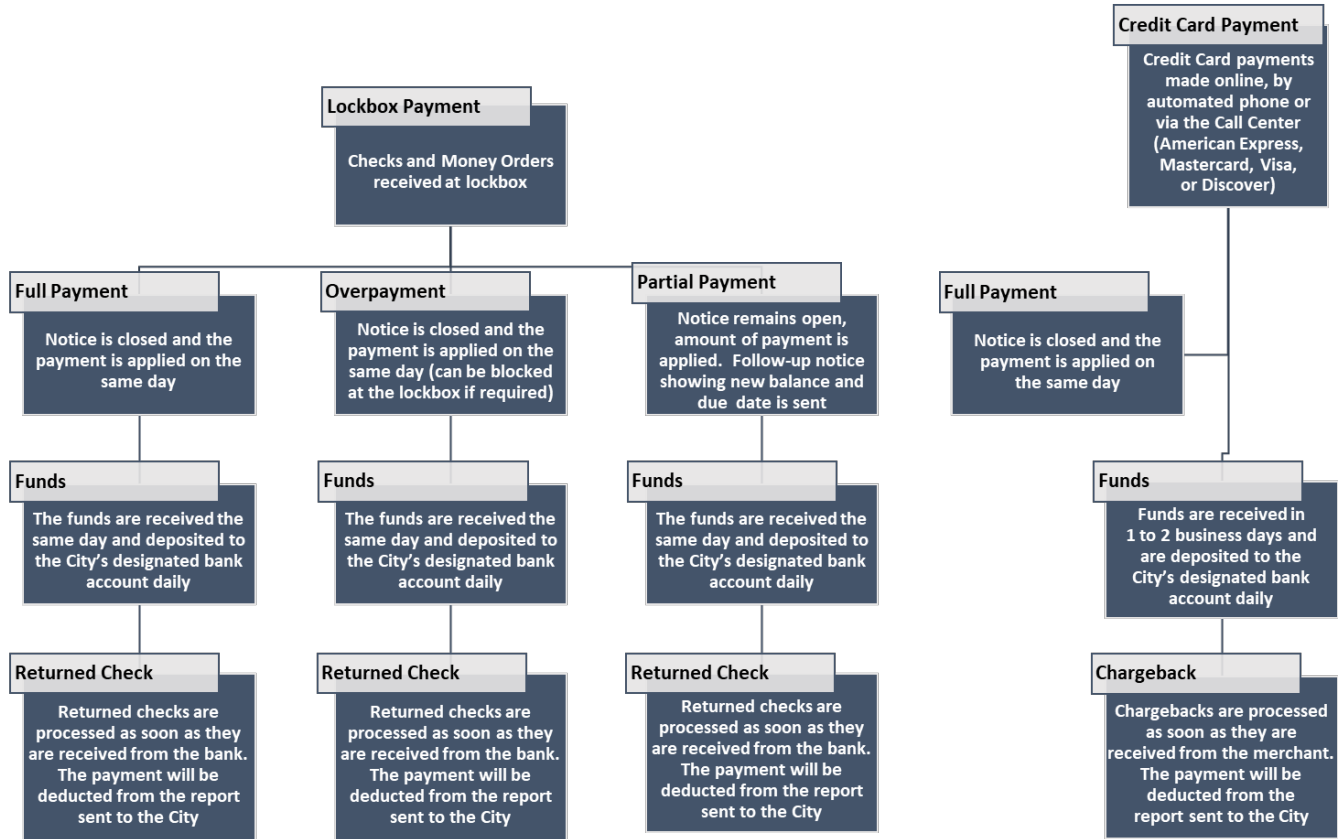
The bank lockbox verifies payments through the technology and auto-read capabilities of its processing equipment and reconciles each batch prior to the transmission of the file. A total payment file of all items received for the day is transmitted electronically to RedCheck™, where the file is reconciled again. Items such as duplicate payments, overpayments, and payments that are in a collection status are extracted and highlighted in a report which our Accounting Department uses to reconcile the day's payments. Once balanced, the payments are electronically matched against the reciprocating citations in RedCheck™. Payments are applied to the appropriate violation record using the unique citation identification number assigned to each violation at the time of capture.

RedSpeed is highly proficient in the handling of returned payments and has the technical means to research and identify the intended account and reconcile each occurrence.

- Partial payments are accepted and applied towards the balance. RedSpeed will follow the County's requirements for violator notification regarding partial payments and any fees that may be associated with a partial payment. A Partial Payment Notice is sent advising the violator of the remaining unpaid balance, including any additional fees (if applicable) assessed by the Town.
- In the event a payment is returned from the bank and uncollectible, RedSpeed will follow the County's requirements for violator notification regarding returned payments and any fees that may be associated with a returned payment. In this case an Insufficient Funds Notice is sent to the violator.
- In the event the payment received exceeds the amount owed, payment will be applied to close the citation and excess monies will be refunded directly to the violator in accordance with the County's procedures. In the event a citation has been paid in full and no monies are owed for that citation, the duplicate payment will be refunded in accordance with the County's procedures. RedSpeed will send a refund letter along with a refund check to the party who submitted the payment.
- Payments requiring additional investigation and research are handed off to the Accounting Department's research staff to locate the citation history and to resolve any issue which could include the application of unapplied payments, returned/insufficient fund check items, notes to the citation record, a personal phone call to the violator, sending a letter of correspondence, correcting incorrect information in RedCheck™, etc.

Situations such as the handling of payments without identifying violation numbers; payments received that were intended for another municipality; partial payments, overpayments, and double payments; the retention of stub and check copies; insufficient funds and closed account conditions; charge backs; and the transfer and support required of unpaid violations to a collection agency can be time-intensive and expensive to a municipality.

RedSpeed finance personnel conduct daily reconciliations of all Check, Money order and Credit Card payments received thru the Decatur Illinois based lockbox. Modifications can be implemented based upon the County's guidelines and preferences.




HEARING SUPPORT

RedSpeed will provide the Town with a turn-key adjudication system to include (2) lap-top computers plus all hardware and software required to review and process cases. Violators requesting In-person Court appearances are scheduled and sent Notices to Appear detailing the date, time, and location of the proceedings.

Per the District Court’s requirements, individual violator evidence packages are prepared and include:

- Individual violation disposition docket,
- Color copy of the 1st notice showing all digital images of the violation.
- Any correspondence received from either the Violator or the Court (in the case of continuances or rescheduling authorizations).
- Clerk of the Court and Public dockets displaying all cases set for the hearing date.

These evidence packages are scanned, with a download link emailed to the authorized Town and Court representatives, as well as RedSpeed’s designated Project Director. Copies of Daily and Annual Calibration certificates are provided by the Project Director, who will attend all Court proceedings.



DISTRICT COURT OF MARYLAND
District Number 5

SPEED MONITORING VIOLATION DISPOSITION DOCKET

§ 21-809 School Zone Montgomery County - Residential District
 Anne Arundel County - Maryland Route 175 (Jesseup Road) Prince George's County - Maryland Route 210 (Indian Head Highway)
 Baltimore Interstate 83 Prince George's County - Residential District

COURT LOCATION: 4990 Rhode Island Avenue, Hyattsville, MD 20781 DATE: September 15, 2021

REPRESENTATIVE AGENCY: City of District Heights Police Department COURTROOM: 6

TIME: 11:00 A.M.

VIOLATION INFORMATION

DEFENDANT: [REDACTED]

CITATION NUMBER: [REDACTED] LOCATION: NB Silver Hill Road @ Scott Key - Atwood

CHARGE: § 21-809 School Zone Speed Violation

ISSUE DATE: 7/23/2021

VIOLATION DATE: 7/21/2021

TAG NUMBER: [REDACTED]

DISPOSITION INFORMATION

POSTPONED DEF STATE COURT
 AGENCY AVAILABILITY OTHER

FAIL TO APPEAR


PLEA: GUILTY NOT GUILTY NC

DISPOSITION:
 GUILTY NOT GUILTY

FINE:
 \$ _____ (Up To \$40)

COSTS:
 \$22.50 COSTS WAIVED DUE TO INDIGENCY OF DEF

JUDGE _____ ID # _____
 DATE: 9/15/2021




DISTRICT COURT OF MARYLAND
District Number 5

Judge: _____
 Clerk: _____
 Court Use Only

SPEED MONITORING VIOLATION COURT DOCKET
DISTRICT HEIGHTS
CASES TO BE HEARD
DATE: Wednesday, July 21, 2021 11:00AM
COURTROOM: #6

	NAME	VIOLATION NUMBER	KEYPOINTS (Optional)	DISPOSITION	FINE	COST	TOTAL PAID
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							




DISTRICT COURT OF MARYLAND
District Number 5

SPEED MONITORING VIOLATION COURT DOCKET
DISTRICT HEIGHTS
DATE: Wednesday, July 21, 2021 11:00 AM
COURTROOM: #6

	NAME	VIOLATION NUMBER
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		

In the case of violations which the Town has approved and later wishes to dismiss (such as Authorized Emergency Vehicles) all that is needed is an email advising of the request sent to the Project Director. The violation is then placed in Wait for Submission to Court for Dismissal status, and the same evidence package described above is prepared once the violations are submitted to Court.


 Easton Police Department
 Automated Traffic Enforcement Unit
 106 West Dover Street
 Easton, MD 21601
 (410) 822-1111

SUMMARY OF CITATIONS TO BE DISMISSED SENT TO DISTRICT COURT


Date Sent: 5/24/2021 Date Received: _____

FOR USE BY AGENCY		FOR USE BY DISTRICT COURT	
Citations Submitted	=	Citations Received	=
Speed Citations (§21-609)	=	Speed Citations (§21-609)	=
Work Zone Speed Citations (§21-810)	=	Work Zone Speed Citations (§21-810)	=
Red Light Citations	=	Red Light Citations	=
Police Citations	=	Police Citations	=
School Bus Citations	=	School Bus Citations	=
Electronic Toll Citations	=	Electronic Toll Citations	=
Total	=	Total	=

Verified by: _____

The following is a list of citation numbers that are being sent (or please see attached list).

1806700625535386 1806700626442787
Officer Discretion Officer Discretion


 DISTRICT COURT OF MARYLAND
 District Number 2

SPEED MONITORING VIOLATION DISPOSITION DOCKET
 § 21-809 School Zone Residential (Montgomery Co. Only)

COURT LOCATION: 108 W. Dover Street, Easton, MD 21601 DATE: _____
 REPRESENTATIVE AGENCY: Easton Police Department COURTROOM: _____
 TIME: _____

VIOLATION INFORMATION

DEFENDANT: _____
 CITATION NUMBER: _____ LOCATION: EB Goldsborough St @ Easton Country School
 CHARGE: § 21-809 School Zone Speed Violation
 ISSUE DATE: 3/23/2021
 VIOLATION DATE: 3/19/2021
 TAG NUMBER: _____

DISPOSITION INFORMATION

POSTPONED DEF STATE COURT
 FAIL TO APPEAR AGENCY AVAILABILITY OTHER

PLEA: GUILTY NOT GUILTY NC

DISPOSITION: GUILTY NOT GUILTY DISMISSED

FINE: \$ _____ (Up To \$40)

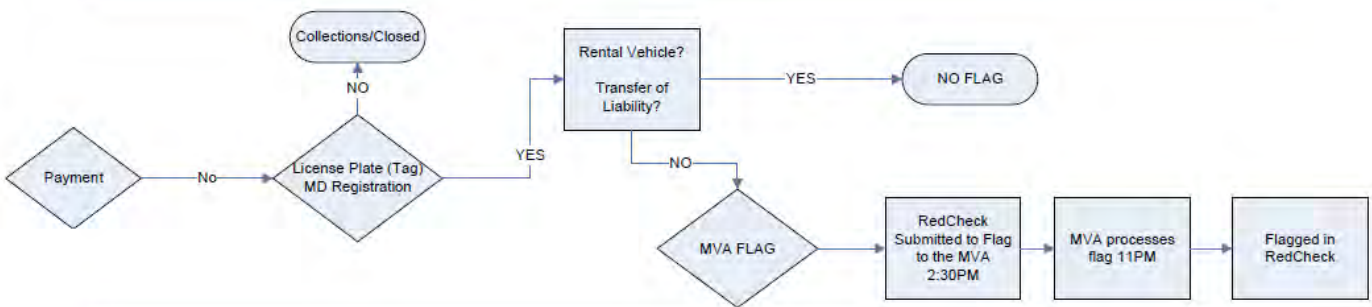
COSTS: \$22.50 COSTS WAIVED DUE TO INDIGENCY OF DEF

JUDGE: _____ ID #: _____
 DATE: _____

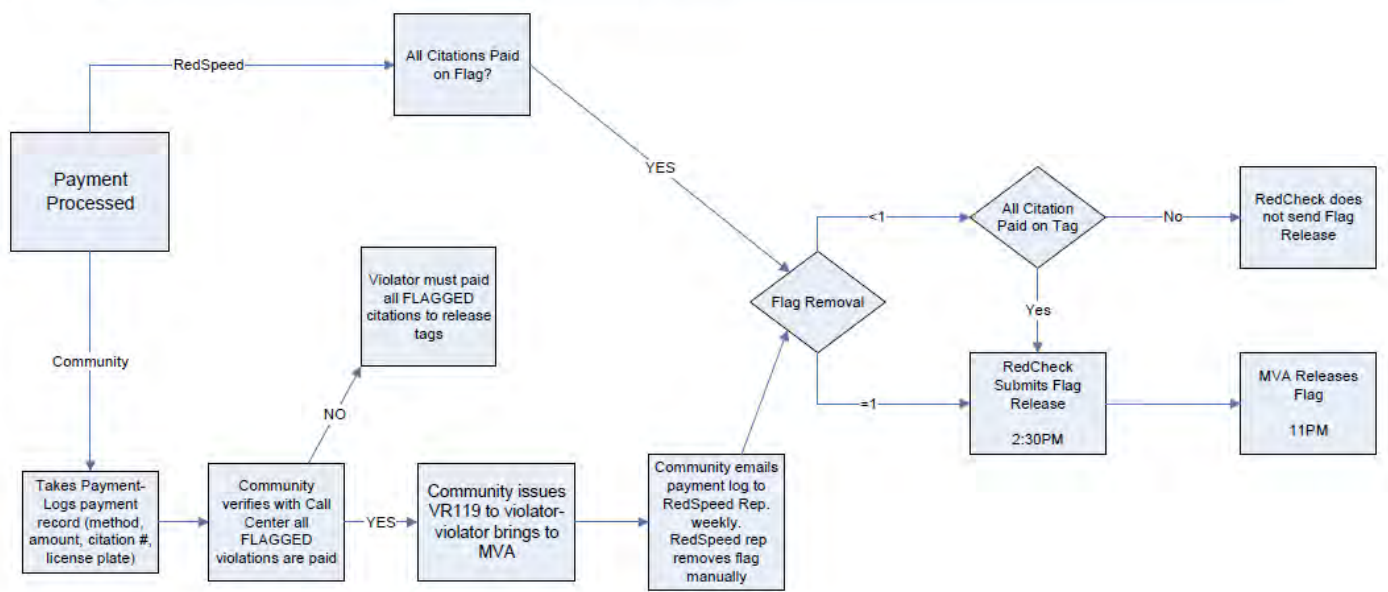
Responsible for Associated Hearing Costs

RedSpeed assumes responsibility for providing all relevant digital evidence relevant to school zone speed and red-light violations issued by the program for presentation at in-person hearings. RedSpeed also agrees to provide, upon request with advance notice, a representative capable of providing expert testimony on the theory, operation, and functional capabilities of the camera system at no cost to the Town. Upon request, RedSpeed shall also work with Town-identified individuals to educate them on all facets of the system, preparing them to provide expert testimony if necessary.

MVA FLAGGING



Flag Removal



Collection Strategy

As indicated in the letter of intent below, RedSpeed has partnered with the law firm of Linebarger Goggan Blake and Sampson, LLP to provide professional collection services for any unpaid photo enforcement violations issued by the Town. Monthly files detailing the delinquent accounts which are eligible for collection action will be forwarded by RedSpeed to Linebarger, who will pursue collection efforts.

LINEBARGER GOGGAN BLAIR & SAMPSON, LLP
ATTORNEYS AT LAW
1600 John F. Kennedy Blvd
4 Penn Center, Suite 910
Philadelphia, PA 19103

Main: 215.790.1117

*Email: mark.harris@lgbs.com
Direct: 267.386.3185*

Re: Proposal for Professional Collections Services

To Whom It May Concern:

Linebarger Goggan Blair & Sampson, LLP is pleased to submit this proposal to you to be considered as your provider of professional collection services of your delinquent municipal receivables. Since the Firm's founding in 1976, Linebarger has combined the disciplines of law, collections, accounting, and technology to achieve unprecedented results in the collection of delinquent property taxes, fees & fines and other government receivables for our municipal government clients. Our Firm has routinely provided customized collection programs to numerous cities, counties and school districts throughout the nation for over 45 years.

We have partnered with RedSpeed in this endeavor, with whom our Firm shares core values of efficient customer service, cost effectiveness and consistency. By partnering with RedSpeed, we feel that we will be able to deliver a collection program that exceeds all of your requirements, objectives and expectations.

Unlike collection agencies, we perform all work in-house. We utilize our own collectors, researchers, skip tracers, legal and IT personnel who will remain available during normal business hours to resolve issues that may arise throughout the contract period. Accordingly, our collection program will not result in surprise expenses or "farming out" of work to third parties, which increase costs. We will agree to be compensated at a rate of 20% of the principal amount per account referred to us on non-litigation related accounts. Should you require litigation on any account type, a fee would need to be negotiated based upon the account type, work and hours needed. The added benefit to you as the client is, we do not get paid until an account is collected on non-litigation related accounts.

Upon request, I can provide samples of our collection notices that have been approved by our Firm's Legal Standards Committee. Notices can be drafted based upon your requirements in conformance with Maryland's collection law and statutes.

As a capital partner of the Firm who is licensed by the State Bar of Maryland, I would supervise all significant operations of this engagement. I will serve as the principal contact person on behalf of the Firm for the performance under the contract. We welcome the opportunity to partner with you to provide a best-in-class collection program. Thank you for your time and consideration.

Respectfully submitted

Mark S. Harris, Esq.
Philadelphia Managing Partner

Sample generic collection notices are provided on the following pages. Each letter series includes a statement page that contains identifying citation and offender information along with the total fine amount due. These samples are not state specific but would be edited to the County's requirements.

In Linebarger's experience clients utilize a more generic 1st notification letter to advise debtors of the outstanding citation(s). Subsequent letters increase in demand and can include remedies the client is willing to seek, such as license suspension or the issuance of arrest warrants.

Depending upon the County's local municipal ordinance, Linebarger would edit the notices to encompass and requested language and all would be approved by both the Town and Linebarger's Legal Standards Committee prior to mailing.

F&F Texts Generic, TX - Muni/Non-JP No-Plg 1
TXClnwinn
GENERIC_MUN_E_0_1
5 JAN 2017 - LSC
Last cleared 21 DEC 2017

Linebarger Goggan Blair & Sampson, LLP

ATTORNEYS AT LAW
900 Aron Parkway, Suite 104
San Antonio, TX 78216
1(866) 234-9790 Toll-Free
(210) 495-0911 Fax
MONTH/DAY/YEAR

87654321

JOHN DOE
123 HOME STREET
CITY, STATE ZIP

Driver's License #: STATE & #
Citation #: ALPHA/NUMERIC
999 Citation(s) Totaling \$1,000.00

IMPORTANT NOTICE

Dear JOHN DOE:

Our law firm has been hired to represent the Client Name Municipal Court in the collection and disposition of the above-listed matter. Court records indicate there is an outstanding case(s) pending against you.

Please complete the detachable reply form at the bottom of this letter and return it, along with your payment in the amount of \$1,000.00, within 10 days. Payment must be in the form of a cashier's check or money order. Cash accepted in person at the Court. Partial payments are not accepted. Personal checks are not accepted. To pay by credit card, please call 1(xxx) xxx-xxxx or log on to <http://www.lgbswebpayments.com> and use Client Code CODE and Online Payment Number 87654321.

Failure to respond as requested will result in our recommending to our client that it enforce the collection of this obligation. Please be advised that IF an arrest warrant has been issued in your case, you may be arrested at any time by any peace officer.

Unless a final judgment of conviction has been entered in your case, you have the right to enter a plea or go to trial on any offense charged. To exercise such right, please contact the CLIENT NAME MUNICIPAL COURT.

We urge you to contact the Court if you are unable to pay the amount owed without undue hardship to yourself or your dependents. You may request a hearing before a Judge to consider your ability to pay and request any non-monetary compliance options available to you. You should be prepared to explain and document your financial situation to the Court.

If you have made payment or entered a plea within the last 10 days, please disregard this notice. Also be advised that juveniles who are sixteen years of age and under, and who wish to appear in court, must do so in person and be accompanied by a parent or guardian. If you are now a debtor in bankruptcy, or if you have been discharged from debts through a bankruptcy proceeding, then within 30 days of receipt of this letter, please provide us at the address at the top of this letter, in writing, the case number and the name of the court in which your bankruptcy case was filed.

It is very important that you give this matter your immediate attention. Our toll-free telephone number is 1(866) 234-9790. Our office hours are Monday through Thursday, 7:00 a.m. to 9:00 p.m., Friday, 7:00 a.m. to 5:00 p.m., and Saturday, 8:00 a.m. to noon.

Sincerely,

Linebarger Goggan Blair & Sampson, LLP

PLEASE DETACH THE REPLY FORM AND RETURN IN THE ENVELOPE PROVIDED

Linebarger Goggan Blair & Sampson, LLP
PO BOX 659443
SAN ANTONIO TX 78265-9443

3x9 BAR CODE - if remit
is PO Box 702118

QR code
if
requested

Driver's License #: STATE AND #
Citation #: ALPHA / NUMERIC
999 Citation(s) Totaling \$1,000.00
Amount Due: \$1,000.00 as of MONTH/DAY/YEAR

Payment should be in the form of a cashier's check or money order made payable to: CLIENT NAME MUNICIPAL COURT
Cash accepted in person at the Court.
Partial payments will not be accepted.
Personal checks will not be accepted.
To pay by credit card, please call 1(xxx) xxx-xxxx or log on to <http://www.lgbswebpayments.com> and use Client Code CODE and Online Payment Number 87654321.

*If remitting to LGBS: requires EFT message

JOHN DOE
123 HOME STREET
CITY, STATE ZIP
IMB

REMIT NAME MUNICIPAL COURT
REMIT NAME LN2:
REMIT ADDRESS
CITY, STATE ZIP

F&F Texas Generic, TX - Multi/Non-JP No-Plg 2
TXClnvnm
GENERIC_M_N_E_0_2
5 JAN 2017 - LSC
Last cleared 21 DEC 2017

Linebarger Goggan Blair & Sampson, LLP

ATTORNEYS AT LAW
900 Arion Parkway, Suite 104
San Antonio, TX 78216
1(866) 234-9790 Toll-Free
(210) 495-0911 Fax
MONTH/DAY/YEAR

87654321

JOHN DOE
123 HOME STREET
CITY, STATE ZIP

Driver's License #: STATE & #
Citation #: ALPHA/NUMERIC
999 Citation(s) Totaling \$1,000.00

WARNING

Dear JOHN DOE:

Our law firm has been hired to represent the Client Name **Municipal Court** in the collection and disposition of the above-listed matter, Court records indicate there is an outstanding case(s) pending against you.

You have failed to respond to our previous correspondence. To avoid possible additional action by the Court, please complete the detachable reply form at the bottom of this letter and return it, along with your payment in the amount of \$1,000.00, within 5 days. Payment must be in the form of a cashier's check or money order. Cash accepted in person at the Court. Partial payments are not accepted. Personal checks are not accepted. To pay by credit card, please call 1(xxx) xxx-xxxx or log on to <http://www.lgbswebpayments.com> and use Client Code **CODE** and Online Payment Number **87654321**.

A warrant for your arrest may have been issued by the Court. IF a warrant has been issued, you may be arrested at any time by any peace officer.

Unless a final judgment of conviction has been entered in your case, you have the right to enter a plea or go to trial on any offense charged. To exercise such right, please contact the **CLIENT NAME MUNICIPAL COURT**.

We urge you to contact the Court if you are unable to pay the amount owed without undue hardship to yourself or your dependents. You may request a hearing before a Judge to consider your ability to pay and request any non-monetary compliance options available to you. You should be prepared to explain and document your financial situation to the Court.

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Driver's License #: STATE AND #
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*If remitting to LGBS: requires EFT message

JOHN DOE
123 HOME STREET
CITY, STATE ZIP
IMB

REMIT NAME **MUNICIPAL COURT**
REMIT NAME LN2?
REMIT ADDRESS
CITY STATE ZIP



Statistical Analysis & Reporting Systems

Town of Bladensburg, MD
Automated Enforcement Program. RFQ-FY 2024-004



Statistical Analysis and Reporting Systems

The RedCheck™ Violation Processing and Document Management System includes numerous pre-configured reports to provide municipal clients with detailed statistics pertaining to all aspects of their photo enforcement program. These reports have been designed based upon requests from existing clients and can certainly be customized to meet any specific requirements of the Town. All reports are accessible online by authorized municipal users at any time.

Location Performance by Lane

SARASOTA

Location Performance Summary Report By Lane

Date: 08/01/2021 - 08/31/2021

Location	A Violation Events	B (C+D+E) Violation Event Rejections	C Non- Violations	D Non- Controllable Rejections	E Controllable Rejections	F Violation Events Still in Workflow	G (A-B-F) Citations Issued	H (G/(G+E)) Issuance Rate	I (B/A) Rejection Percentage	J (E/A) Controllable Rejection Percentage
Bahia Vista St @ S Tuttle Ave EB										
Lane 1	142	55	48	7	0	67	20	100.00%	38.73%	0.00%
Lane 4	1117	1015	940	75	0	102	0	0.00%	90.87%	0.00%
Lane 3	47	27	26	1	0	14	6	100.00%	57.45%	0.00%
Lane 2	83	64	60	4	0	15	4	100.00%	77.11%	0.00%
	1389	1161	1074	87	0	198	30	100.00%	83.59%	0.00%
Bee Ridge Rd @ Tamiami Trail WB										
Lane 2	197	157	157	0	0	39	1	100.00%	79.70%	0.00%
Lane 3	39	30	29	1	0	4	5	100.00%	76.92%	0.00%
Lane 1	78	39	38	1	0	30	9	100.00%	50.00%	0.00%
Lane 4	4524	3960	3660	300	0	535	16	100.00%	87.53%	0.00%
	4838	4186	3884	302	0	608	31	100.00%	86.52%	0.00%
Beneva Rd @ Fruitville Rd SB										
Lane 4	394	341	320	21	0	49	3	100.00%	86.55%	0.00%
Lane 2	277	137	128	9	0	100	40	100.00%	49.46%	0.00%
Lane 3	61	25	23	2	0	23	13	100.00%	40.98%	0.00%
Lane 1	64	19	19	0	0	38	7	100.00%	29.69%	0.00%
	796	522	490	32	0	210	63	100.00%	65.58%	0.00%

Violation Status by Location

RedSpeed® Florida,LLC

VIOLATION STATUS BY LOCATION (based on violation date)

Date: 08/01/2018 - 08/31/2018

LOCATION	WORKING VIOLATIONS	POLICE REVIEW QUEUE	DISMISSED	NOV	PAID	ADMIN. HEARING	FINAL ADMIN ORDER	REGISTRATION HOLD	UTC ELIGIBLE	UTC
Tuttle Ave & Bahia Vista St S/B	82		503	65	32	1			1	
Bahia Vista St & S Tuttle Ave E/B	52		157	44	22				1	
Tuttle Ave & Bahia Vista St N/B	90		270	84	38	1				
Beneva Rd & Fruitville Rd S/B	49		178	42	18				1	
Tuttle Ave & Fruitville Rd S/B	403		421	342	188	4	2		6	
Fruitville Rd & N Tuttle Ave W/B	174		810	117	68					
Lockwood Ridge Rd & Fruitville S/B	110		1139	59	29				3	
Fruitville & N Lockwood Ridge W/B	7		73	6	1				1	
Fruitville & N Lockwood Ridge E/B	58		132	52	30				1	
Tamiami Trail & University Pkwy N/B	169		1181	34	10				1	
Tamiami Trail & University Pkwy S/B	166		321	143	57				4	
Tamiami Trail & Bee Ridge Rd N/B	70		231	62	34	1			1	
Tamiami Trail & Bee Ridge Rd S/B	361		449	300	175	2			3	
Bee Ridge Rd & Tamiami Trail W/B	29		118	28	18					
Tamiami Trail & Bahia Vista St N/B	79		262	74	32				1	
Tamiami Trail & Bahia Vista St S/B	137		262	124	64				3	
Washington Blvd & Fruitville Rd N/B	189		374	151	73				2	
Fruitville & N Washington Blvd E/B	205		588	177	93	2	1		5	
Washington Blvd & 17th St S/B	139		1281	34	14					
Tamiami Trail & Siesta Dr N/B	248		2191	48	17				1	
2817			10941	1986	1013	11	3		35	

Payment by Camera Location

RedSpeed® Florida,LLC

2099 Adams Ln
Sarasota, FL 34237

Payment By Camera Location

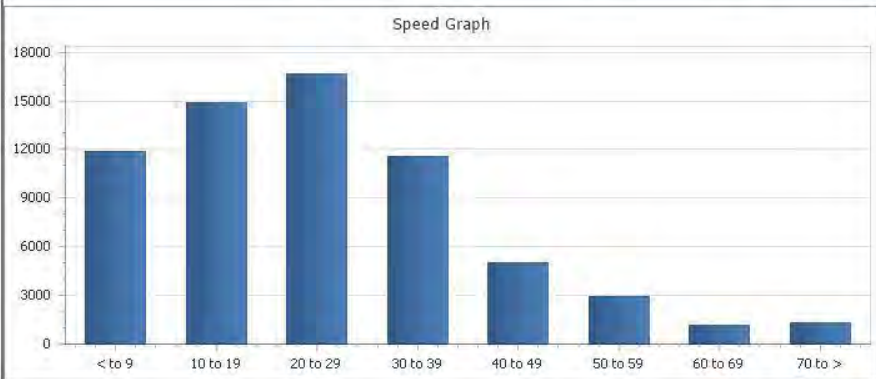
Submission Criteria				Sort by: LOCATION		In Collections: ALL		
From Date: 08/01/2018		To Date: 08/31/2018		Violation Type: ALL		Payment Status: All Payments		
Transaction Date	Status	User Id	Payment Channel	Payment Type	Terminal Number	Notice Number	Applied Date	Applied Amount
08/30/2018	Applied	SYSTEM	Lockbox	Paper Check	1371000002017	2010200002039168	08/30/2018	\$158.00
08/30/2018	Applied	SYSTEM	Lockbox	Paper Check	1371000002017	2010200002707294	08/30/2018	\$158.00
08/31/2018	Applied	SYSTEM	Web	Credit Card	Q38058-35	2010200002779947	08/31/2018	\$158.00
08/31/2018	Applied	SYSTEM	Web	Credit Card	Q38058-35	2010200002208225	08/31/2018	\$158.00
08/31/2018	Applied	SYSTEM	Web	Credit Card	Q38058-35	2010200001982826	08/31/2018	\$158.00
Washington Blvd & Fruitville Rd N/B				128				\$20224.00
Total Transactions:				966			Total Amount:	\$152593.27

Traffic Count and Speed Analysis

Tuttle Ave & Bahia Vista St S/B

Information	Live Camera View	Monthly Maintenance Log	Speed Report	Traffic Count Report	Support	Settings
Posted Speed Limit (mph):	0	Date Range				
Amber Phase Time (seconds):	4	6/8/2018	...	6/15/2018		
Average Vehicle Speed (mph):	24.8	Apply				

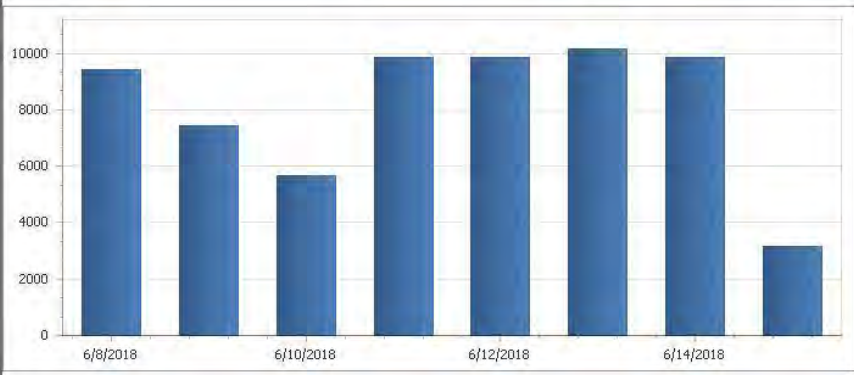
Date / Speed Range (mph)	< to 9	10 to 19	20 to 29	30 to 39	40 to 49	50 to 59	60 to 69	70 to >
6/8/2018	1,633	2,156	2,540	1,724	678	412	76	198
6/9/2018	1,611	1,800	1,572	1,205	609	281	159	210
6/10/2018	1,312	1,243	1,054	744	663	512	60	64
6/11/2018	1,698	2,182	3,006	1,453	848	340	156	189
6/12/2018	1,726	2,306	2,229	2,241	464	365	256	254
6/13/2018	1,628	2,207	2,434	2,570	358	500	245	231
6/14/2018	1,738	2,147	3,003	1,240	960	491	209	81
6/15/2018	520	818	849	363	469	32	16	87
Total	11,866	14,859	16,687	11,540	5,049	2,933	1,177	1,314



Tuttle Ave & Bahia Vista St S/B

Information	Live Camera View	Monthly Maintenance Log	Speed Report	Traffic Count Report	Support	Settings
Average Daily Traffic Count by Lane (#):	2725	Date Range				
Total Traffic Count (#):	65425	6/8/2018	...	6/15/2018	Apply	

Date	Lane 1	Lane 2	Lane 3	Lane 4	Total
6/8/2018	1,280	4,723	3,414		9,417
6/9/2018	965	3,650	2,832		7,447
6/10/2018	765	2,706	2,181		5,652
6/11/2018	1,379	5,086	3,407		9,872
6/12/2018	1,297	5,040	3,504		9,841
6/13/2018	1,382	5,361	3,430		10,173
6/14/2018	1,393	4,907	3,569		9,869
6/15/2018	367	1,704	1,083		3,154
Total	8,828	33,177	23,420	0	65,425



Officer Approval Report

RedSpeed® Florida,LLC

CORAL GABLES
2801 Salredo St
Coral Gables, FL 33134

Officer Approval Report

Submission Criteria		
From Action Date: 08/01/2018	To Action Date: 08/31/2018	Violation Type: ALL VIOLATION TYPES

Officer	Violations Reviewed # of Violations	Violations Approved # of Accepted	Violations Rejected # of Rejected	% Approved
	0	0	0	0.000
	0	0	0	0.000
	0	0	0	0.000
	0	0	0	0.000
	0	0	0	0.000
	0	0	0	0.000
	0	0	0	0.000
	0	0	0	0.000
	984	694	290	70.528
	0	0	0	0.000
	0	0	0	0.000
	0	0	0	0.000
	1	0	1	0.000
	0	0	0	0.000
Totals:	985	694	291	70.457

Rejection Factors	Count
ADMINISTRATIVE DECISION	26
DMV - NO MATCHES OR RECORDS	6
SLOW ROLL - RIGHT TURN	258

Review Overpayments and Underpayments

RedSpeed® Florida,LLC

2099 Adams Ln
Sarasota, FL 34237

Review Overpayments and Underpayments

Submission Criteria			
From Date: 04/01/2019	To Date: 04/07/2019	Violation Type: ALL	In Collections: ALL Payment Status: All Payments

Overpayment									
Payment Date	Payment Channel	Payment Type	Terminal Number	Notice Number	Applied Date	Balance Before Payment	Received Amount	Return	Payment Received on Status
04/01/2019	Lockbox	Paper Check	1371000002017	2010200002977509	04/01/2019	-\$265.00	\$158.00	\$423.00	Uniform Traffic Citation
04/01/2019	Lockbox	Paper Check	1371000002017	2010200003605099	04/01/2019	\$0.00	\$158.00	\$158.00	Uniform Traffic Citation
04/01/2019	Lockbox	Paper Check	1371000002017	2010200005075406	04/01/2019	\$158.00	\$159.00	\$1.00	Notice Of Violation

Payment Detail Report

RedSpeed® Florida, LLC

Firm Date: 10/31/2018 To Date: 10/31/2018

Client	Notice Number	Name	Violation Date	Trans Date	Payment Method	Payment Type	Disposit Date	Payment Amount	Service Fee	Payment Status	General Revenue Fund	Health Administration Fund	Brain and Spinal Fund	Location Code	Location Intersection	Payment Bank ID	Payment Applied to Fine	Payment Applied to Fee	Escrow
Florida, Sarasota	2010200002952893		07/27/2018	10/01/2018	Web	Credit Card	10/01/2018	\$158.00	\$7.90	Applied	\$70.00	\$10.00	\$3.00	RSFL0018	Tamiami Trail & Ben Ridge Rd S/B		\$158.00	\$0.00	\$0.00
Florida, Sarasota	2010200002711118		06/08/2018	10/01/2018	Web	Credit Card	10/01/2018	\$158.00	\$7.90	Applied	\$70.00	\$10.00	\$3.00	RSFL0023	Fruitville & N Washington Blvd E/B		\$158.00	\$0.00	\$0.00
Florida, Sarasota	2010200003129782		09/12/2018	10/01/2018	Web	Credit Card	10/01/2018	\$158.00	\$7.90	Applied	\$70.00	\$10.00	\$3.00	RSFL0005	Tuttle Ave & Bahia Vista St S/B		\$158.00	\$0.00	\$0.00
Florida, Sarasota	2010200002544672		07/26/2018	10/01/2018	Web	Credit Card	10/01/2018	\$158.00	\$7.90	Applied	\$70.00	\$10.00	\$3.00	RSFL0010	Tuttle Ave & Fruitville Rd S/B		\$158.00	\$0.00	\$0.00
Florida, Sarasota	2010200002585498		07/26/2018	10/01/2018	Web	Credit Card	10/01/2018	\$158.00	\$7.90	Applied	\$70.00	\$10.00	\$3.00	RSFL0018	Tamiami Trail & University Pkwy S/B		\$158.00	\$0.00	\$0.00
Florida, Sarasota	2010200002531185		07/04/2018	10/01/2018	Web	Credit Card	10/01/2018	\$158.00	\$7.90	Applied	\$70.00	\$10.00	\$3.00	RSFL0018	Tamiami Trail & University Pkwy S/B		\$158.00	\$0.00	\$0.00
Florida, Sarasota	2010200002553359		07/27/2018	10/01/2018	Web	Credit Card	10/01/2018	\$158.00	\$7.90	Applied	\$70.00	\$10.00	\$3.00	RSFL0020	Tamiami Trail & Bahia Vista St N/B		\$158.00	\$0.00	\$0.00
Florida, Sarasota	2010200002590602		07/09/2018	10/01/2018	Web	Credit Card	10/01/2018	\$158.00	\$7.90	Applied	\$70.00	\$10.00	\$3.00	RSFL0023	Fruitville & N Washington Blvd E/B		\$158.00	\$0.00	\$0.00
Florida, Sarasota	2010200002978321		08/30/2018	10/01/2018	Web	Credit Card	10/01/2018	\$158.00	\$7.90	Applied	\$70.00	\$10.00	\$3.00	RSFL0018	Tuttle Ave & Fruitville Rd S/B		\$158.00	\$0.00	\$0.00
Florida, Sarasota	2010200002652420		08/20/2018	10/01/2018	Web	Credit Card	10/01/2018	\$158.00	\$7.90	Applied	\$70.00	\$10.00	\$3.00	RSFL0021	Tamiami Trail & Bahia Vista St S/B		\$158.00	\$0.00	\$0.00
Florida, Sarasota	2010200002585872		07/27/2018	10/01/2018	Web	Credit Card	10/01/2018	\$158.00	\$7.90	Applied	\$70.00	\$10.00	\$3.00	RSFL0021	Tamiami Trail & Bahia Vista St S/B		\$158.00	\$0.00	\$0.00
Florida, Sarasota	2010200003134883		09/12/2018	10/01/2018	Web	Credit Card	10/01/2018	\$158.00	\$7.90	Applied	\$70.00	\$10.00	\$3.00	RSFL0010	Tuttle Ave & Fruitville Rd S/B		\$158.00	\$0.00	\$0.00
Florida, Sarasota	2010200002383482		07/13/2018	10/01/2018	Web	Credit Card	10/01/2018	\$158.00	\$7.90	Applied	\$70.00	\$10.00	\$3.00	RSFL0014	Fruitville & N Lakewood Ridge E/B		\$158.00	\$0.00	\$0.00
Florida, Sarasota	2010200002869288		08/23/2018	10/01/2018	Web	Credit Card	10/01/2018	\$158.00	\$7.90	Applied	\$70.00	\$10.00	\$3.00	RSFL0010	Tuttle Ave & Fruitville Rd S/B		\$158.00	\$0.00	\$0.00
Florida, Sarasota	2010200002979688		08/30/2018	10/01/2018	Web	Credit Card	10/01/2018	\$158.00	\$7.90	Applied	\$70.00	\$10.00	\$3.00	RSFL0022	Washington Blvd & Fruitville Rd N/B		\$158.00	\$0.00	\$0.00
Florida, Sarasota	2010200002801814		08/18/2018	10/01/2018	Web	Credit Card	10/01/2018	\$158.00	\$7.90	Applied	\$70.00	\$10.00	\$3.00	RSFL0014	Fruitville & N Lakewood Ridge E/B		\$158.00	\$0.00	\$0.00
Florida, Sarasota	2010200002548585		07/28/2018	10/01/2018	Web	Credit Card	10/01/2018	\$158.00	\$7.90	Applied	\$70.00	\$10.00	\$3.00	RSFL0018	Ben Ridge Rd & Tamiami Trail N/B		\$158.00	\$0.00	\$0.00
Florida, Sarasota	2010200002779670		08/14/2018	10/01/2018	Web	Credit Card	10/01/2018	\$158.00	\$7.90	Applied	\$70.00	\$10.00	\$3.00	RSFL0010	Tuttle Ave & Fruitville Rd S/B		\$158.00	\$0.00	\$0.00
Florida, Sarasota	2010200002981080		08/30/2018	10/01/2018	Web	Credit Card	10/01/2018	\$158.00	\$7.90	Applied	\$70.00	\$10.00	\$3.00	RSFL0018	Tamiami Trail & Ben Ridge Rd S/B		\$158.00	\$0.00	\$0.00
Florida, Sarasota	2010200002972126		07/28/2018	10/01/2018	Web	Credit Card	10/01/2018	\$158.00	\$7.90	Applied	\$70.00	\$10.00	\$3.00	RSFL0011	Fruitville Rd & N Tuttle Ave N/B		\$158.00	\$0.00	\$0.00
Florida, Sarasota	2010200002924204		07/24/2018	10/01/2018	Web	Credit Card	10/01/2018	\$158.00	\$7.90	Applied	\$70.00	\$10.00	\$3.00	RSFL0024	Washington Blvd & 17th St S/B		\$158.00	\$0.00	\$0.00
Florida, Sarasota	2010200002586051		07/28/2018	10/01/2018	Web	Credit Card	10/01/2018	\$158.00	\$7.90	Applied	\$70.00	\$10.00	\$3.00	RSFL0028	Tamiami Trail & Santa Dr N/B		\$158.00	\$0.00	\$0.00
Florida, Sarasota	2010200002979044		07/28/2018	10/01/2018	Telephone	Credit Card	10/01/2018	\$158.00	\$7.90	Applied	\$70.00	\$10.00	\$3.00	RSFL0020	Tamiami Trail & Bahia Vista St N/B		\$158.00	\$0.00	\$0.00
Florida, Sarasota	2010200002944670		08/27/2018	10/01/2018	Web	Credit Card	10/01/2018	\$158.00	\$7.90	Applied	\$70.00	\$10.00	\$3.00	RSFL0010	Tuttle Ave & Fruitville Rd S/B		\$158.00	\$0.00	\$0.00

Escrow	\$0.00
Hearings	\$0.00
City	\$9000.00
State	\$9960.00
Total	\$18960.00

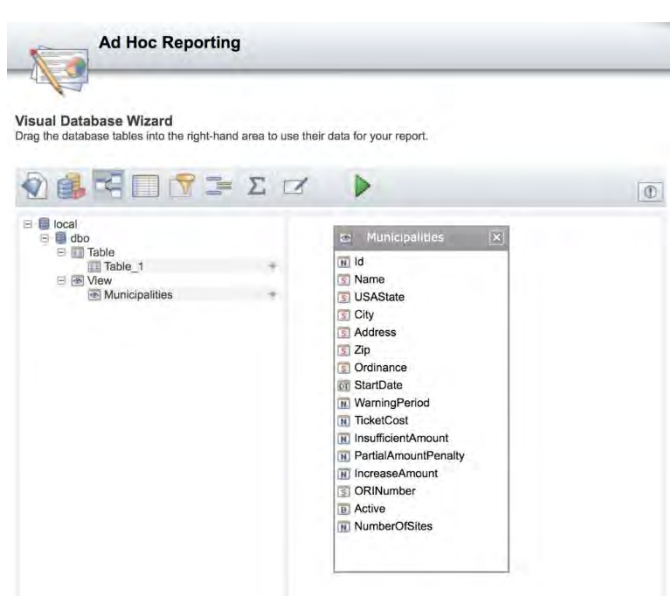
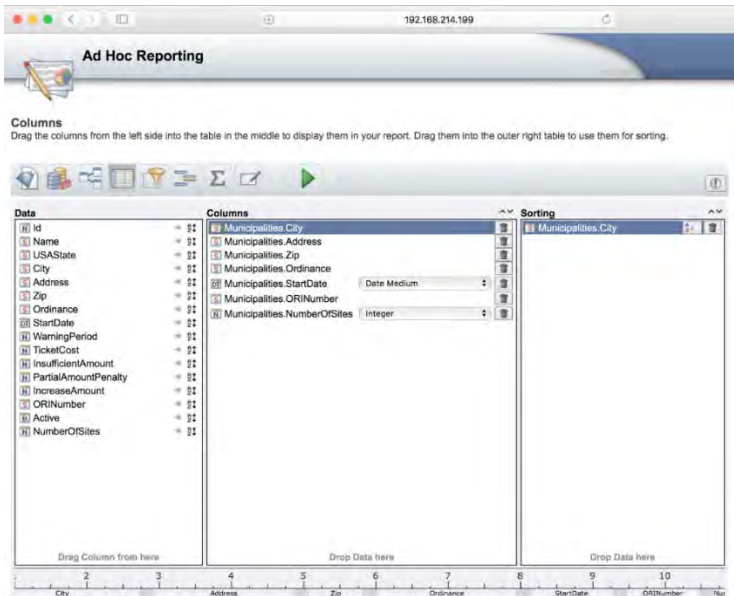
Repeat Offenders

*Information has been redacted for privacy reasons.

PlateNumber	# of times	First Time	Last Time	Owners
CR	3	2020-02-26 07:45:44.100	2020-03-03 07:48:45.643	MAYBI
GN	3	2019-07-12 11:02:50.123	2019-12-04 18:07:07.043	MARY
JEU	3	2020-02-04 04:46:50.387	2020-02-21 04:42:13.107	ERIC E'
JUC	3	2019-07-02 14:18:17.353	2019-08-22 01:09:33.550	MARTI
LUI	3	2020-02-19 15:25:57.947	2020-02-28 08:54:44.543	JACQU
ZHG	2	2019-08-31 00:54:21.430	2019-10-09 21:56:28.807	IAMIE
478	2	2020-01-21 18:58:06.530	2020-03-07 06:40:22.013	WHITN
994	2	2019-08-13 08:36:43.403	2019-09-23 08:33:44.253	MERCY
AZI	2	2019-07-16 18:10:57.837	2019-09-24 18:02:17.353	DILCIA
AZI	2	2019-08-06 08:29:16.150	2019-09-17 06:48:45.123	MARIA
AZS	2	2019-07-05 12:17:49.933	2019-10-03 10:26:16.650	MELISS
BCI	2	2019-12-12 13:33:18.510	2020-02-19 12:47:51.880	SUNRI
CBH	2	2019-07-23 08:41:17.910	2019-07-31 09:17:16.953	ODALIS
CDI	2	2019-07-09 18:34:14.743	2020-03-23 13:00:23.717	ENRIQU
CEI	2	2019-10-24 17:43:07.260	2019-11-15 17:19:07.373	FRANC

Ad Hoc Reports

The ability to generate ad hoc reports is available in addition to the pre-designed reports available thru RedSpeed’s proprietary RedCheck violation processing software. Authorized municipal users can establish data parameters, exporting the information into pre-selected chart, graph or table formats.



RedSpeed will be responsible for compiling and preparing all State and Federal mandated reports. An abridged sample from Maryland appears the below through the following pages.

**MARYLAND STATE HIGHWAY AUTHORITY
AUTOMATED SPEED ENFORCEMENT**

**July 1, 2019 – June 30, 2020
ANNUAL REPORT**

**TOWN OF
CHESTERTOWN, MD**

The Chestertown has been utilizing an Automated Speed Camera in this school zone since January 2011. This report includes data from the fiscal year July 01, 2019 - June 30, 2020.

Camera Location

- Camera site: 401 Morgnac Road
- Deployment Time: 6:00 AM - 8:00 PM Monday through Friday
- Speed Limit: 30 mph

Violation Data

	Total Violations Recorded	Total Citations Issued	Ratio of Citations Issued to Violations Recorded	Paid Citations	Taken to Trial	Overturned
2019 July	300	238	79%	297	4	1
2019 August	342	320	94%	254	0	0
2019 September	317	312	98%	289	3	2
2019 October	323	318	98%	235	0	0
2019 November	305	255	84%	260	3	2
2019 December	309	323	105%	229	0	0
2020 January	262	289	110%	280	0	0
2020 February	255	225	88%	246	0	0
2020 March	222	240	108%	213	1	0
2020 April	247	220	89%	175	0	0
2020 May	233	217	93%	184	0	0
2020 June	246	260	106%	207	0	0
TOTAL	3,381	3,217	96%	2,861	11	5

CITATION ANALYSIS DETAILS

Maryland Speed Statistics

Dates: 07/01/2019 - 06/30/2020

Chestertown (T)

EB 400 Block Morgnac Road

Violation Speed	Citations Issued	% Citations /Speed
00.0 - 41.9	0	0.00%
42.0 - 42.0	182	5.03%
42.1 - 45	1,545	48.03%
45.1 - 47.5	748	23.25%
47.6 - 50	380	11.81%
50.1 - 52.5	221	6.87%
52.6 - 55	108	3.36%
55.1 +	53	1.65%
Total	3,217	100.00%

Chestertown E/B Morgnac Rd Maintenance and Repair Logs. Table with columns: Date, Camera Location, Maintenance Code, Performed By, Notes. Includes a code legend for MCT, JFT, MCT, WFA, KQA, IC, and MWS.

Chestertown E/B Morgnac Rd Maintenance and Repair Logs. Table with columns: Date, Camera Location, Maintenance Code, Performed By, Notes. Includes a code legend for JFT, MCT, WFA, KQA, IC, and MWS.

Table with columns: Log ID, Log Date & Time, Site Code, Posted Speed, Trigger Speed, System Status, Camera ID, Site Address. Lists enforcement logs for various sites.

BEFORE AND AFTER SPEED STUDIES

Speed Detail Report - Speed Study - 2011

24 hours of speed data at site tracking all vehicles

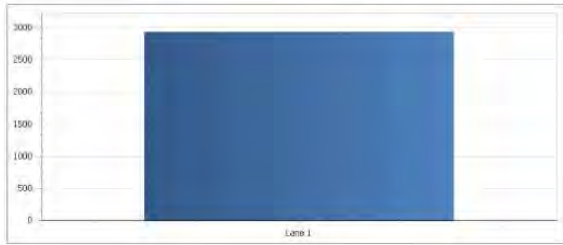
Municipality: Chestertown Location: EB 400 Block Morgnac Rd

Speed Detail Report data table. Columns include Hour, 01:00, 02:00, 03:00, 04:00, 05:00, 06:00, 07:00, 08:00, 09:00, 10:00, 11:00, 12:00, 13:00, 14:00, 15:00, 16:00, 17:00, 18:00, 19:00, 20:00, 21:00, 22:00, 23:00, 24:00. Rows show vehicle counts for various speed ranges.

Average Daily Traffic Count by Lane (ft)	2932
Total Traffic Count (ft)	2932

Date Range: 7/27/2020 - 7/27/2020 Apply

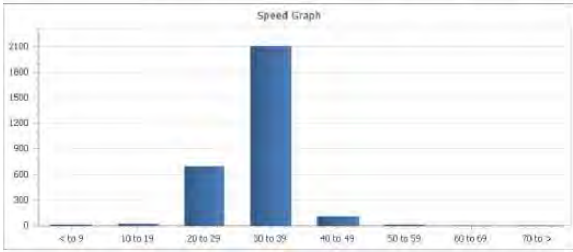
Date	Lane 1		
7/27/2020		2,932	2,932
		2,932	2,932



Posted Speed Limit (mph)	10
Anticlock Phase Time (seconds)	4
Average Vehicle Speed (mph)	32.0

Date Range: 7/27/2020 - 7/27/2020 Apply

Date / Speed Range (mph)	< to 9	10 to 19	20 to 29	30 to 39	40 to 49	50 to 59	60 to 69	70 to >
7/27/2020	6	15	690	2,099	110	10	2	0
	6	15	690	2,099	110	10	2	0



BEFORE

Morgneec Rd @ Chestertown Christian Academy	2011 Speed Study		
Morgneec Rd Eastbound	AM 557	PM 716	Daily 1,273
Peak Hour	07:00-08:00	08:00-09:00	
*Traffic study performed in 2011 from 12:00AM to 11:59PM			

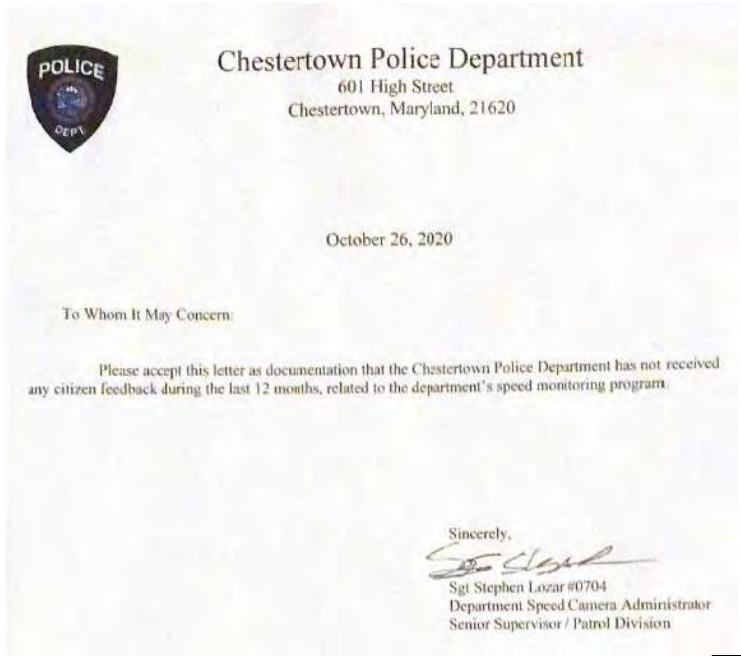
EB Morgneec Rd @ Chestertown Christian Academy	EB Morgneec Rd
Speed Limit (mph)	30
Average Speed (mph)	30
85th Percentile Speed (mph)	34
Lowest Speed (mph)	5
Highest Speed (mph)	38
Percent within Speed Limit	58.29%
Percent Exceeding Speed Limit by 1-10 mph	39.04%
by 11-20 mph	2.51%
by 21-30 mph	0.10%
above 30 mph	0.00%

AFTER

Morgneec Rd @ Chestertown Christian Academy	Monday 7/27/2020		
Morgneec Rd Eastbound	N/A	N/A	Daily 2,932
Peak Hour	N/A	N/A	
*Traffic study performed 7/27/2020 from 12:00AM to 11:59PM			

EB Morgneec Rd @ Chestertown Christian Academy	EB Morgneec Rd
Speed Limit (mph)	30
Average Speed (mph)	N/A
85th Percentile Speed (mph)	N/A
Lowest Speed (mph)	≤ 9
Highest Speed (mph)	61
Percent within Speed Limit	N/A
Percent Exceeding Speed Limit by 1-10 mph	N/A
by 11-20 mph	N/A
by 21-30 mph	0.34%
above 30 mph	0.07%

CITIZEN FEEDBACK





Date Security & Storage

Town of Bladensburg, MD

Automated Enforcement Program. RFQ-FY 2024-004



Data Security

From RedSpeed’s inception, RedCheck™ back-office system was developed to maintain the highest levels of security. RedCheck™ and the systems that support the program are hosted at a state-of-the-art DuPont facility just outside Chicago which provides 24/7/ security staff, video surveillance and dual-factor authentication via biometric and proximity scanners to limit access to only authorized users.

RedSpeed recently completely overhauled its entire infrastructure to mirror the same system security software used by the US Military, DARPA, Raytheon and NASA. A wide range of technologies, including on-prem agent software, firewalls, security certificates, all report to a centralized intuitive system that automatically identifies and remediates outbreaks and threats via SaaS threat intelligence data identification. This multi-layered approach ensures the availability and integrity of the data as well as the system itself are fully protected.

Enterprise level Next-Gen Intrusion Prevention System (NGIPS) Cisco firewalls with Cisco’s FirePOWER AMP modules scan all incoming network connections. All connections are filtered through a set of Access Control Lists (ACL’s) and allowed protocols. RedSpeed’s email system is protected by NGIPS using geofencing and Exchange 365 heuristic filters to only allow emails from the United states and anyone outside that region must be white listed. Malicious messages automatically get discarded when embedded code is detected by filters. All the NGIPS FirePOWER syslog node points (Cisco networking devices) and AMP agents report back to the latest security information and event management (SIEM) LogRhythm software. Outgoing user connections are monitored via Cisco Umbrella (formerly OpenDNS) SaaS DNS services for malicious activity and policy-based proxy filters which also report back to the SIEM for closer analysis.

The proprietary RedCheck™ and SiteOps™ web sites are protected with SSL security certificates to provide authorization and authentication services to users. All data transfers are also encrypted to prevent data snooping. Each authorized user has a unique login and a complex password comprised of a minimum of 7 characters. During log-in, all users are validated against a Kerberos secured Microsoft Active Directory database.

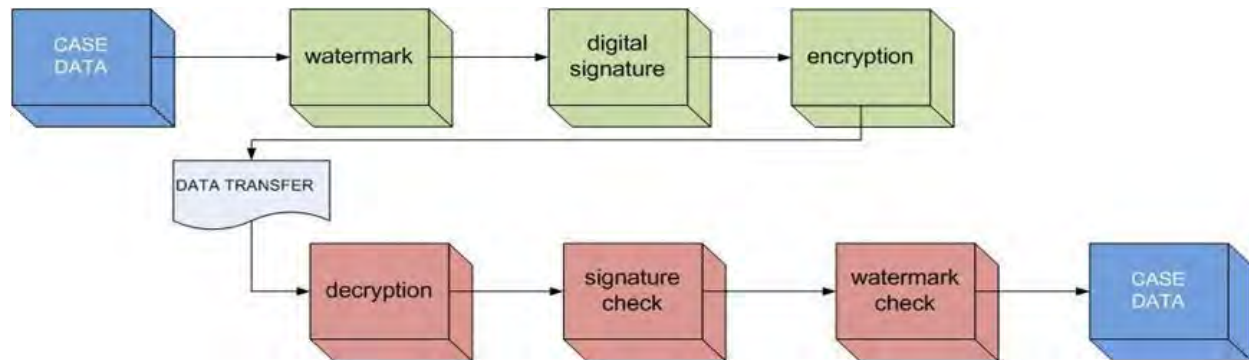
User account access is also defined thru permissions applied using role-based templates. Each user has a specific set of roles that will allow them to perform limited actions. If the user’s account has not been granted access to a specific role, the user will not be able to perform that function. This prevents users from gaining access not previously authorized or applied. Additionally, all user activities are audited within a Microsoft SQL Database and the SIEM with logs retained and backed up at another site using VEEAM multi-site replication backups per CJIS policy for data retention.



The reliability and speed of the RedCheck™ system is never in question, as the data backup, disk redundancy, and network speed have been optimized for multiple connections. A fully managed fiber-optic internet connection into the facility allows for hundreds of concurrent connections to access the live database without any decrease in performance. This would also include a full copper redundancy back up line. Our server cluster provides reliability and a high percentage of available uptime. This type of network configuration will guard against loss of data entry and information integrity degradation.

Unlike many vendors who rely on antiquated magnetic tapes for storage, these purged images and video are stored digitally on a full secondary back up system, as well as being stored in the cloud. This data can be easily accessed on request of the municipality. All data can be sorted and organized into relevant reports.

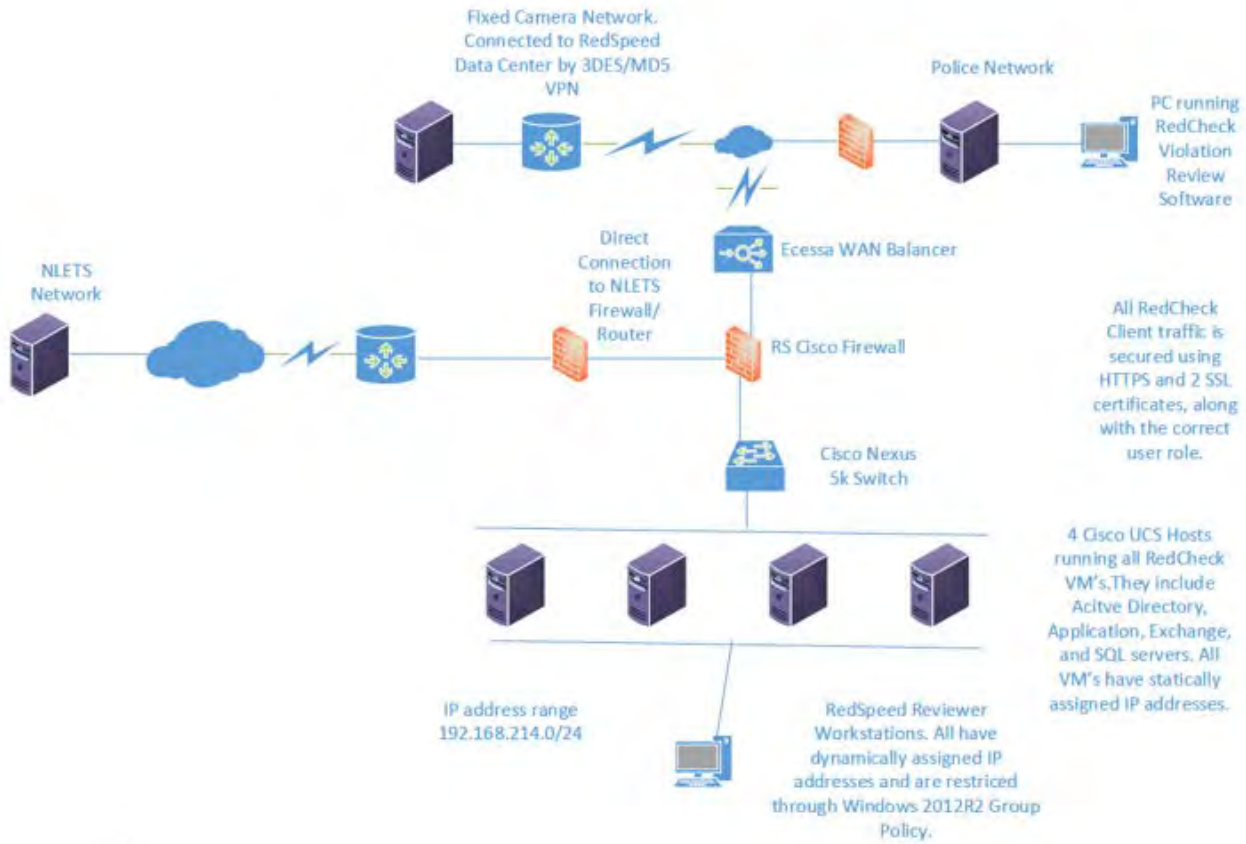
The RedCheck™ system secures the integrity of violation data by using a combination of digital signature, Public Key Cryptography Infrastructure (PKI), and Virtual Private Network (VPN) technology. Each violation is assigned a unique digital signature before being encrypted. Using PKI requires a pair of keys to successfully decrypt and import the violation. One half of the key resides in our data center and the other half resides inside the camera system. Both keys must match exactly for the violation data to be decrypted and the digital signature verified. If one part of the process does not match, the violation will not be imported. While PKI protects the violation data, the VPN protects the data transfer to RedSpeed's back office. The VPN uses many high levels of encryption to ensure no tampering has occurred during transmission as demonstrated in the following flow chart:



A secure room has been established to allow access to the Nlets database. Equipped with computer terminals running on a system completely independent of main system servers, a limited number of authorized users who have passed stringent security checks and finger printing are able to access Nlets information. Requiring a unique access pass card which is restricted to only business hours Monday thru Friday, users are monitored by security cameras while using the terminals in securely controlled spaces remotely.

RedSpeed further safeguards the security of the RedCheck system and violation data by maintaining high levels of security at the Lombard headquarters and processing facility. Employees are assigned access scan cards which allow them to enter the building thru two specific entrances monitored by external card reader entry systems. As a result, Management can track the time and date any individual has entered or departed the facility. Within the building access to specific departments, such as the printing and mailing department, is available only to authorized users during specific times of day.

RedSpeed has also augmented its staff to include 365 24/7 NOC (also FBI background cleared) for monitoring and remediation to ensure that our systems are always running. This incorporates the latest monitoring software of all nodes by SolarWinds Orion and LogRhythm for event notifications.





Public Awareness

Town of Bladensburg, MD
Automated Enforcement Program. RFQ-FY 2024-004

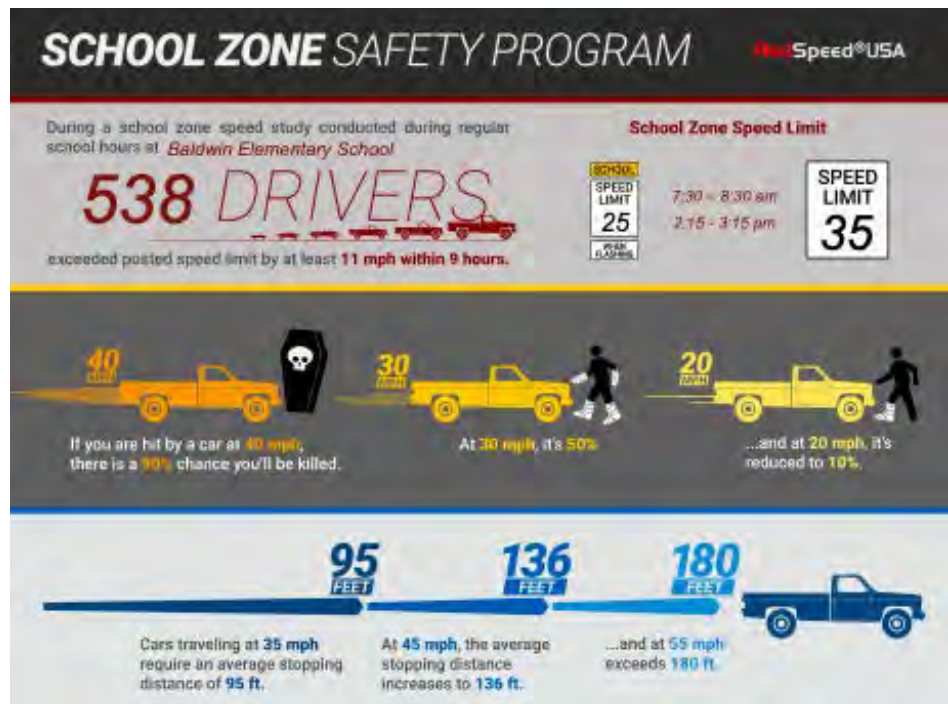


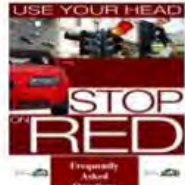
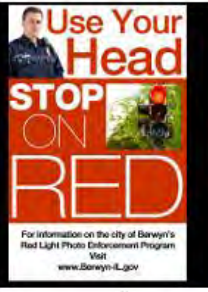
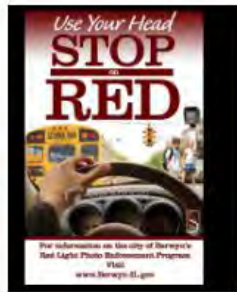
Public Awareness

Recognizing community support, cultivated thru education, is paramount to the continued success of Smyrna’s program, RedSpeed will work closely with the Town to ensure the existing message remains consistent. These materials designed to educate the community about the objectives of the School Zone Speed Photo Enforcement Program and its applicability to improve traffic safety (and benefit all residents) will be provided prior to deployment and for the duration of the partnership. The continuous dissemination of accurate information will ensure continued community support and eliminate the potential for speculation and misinformation.

With the County's approval the media materials will include:

- Town Specific Flyers based upon the results of the speed studies for community publications,
 - Town specific “Frequently Asked Questions” document for upload to the municipal website and for distribution thru Town identified channels.
 - Map detailing the locations at which Photo Enforcement is being utilized. This can be disseminated with printed material or posted to the County's website,
 - Posters urging residents to “Slow in the Zone” for display throughout the community. Posters are customized with both Speed Enforcement Locations and the Municipal Website where residents may view the Frequently Asked Questions document and location maps.
- ✓ Print News Releases announcing the County's plan to continue utilizing School Zone Speed Enforcement technology,
 - ✓ Newsletter Articles for community publications,
 - ✓ Town specific “Frequently Asked Questions” document for upload to the municipal website.
 - ✓ 11”x17” Glossy Posters to display throughout the community directing residents to visit the Smyrna Public Safety Department website for additional information.





**Frequently Asked Questions:
Village of YOUR TOWN
Automated Red Light
Enforcement Program**

What do I do if I receive a Notice of Violation?
How much time do I have to pay my Red Light Violation Notice? You must pay the civil penalty on or before the due date on your Notice. The due date for payment is located on the top and bottom your Notice of Violation.

What are my Options?
Two Options are available: PAY THE FINE OR CONTEST THE VIOLATION

OPTION 1. Pay the Fine

- Pay Online:** Logon to www.RedLightViolations.com I Violation Notice Number and License Plate Number no and bottom right of your Notice of Violation. The convenience fee for paying on-line, assessed at the time of payment.
- Pay By Mail:** Mail your check or money order (payable to City of _____ Photo Enforcement Program) at the bottom right of your Notice of Violation. Please do not include the payment stub from the notice you received along with your payment. Please do not include the payment stub from the notice you received along with your payment. Please do not include the payment stub from the notice you received along with your payment.
- Pay By Credit Card:** A Toll Free number will be established for the Village of _____ City and will be noted on the violation. Payment accepted between the hours of 9am - 4pm. We accept VISA, MasterCard and there is a \$3.50 convenience fee for the transaction confirmation number will be provided as well confirmation for your permanent records if you wish.

** In-Person Payments are not available.*

**Drivers Take Notice--
Red Light Cameras Are Coming
To Improve Intersection Safety**

In an effort to enhance safety at some of the most dangerous intersections, the Village of _____ Board has approved the installation of an automated traffic enforcement system, also known as Red Light Cameras, for various intersections within the community. Intersections with automated enforcement include Route 12 & Barron, Route 170 & Lakeside and Route 170 & Main Street. OR The cameras will be installed at the intersections of Route 12 & Route 34 (Route Normal) in early February 2024.

According to recent studies conducted by the U.S. Dept. of Transportation, Red Light Camera Programs can decrease red light violations up to 80%. Traffic accidents caused by red light runners are among the most serious, often resulting in severe injuries and fatalities. Studies have shown that approximately 1,000 people die and 170,000 people are injured annually in the United States because of drivers running red lights.

There are Two Types of Red Light Violations:

- (1) Right Turn on Red Without coming to a complete stop and
- (2) Entering an intersection after the traffic signal has turned red.

A common misconception is that the cameras will be photographing everyone as they drive thru the community. In fact, sensors placed in the pavement activate the camera only when a vehicle enters the intersection during the red light cycle. A total of 3 photographs will be taken plus 8-10 seconds of digital video. The images include: the car entering the red light intersection, the car passing thru the intersection and finally, a close-up of the license plate. All 3 images, plus a link to view the video footage online, will be provided to the vehicle's registered owner who is mailed the violation. According to Illinois Law, it is illegal to photograph the faces of other drivers or passengers.

Frequently Asked Questions:

- Is the citation valid if it was not issued by a sworn police officer?**
Yes. These violations will be reviewed and authorized by sworn officers of the TOWN Police Department. Each reviewing Officer will be specifically trained in the operation and review process of the Red Light Photo Enforcement Program. These tickets are treated as a civil violation (just like a parking ticket) and will not impact the registered owner's driving record or insurance rates.
- What do I do if I receive a Citation?**
If you receive a citation in the mail you should follow the instructions on the back. Detailed information is provided on how to pay or contest the violation. Should the individual decide to contest the violation, he/she may do so through the Village's City's adjudication program.
- What if I wasn't driving the car?**
Under Illinois State Law, HD 4932, the registered owner of the vehicle is liable for any automated traffic law violations that occur to the vehicle, regardless of who is operating it.

Why does Rosemont need Red Light Cameras?

Traffic studies show that Red Light Running is a problem at several intersections within the Village. The goal of the camera program is to change driver behavior by encouraging compliance with traffic signal laws through ground-level clock enforcement.

Why aren't Police Officers monitoring these intersections?

The Rosemont Police Department is committed to the safety of their residents, but no community can afford to police every red light intersection 24 hours a day. Traditional enforcement also creates a safety hazard for the violator, other drivers, pedestrians and the officer when police chase a violator through a red light. This technology frees up officers to assist and protect residents in other ways.

Is this simply a way for the Village to make money?

The objective of this program is to deter drivers from disobeying the law, not catch them. There is no cost to the Village for installing, operating or maintaining the system. The program is completely violator funded.

Red Light Photo Enforcement


Deaths caused by red light running are increasing at more than three times the rate of increase for all other fatal crashes. Sadly, the victims are often occupants of other vehicles or pedestrians who happen to be in the intersection, across Central Highway.

The Village is asking the residents of Rosemont to respect the rules of the road and to consider not only their safety but the safety of others.

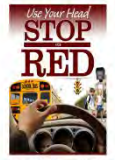
The Red Light Camera System is designed to encourage everyone to adopt safer driving habits and eliminate unnecessary injuries and deaths.

The Village of Rosemont's Red Light Cameras are located at:

River Road and Higgins Road North and Eastbound



Red Light Photo Enforcement



*Changing Driver Behavior
One Intersection at a Time*

Is Red Light Running really a problem?

Each year in the United States, Red Light Running results in nearly 200,000 crashes, more than 800 deaths and 180,000 injuries.

Four in five crashes happened within 150 feet of an intersection.

Someone runs a red light every 3 minutes in rush hour.

Source: Insurance Institute for Highway Safety

Municipal Personnel Training & Training Materials

RedSpeed believes the success of the program is dependent upon every authorized municipal agent involved having a thorough and solid understanding of all operational elements of the School Zone Speed and Red-Light Enforcement programs. As such, top priority will be given to ensuring authorized personnel involved with the County's program will receive customized training that addresses each core component of the RedCheck™ and SiteOps™ systems.

Beginning with an initial "Business Rules" meeting to outline RedSpeed's project approach, no aspect of the program is overlooked without full disclosure and discussion.

Business Rules Topics include:

- MVA constraints and timelines
- Launch Schedules – locations, dates, Warning period, public awareness campaign
- Equipment – what equipment will be supplied, installation guidelines, Training
- Violation Review – Initial screening (if Town prefers RedSpeed violation review personnel conduct an initial screening), Officer review and approval / rejection, Notice mailing
- Hearing Process – existing process, role of Town, clerks, payment process, scheduling, and violator notification
- Revenue Collection and Reporting – Various methods of submitting payment, reconciliation of funds, disbursements to Town.

Site Visit:

The RedSpeed Project Director will take Town personnel out to an enforced intersection to familiarize them with the system's hardware:

- Camera Enclosure
- Vehicle Detection
- Processor
- Pole
- Electric connections
- Placement of Required Signage



- On-site, classroom style training, in addition to one-on one hands-on instruction, will be conducted by a RedSpeed representative, with all necessary training materials provided by RedSpeed.
- On-site training will be provided at no cost for as many individuals as the Town requests, to ensure all personnel are fully versed on the system. Scheduling will be based upon the most convenient times for Town personnel.
- Major topics within RedCheck™ include navigating the violations summary and details screen to access violations, approving, and rejecting violations and generating the various customized reports available thru the system.
- This training will be supplemented by on-going support and additional "refresher courses" for existing personnel, as well as training for new personnel as needed.
- SiteOps™ training will explore the many facets of the system. Personnel will learn how to utilize the Live View module and the steps involved with accessing and downloading archived video footage.

Ongoing support for all municipal users will be provided by the same individuals providing the training. These individuals will be available at any time to address any of the County's questions or requests. RedSpeed provides detailed, screen-by-screen function related training materials for all Town personnel. As staff adjustments are made, RedSpeed will provide additional materials to ensure all active participants in the program have their own reference manual. Upon request, refresher training will be provided for both existing and new personnel at no cost to the Town.



Vendor Qualifications

Town of Bladensburg, MD
Automated Enforcement Program. RFQ-FY 2024-004



COMPANY PROFILE

RedSpeed Maryland was established in 2010 as a subsidiary of RedSpeed USA. RedSpeed's capability to meet the Town's requirements are exemplified in its 15 years' operating performance within Illinois, Iowa, Florida, Maryland, and Georgia. The dedicated team which has been assembled has worked together with each partner community, developing installation policies and procedures, identifying potential enforcement locations, developing state specific workflows for permit acquisition and program launch. These programs were customized to strictly adhere to State law, as well as tailored to meet the individual requests of each community. **This is exactly the type of personalized and committed service Bladensburg can expect by partnering with RedSpeed.**

RedSpeed's adaptability and commitment to customer service have enabled us to successfully meet and exceed the expectations of 160 programs in five states.

RedSpeed's longstanding financial strength and available financial resources underpin ongoing success. We are well capitalized and ready to execute immediately upon award of the contract.

PROPOSING FIRM NAME AND OFFICE ADDRESS

RedSpeed Maryland
450 Eisenhower Lane North
Lombard, IL 60148

**Point of Contact to whom all correspondence should be sent and
Authorized Signer on behalf of RedSpeed Maryland:**

Robert Liberman
Managing Director
630-317-5710 Office Direct
630-424-0217 Facsimile
Robert.Liberman @ RedSpeed-USA.com



RedSpeed® Corporate Headquarters

PROJECT MANAGEMENT APPROACH – HYBRID

The project management approach is truly a partnership between the Town of Bladensburg and RedSpeed. While local officials bring an intimate knowledge of the County's specific issues and traffic enforcement needs, RedSpeed will provide the technical expertise and strategic plan for executing the County's vision in a timely and efficient manner.

Utilizing tried and true methods which has successfully launched over 160 Speed and Red-Light programs across 5 states, the dedicated Project Director (Erwin Lanier) will initiate a Business Rules meeting with Town officials and the Bladensburg Police Department immediately upon receiving confirmation of the award. As the County's objectives, concerns and ideas are clarified, Mr. Lanier will visit the existing enforced locations to determine the most efficient camera equipment transition approach as well as identifying any potential new locations for enforcement. Consideration will be paid to lane and traffic configurations, signage, compliance with Virginia Department of Transportation (DOT) guidelines, easements, location of power, internet, etc.

During the evaluation process, Mr. Lanier will be working closely with the Town and a RedSpeed Client Relations Specialist to initiate all "Back Office" requirements, including District Court approval of all citation notices, client accounts, toll free numbers, vendor ORI number, training materials and public awareness campaign specifics.

Transition / New Installation Timelines for Traffic Enforcement Devices

Erwin Lanier will be initially assigned to the Town to facilitate a 70-day installation timeline. Upon award of the contract, RedSpeed will begin the sequence of activity to deliver the system beginning with redeployment of engineering field engineers presently operating in Prince George's County Maryland. Phase I Deployment Schedule is referenced in the Technical Report. (RedSpeed is not responsible for delays beyond its control.)

SEQUENCE OF EVENTS

1. Town of Bladensburg issues a formal notice to proceed to Redspeed.
2. Redspeed will meet with Bladensburg Town officials and Police Department Command Staff to review the Business Rules. The business rules will outline the roles and responsibilities.

Details covered includes the following:

1. Identify staff officers involved in the program
2. Identify Town Finance Officer and establish banking and wire transfer
3. Establish Originating Agency Identifier (ORI) number via Criminal Justice Information System (CJIS) and the Virginia State Police (VSP)
4. Submit letter to National Law Enforcement Telecommunications System (NLETS) for tag retrieval information
5. Generate citation and delinquent notices and submit to District Court for approval
6. Create client hot line and toll-free payment number
7. Collect Bladensburg Police Department logo
8. Complete flagging participation letter to DOT

3. Redspeed will perform a full accounting of the County's current system, vendor, and protocols.

To include:

1. All laptop or desktops (including those inside patrol vehicles), with access to the vendors database. This will provide a map of current staff that will need access to Redspeed's violation processing.
2. Redspeed will perform an extensive site visit to determine current deployment data such as vegetation, sight lines, position of the sun in relation to the cameras, all signage, utilities, foot traffic, lane configuration, volume of traffic, manholes and more. This will determine the best equipment for deployment and accuracy.
3. Once the site visits are completed, Redspeed will commission new drawings for existing and new site deployment.
4. Redspeed will order new signage
5. Redspeed will submit all drawings and applications for Right of Way (ROW) approval to Department of Transportation (DOT), County and City permitting. Redspeed will submit the individual packages to the City for approval and signatures
6. Redspeed will engage its trusted contractors to begin construction on fixed site deployments
7. Redspeed will first focus on the existing enforcement locations and install with "Rapid Deployment" systems to minimize delay, then collaborate with to develop additional enforcement locations.
8. Redspeed will employ its system engineers to ensure integration with the Smart Ops Platform

4. Maintenance & Repair & Testing

1. Redspeed will maintain at its disposal, eight (8) complete fixed and mobile spare systems to ensure same day or near same day maintenance and repair. This does not apply to vehicle or handheld units, they will each have one spare
2. Redspeed will provide annual calibrations for all red light and speed camera equipment annually. The calibration certificate is admissible as evidence in court
3. Redspeed will install "Rapid Disconnect" hot boxes at fixed sites to facilitate removal or redeployment within fifteen (15) days.
4. Redspeed will provide site analysis and traffic counts using non-invasive data acquisition in support of new site selections. These traffic studies are completed in-house using similar "Rapid Deployment" equipment
5. Redspeed will record all maintenance tasks in its web based SiteOps platform. This will facilitate annual reporting obligations to DOT or Town permit requirements.
6. Redspeed will perform weekly "Mobile System Checks" to test system accuracy and ensure the results are within +/- 1 MPH.
7. Redspeed's speed camera systems provide daily systems check each morning at 0600 hours. This form is completed each morning by law enforcement and is admitted as evidence. Access to this form is via Redspeed's web based SiteOps platform
8. Redspeed will provide all law enforcement program participants a certificate of training that will be kept on file and is admissible as evidence

5. Violation and Processing

1. Redspeed will provide to program participants access to captured evidence data collected by all cameras via Redspeed's Webcheck link. No firmware or special devices are required. Only internet service is needed. Webcheck provides access to citation evidence, search queue, all citation data (date, time, tag, name, address, registered vehicle, make, model and color, direction of travel, etc). In addition, webcheck allows the user to access all correspondence relating to the specific violation in PDF document format.

2. Redspeed's SiteOps website is designed for the user to access maintenance records, daily logs, live camera views and full access to all recorded data in the systems hard drive. SiteOps can retrieve up to 60 days of an event with clear precision.
3. Redspeed LPR service operates simultaneously with either speed or red light systems. It can also track vehicle in other states Redspeed operates in
4. Once a violation is captured, it is reviewed 3-4 times for accuracy before being submitted as evidence to law enforcement.
5. Redspeed's camera systems can monitor up to 7 lanes of traffic in each direction

Note: *Our timeline assumptions are based on the expediency of all parties, including MVA, Bladensburg, DOT and Town ROW applications, power utility and internet carrier.*

IMPLEMENTATION SCHEDULE

Schedule attached:

PRE-CONTRACT – Feasibility, Need Assessment & Planning

- Obtain the County's list of sites.
- Review site conditions
- Camera Placement Evaluation: Review Traffic Studies / Perform new Traffic Studies
- Negotiate and execute Contract

WEEK 1 – Back Office Setup

- Approve Traffic Studies & Camera Placement Form
- Generate and approve Deployment Schedule
- Onboarding tasks with Town staff (systems, banking, admin coordination)
- Create user accounts
- Set up citation notice and letter templates
- Set up toll free & hotline numbers
- Conduct Town staff training
- Issue Training Certificates
- Secure ORI number
- Set up MVA account for database tag look-up
- Establish violation Town rejection and approval criteria
- Integrate with Smart Ops platform
- Populate RedSpeed's proprietary platforms
- Commission Engineering Drawings
- Upload Public Awareness pages and Newsletter to Town website

WEEK 2 – Engineering & Design (Site Specific)

- Elec Pwr – confirm available service
- Apply for ROW Permit
- Apply for Traffic Control Permit

WEEK 3 – Engineering & Design (Site Specific)

- Respond to Engineering & Design Questions
- Confirm installers availability & priority

WEEK 4 – Advanced Field Prep

- Initial site inspections with Installer
- Order Installer Price Quotes
- Meet with Electrical & Internet Contractors
- Initiate Electric & Internet Service Request

WEEK 5 – Administrative Preparation

- Review Price Quotes
- Subcontractor Selection
- Commence Construction

WEEK 6 – Field Deployment

- Construction Complete
- Schedule Final Inspection

WEEK 7 – Field Deployment

- Deliver electric power and internet to fixed sites
- Verify ROW Permit
- Verify Traffic Control Permit
- System calibration and certifications
- Test live operations

WEEK 8 – Implementation Setup

- Coordination with Town staff to commence active operations
- Deliver handheld or mobile units to be deployed
- Commence maintenance recordkeeping upon live operation for each unit
- Install and commence pay station
- Commence Call Center service
- Open adjudication dockets



Agenda Item Summary Report

Date: July 15, 2024	Submitted by: Chief Collington, Police Chief Michelle Bailey Hedgepeth, Town Administrator
Item Title: Approval of Contract with RedSpeed for a Red-Light Camera Program	
Approval for a Contract with RedSpeed for Red Light Cameras	
Work Session Item [X] Council Meeting Item [X]	Documentation Attached: Proposals Red Light Camera Contract with RedSpeed
Recommended Action:	
<p>Staff recommends the passage of this contract and allows the Town Administrator and Police Chief to implement this program. Staff is asking the Council to authorize the implementation of a RED-LIGHT CAMERA program in the town of Bladensburg.</p>	
<p>Item Summary:</p> <p>The Town of Bladensburg sought bids for a Red-Light Camera and Speed Camera program in January 2024. The Town reviewed the two bids received and negotiated with RedSpeed regarding Red-Light Cameras in March 2024. Town Staff has been working with the Town Attorney and RedSpeed over the last several months on this contract so the Town can begin implementing a Red-light camera program, which was included in the FY 2025 Budget.</p> <p>A separate Council Item on speed cameras will be submitted at a later date. At the September/October meeting, the council will also adopt a Red Light Camera Ordinance.</p> <p>The Town received two responses:</p> <ul style="list-style-type: none"> • RedSpeed • Altumint <p>Chief Collington or the Town Administrator can answer any questions on this matter.</p>	
Budgeted Item: Yes [X] No [] NA Budgeted Amount: One-Time Cost: NA Ongoing Cost: Monthly	Continued Date:
Council Priority: Yes [] No []	Approved Date:

Town of Bladensburg

TITLE: REQUEST FOR QUALIFICATIONS FOR RED LIGHT AND SPEED CAMERAS (with Parking Enforcement Alternative)

RFQ NO: FY 2024-004

FROM: Altumint, Inc.
Holly Cooper
4600 Forbes Boulevard, Suite 203
Lanham, MD 20706

DATE SUBMITTED: January 19, 2024

SUBMIT TO: clerk@bladensburgmd.gov

This proposal includes information and data that shall not be disclosed outside the recipient and shall not be duplicated, used, or disclosed—in whole or in part—for any purpose other than to evaluate this proposal. If, however, a contract is awarded to Altumint, Inc. because of—or in connection with—the submission of this proposal, the recipient shall have the right to duplicate, use, or disclose the proposal to the extent provided in the resulting contract. This restriction does not limit the recipient's right to use information and data contained in this proposal if it is obtained from another source without restriction. The information and data subject to this restriction is contained on the pages marked Confidential and Proprietary – use or disclosure of information contained on this page is subject to the restriction on the title page of this proposal.

Pricing

Altumint is pleased to offer the Town of Bladensburg two different cost proposals and would welcome the opportunity to discuss further with the Town which one will provide the most benefits.

1.1 Cost Neutrality

With the appropriate language included in the contract and if Altumint is selected to provide both speed and red light enforcement, Altumint can offer either pricing option with cost neutrality.

1.2 Option 1

Photo Speed Enforcement

Service Location: Photo Speed enforcement zones as directed by Town and mutually agreed to by Altumint.

1. **Fee due to Altumint:** For the provisioning, deployment, maintenance & service of each Photo Speed Enforcement System, along with our full suite of back-office services such as printing, mailing, payment processing, court docket preparation, registration holds, call center, reporting, etc. Town shall pay Altumint Fees as follows:

Fixed Preliminary Event Processing Fee of \$12 per registration lookup*

2. **Collections Administrative Fee:** Town shall pay Altumint an additional Processing and Administrative Fee of \$10 per Violation for each payment of Violation made through a collections process.

*Town will not be charged for registration look ups made in error by Altumint.

Photo Red-Light Enforcement

Service Location: Photo Red-Light enforcement zones as directed by Town and mutually agreed to by Altumint.

1. **Fee due to Altumint:** For the provisioning, deployment, maintenance & service of each Photo Red-Light Monitoring System, along with our full suite of back-office processing services such as printing, mailing, payment processing, court docket preparation, registration holds, call center, reporting etc. Town shall pay Altumint Fees as follows:

30% of revenue resulting from payments of Red-Light Citations and related fees. Related fees include MVA flagging, late payment, returned check, and any other fee imposed by Town, "Related Fees"

2. **Collections Administrative Fee:** Town shall pay Altumint an additional Processing and Administrative Fee of \$10 per violation for each payment of violation made through a collections process.



1.3 Option 2

Photo Speed Enforcement

Service Location: Photo Speed enforcement zones as directed by Town.

1. **Fee due to Altumint:** For the provisioning, deployment, maintenance & service of each Photo Speed Enforcement System, along with our full suite of back-office services such as printing, mailing, payment processing, court docket preparation, registration holds, call center, reporting, etc. Town shall pay Altumint Fees as follows:

Monthly Rental Fee for Each Monitoring System: \$3,499

Fixed Preliminary Event Processing Fee of \$8 per registration lookup*

2. **Collections Administrative Fee:** Town shall pay Altumint an additional Processing and Administrative Fee of \$10 per Violation for each payment of Violation made through a collections process.

*Town will not be charged for registration look ups made in error by Altumint.

Photo Red-Light Enforcement

Service Location: Photo Red-Light enforcement zones as directed by Town.

2. **Fee due to Altumint:** For the provisioning, deployment, maintenance & service of each Photo Red-Light Monitoring System, along with our full suite of back-office processing services such as printing, mailing, payment processing, court docket preparation, registration holds, call center, reporting etc. Town shall pay Altumint Fees as follows:

Monthly Rental Fee for Each Monitoring System: \$3,199

3. **Collections Administrative Fee:** Town shall pay Altumint an additional Processing and Administrative Fee of \$10 per violation for each payment of violation made through a collections process.





AGREEMENT BETWEEN REDSPEED MARYLAND, LLC AND THE TOWN OF BLADENSBURG, MARYLAND FOR A TRAFFIC CONTROL SIGNAL MONITORING SYSTEM

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AGREEMENT BETWEEN REDSPEED MARYLAND, LLC AND THE TOWN OF BLADENSBURG FOR A TRAFFIC CONTROL SIGNAL MONITORING SYSTEM

This Traffic Control Monitoring System Agreement (hereinafter referred to as this "Agreement") is effective on the ____ day of _____, 20__ ("Effective Date") by and between RedSpeed Maryland, LLC, located at 5921 Moravia Park Drive, Unit D-2, Baltimore, Maryland 21206 ("RedSpeed"), and the TOWN OF BLADENSBURG, a Maryland municipal corporation (hereinafter referred to as the "Municipality") located at 4229 Edmonston Road, Bladensburg, MD 20710 (individually, a "Party", and collectively, the "Parties").

RECITALS

WHEREAS, on or about December 20, 2023, the Municipality issued a Request for Qualifications FY 2024-004 a traffic control signal camera enforcement ("RFQ") with a due date of January 19, 2024, at 3:00 P.M. EST;

WHEREAS, RedSpeed submitted to the Municipality a timely proposal in response to the RFQ;

WHEREAS, the Municipality awarded to RedSpeed a contract for the provision of a traffic control signal monitoring enforcement system ("System"), subject to the terms of this Agreement;

WHEREAS, RedSpeed is in the business of providing traffic signal control monitoring systems, and the collection of any citations issued pursuant thereto;

WHEREAS, the Municipality desires to engage the services of RedSpeed to provide traffic control signal cameras; and technicians to identify and enforce violations of the traffic control signals, specifically red light violations, within designated intersections of the Municipality; and related equipment, hardware, and software for the System ("Services");

WHEREAS, RedSpeed shall employ engineers and other professional consultants, who possess technical training or knowledge, to provide the Services indicated in this Agreement or which may be provided by RedSpeed and that in rendering such Services RedSpeed is also providing data processing equipment and related services; and

WHEREAS, on _____ of _____, 20__, THE COUNCIL OF THE TOWN OF BLADENSBURG, as the legislative body of the Municipality, adopted Ordinance No. _____, approving the use of traffic control signal monitoring systems within the Municipality, which authorizes the execution of this Agreement.

NOW THEREFORE, in consideration of the mutual covenants contained herein, the above recitals which are incorporated herein by reference and made a substantive part hereof, and for other valuable consideration received, the receipt and sufficiency of which are hereby acknowledged, the Municipality and RedSpeed agree as follows:



1. **Recitals.** All recitals set forth above shall be deemed a substantive part of this Agreement.

2. **Services Provided.**

A. Traffic Control Signal Monitoring System:

RedSpeed shall provide a Traffic Control Signal Monitoring system and program to the Municipality by providing installation, maintenance, and violation processing services at Designated Intersections as set forth in Exhibit “B” attached hereto and incorporated herein, after preparing certain licenses and permits and supporting documentation for the Municipality to review, authorize, execute, and submit to the appropriate Maryland, County, and/or Town office and/or department to obtain any required consent from any other government with jurisdiction.

Costs for removal of Equipment from Designated Intersection Approaches under utility or road construction or utility or road improvement, when the utility or road construction or utility or road improvement are not under the control of the Municipality, shall be borne by RedSpeed.

B. Reduction of Sites for Placement of Systems:

Notwithstanding any other provision of this Agreement, if the Town determines that it is in the public interest to remove a site or sites from System, it may do so with 60 days’ notice to RedSpeed.

C. Technology Assessments and Updates:

RedSpeed shall conduct annual technology assessments of all Equipment. If during its assessment, RedSpeed identifies any substantive improvements that reasonably could be made to the Equipment to effectuate the purpose of this Agreement, which RedSpeed shall determine in good faith, RedSpeed shall apply those updates to the Equipment.

3. **Term.** The term of this Agreement shall commence as of the Effective Date and shall continue for a period of three (3) years after the Installation Date (“**Initial Term**”). This Agreement may be extended for two (2) additional one-year periods upon mutual agreement of the parties following the expiration of the Initial Term. A price increase may be considered upon written request from RedSpeed at least ninety (90) days prior to the beginning of any of the additional one-year periods that have been exercised.

4. **Compensation.** RedSpeed shall be compensated for its Services provided to the Municipality under this Agreement as set forth in Exhibit “C”.

5. **Termination.**

a. Either Party shall have the right to terminate this Agreement, without cause, with at least sixty (60) days written notice to the other Party. Provided, however,



notwithstanding the foregoing to the contrary, if the Municipality terminates this Agreement without cause prior to the Installation Date of a mutually agreed Designated Intersection camera, or within one year of the Installation Date of that camera, for convenience or when a new Underperforming Camera location cannot be agreed, the Municipality shall reimburse RedSpeed in an amount equal to the cost of the direct labor costs and direct material costs (but not including equipment cost and salvageable material costs) solely associated with the installation of cameras at the Designated Intersections, which have been installed prior to termination (the “Cost” and/or “Costs”), and which shall not exceed Thirty Thousand Dollars (\$30,000.00) per Designated Intersection. RedSpeed shall not be reimbursed for any anticipatory profits that have not been earned up to the date of termination. RedSpeed shall promptly provide an itemization, with supporting invoices and labor expense documentation, to the Municipality of the amount of the Cost and/or Costs.

If the Municipality wishes to remove a red light camera after one (1) year from going live, RedSpeed shall remove the camera at no expense to the Municipality.

- b. Either Party shall have the right to terminate this Agreement immediately by written notice to the other if: (i) Maryland State law is amended to prohibit or substantially change the operation of the System; (ii) a court of competent jurisdiction determines the results from the Control Signal Monitoring System are inadmissible in evidence or that the System, or systems substantially similar to the Municipality’s System, are invalid; or (iii) the other Party commits any Material Breach of any of the provisions of this Agreement, which breach is not remedied within sixty (60) calendar days after written notice from the non-breaching Party setting forth in reasonable detail the alleged breach. A “**Material Breach**” shall mean a breach (including an anticipatory breach) that has a serious adverse effect on a core benefit which the non-breaching Party reasonably expected under the Agreement or would otherwise derive from the Agreement.
- c. The termination of this Agreement shall not relieve either Party of any liability that accrued prior to such termination, unless otherwise provided herein.
- d. Upon termination, the Municipality shall immediately cease using the Services and System provided pursuant to this Agreement and also immediately stop using any other Intellectual Property of RedSpeed, deliver to RedSpeed any and all Proprietary Property of RedSpeed provided to the Municipality pursuant to this Agreement, and promptly approve payment of any and all uncontested fees, charges, and amounts due to RedSpeed for services performed prior to the termination.



- e. RedSpeed shall remove any and all Equipment, hardware, and software it installed in connection with its performance of its obligations under this Agreement and shall restore the Fixed Speed Sites and Designated Intersections to substantially the same condition they were in prior to this Agreement within thirty (30) days of the termination of this Agreement.
- f. The Parties acknowledge that the following paragraphs shall survive termination of this Agreement to give effect to the provisions hereof:
 - i. Reservation of Rights, Representations, and Warranties of RedSpeed;
 - ii. Representations and Warranties of the Municipality;
 - iii. Limited Warranties;
 - iv. Confidentiality;
 - v. Indemnification;
 - vi. Dispute Resolution;
 - vii. Assignment;
 - viii. Applicable Law;
 - ix. Injunctive Relief; and
 - x. Jurisdiction and Venue.
- g. The Parties recognize and acknowledge that the Traffic Control Monitoring System contemplated herein may be subject to legal challenge and/or judicial review. If such legal challenge is successful and the program is found invalid, either Party may elect to terminate this Agreement. If a court of competent jurisdiction determines that the program, or a program substantially similar to the Municipality's program, is invalid the Parties will consult with one another to determine whether any appellate relief is available, and if so, whether pursuing such relief is in the best interests of the Parties. The final determination as to whether appellate relief is sought from a higher tribunal shall be within the sole discretion of the Municipality.



6. **License.**

- a. Subject to the terms and conditions of this Agreement, RedSpeed hereby grants to the Municipality, upon the terms and conditions herein specified, a non-exclusive, non-transferable license during the Term of this Agreement to: (i) solely within the Municipality, access and use of the System for the sole purposes of reviewing Potential Violations and authorizing the issuance of Citations; and (ii) use the name RedSpeed, with the approval by RedSpeed, on or in marketing, public awareness or education, or other publications or materials relating to the Traffic Signal Monitoring System.
- b. The Municipality hereby acknowledges and agrees that RedSpeed is the sole and exclusive owner of the System, the name RedSpeed, the RedSpeed Marks, and any and all Intellectual Property arising from or relating to the System.
- c. The Municipality hereby covenants and agrees that it shall not make any modifications to the Traffic Control Signal Monitoring System provided by RedSpeed; alter, remove, or tamper with any RedSpeed Marks, or any other Intellectual Property; use any RedSpeed Marks or other Intellectual Property in connection without first obtaining the prior written consent of RedSpeed; or perform any type of reverse engineering to the System.
- d. RedSpeed shall have the right to take whatever action it deems necessary or desirable to remedy or prevent the infringement of any Intellectual Property of RedSpeed, including without limitation the filing of applications to register as trademarks in any jurisdiction any of the RedSpeed Marks, the filing of patent applications for any of the Intellectual Property of RedSpeed, and making any other applications or filings with appropriate Governmental Authorities. The Municipality shall not take any action to utilize its own name or make any registrations or filings with respect to any of the RedSpeed Marks or the Intellectual Property of RedSpeed without the prior written consent of RedSpeed.

7. **Limited Warranty.** EXCEPT AS OTHERWISE PROVIDED IN THIS AGREEMENT, REDSPEED MAKES NO WARRANTIES OF ANY KIND, EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, THE WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, WITH RESPECT TO THE REDSPEED SYSTEM, OR ANY RELATED EQUIPMENT OR WITH RESPECT TO THE RESULTS OF THE MUNICIPALITY'S USE OF ANY OF THE FOREGOING. NOTWITHSTANDING ANYTHING TO THE CONTRARY SET FORTH HEREIN, REDSPEED DOES NOT WARRANT THAT ANY OF THE DESIGNATED SITE INTERSECTION EQUIPMENT OR THE SYSTEM WILL ALWAYS BE OPERATIONAL, OR THAT THE OPERATION OR USE THEREOF WILL BE UNINTERRUPTED. THE MUNICIPALITY HEREBY ACKNOWLEDGES THAT THE SYSTEM MAY MALFUNCTION FROM TIME TO TIME, AND SUBJECT TO THE TERMS OF THIS AGREEMENT, REDSPEED SHALL



DILIGENTLY ATTEMPT TO CORRECT ANY SUCH MALFUNCTION IN A TIMELY MANNER.

8. RedSpeed Representations and Warranties.

- a. RedSpeed hereby warrants and represents that it has all right, power, and authority to execute and deliver this Agreement and perform its obligations hereunder.
- b. RedSpeed hereby warrants and represents that any and all Services provided by RedSpeed pursuant to this Agreement shall be performed in a professional and workmanlike manner and, with respect to the installation, operation, and testing of the System, in compliance with applicable law and in compliance with all specifications provided to RedSpeed.
- c. RedSpeed hereby warrants and represents that any and all equipment provided by RedSpeed is owned by RedSpeed subject to any bank liens.
- d. RedSpeed hereby warrants and represents that it develops, installs, maintains, and operates the System at the direction of the Municipality and in accordance with Maryland State law and the Municipality's ordinances.

9. Municipality Representations.

- a. The Municipality hereby warrants and represents that it has all right, power, and authority to execute and deliver this Agreement and perform its obligations hereunder (i.e. the adoption of a Resolution or an ordinance to enter into this Agreement).
- b. The Municipality hereby warrants and represents that any and all services provided by the Municipality pursuant to this Agreement shall be performed in a professional and workmanlike manner.
- c. The Parties agree and understand that the Municipality is the sole and exclusive operator of the equipment provided by RedSpeed to the Municipality pursuant to this Agreement.
- d. The Municipality hereby warrants and represents that the Municipality directs RedSpeed to develop, install, maintain, and operate the System, and related equipment in accordance with Maryland State law and the Municipality's ordinances. It is the responsibility of the Municipality to ensure that all related operations are in accordance with Maryland State law and the Municipality's ordinances.

10. Confidentiality. Subject to applicable law, during the term of this Agreement and for a period of two (2) years thereafter, neither Party shall disclose to any third person, or use for itself



in any way for pecuniary gain, any Confidential Information obtained from the other Party during the course of the negotiations for this Agreement or during the Term of this Agreement.

Upon termination of this Agreement, each Party shall return to the other all tangible Confidential Information of such Party within sixty (60) days of the termination.

Neither Party shall disclose to any third party any Confidential Information obtained from the other Party without the other Party's express written consent, except as required by law. Exceptions are limited to the disclosing Party's employees who are reasonably required to have the Confidential Information, agents, representatives, attorneys, and other professional advisors that have a need to know such Confidential Information.

11. Indemnification, Insurance, and Liability.

- a. Subject to and without waiving common law and other governmental immunities and the provisions of §5-301 *et seq.* and §5-507, Local Government Tort Claims Act, Courts and Judicial Proceedings Article, Annotated Code of Maryland, the Municipality hereby agrees to defend, indemnify, and hold harmless RedSpeed and its affiliates, shareholders, or other interest holders, managers, officers, directors, employees, agents, representatives and successors, permitted assignees, and all persons acting by, through, under, or in concert with them (including but not limited to the suppliers of equipment and installers), or any of them (the "RedSpeed Parties"), and to protect, save, and keep the RedSpeed Parties harmless from, and to pay on behalf of or reimburse the RedSpeed Parties as and when incurred for, any and all Losses, which may be imposed on or incurred by RedSpeed or equipment provided and/or installed by RedSpeed arising out of or in any way related to:
- i. any material representation, inaccuracy, or breach of any covenant, warranty, or representation of the Municipality contained in this Agreement;
 - ii. the negligent or willful acts or omissions of the Municipality, its employees, contractors, or agents, which result in bodily injury to any natural person (including third parties) or any damage to any real or tangible personal property (including the personal property of third parties);
 - iii. any third-party claim, action, or demand not caused by RedSpeed's failure to perform its obligations under this Agreement or by the negligent act or omission of the RedSpeed Parties, or concerning any matter related to any incumbent or prior vendor providing goods and services to Municipality; and/or
 - iv. any claim, action, or demand challenging the manner in which the Municipality uses the System, or any portion thereof, for the issuance, prosecution, and collection of the Citations; or the accuracy of the results of



the Municipality's use of the System, or any portion thereof, including the accuracy of the Citations.

- b.** RedSpeed hereby agrees to defend, indemnify, and hold harmless the Municipality and its officials, managers, officers, directors, employees, agents, representatives, and successors, permitted assignees and each of their affiliates, and all persons acting by, through, under, or in concert with them, or any of them (collectively, the "Municipality Parties"), and to protect, save, and keep harmless the Municipality Parties from, and to pay on behalf of or reimburse the Municipality Parties as and when incurred for, any and all liabilities, obligations, losses, damages, penalties, demands, claims, actions, suits, judgments, settlements, costs, expenses, and disbursements (including reasonable attorneys' fees and court costs) of whatever kind and nature, which may be imposed on or incurred by any Municipality Party arising out of or related to:

 - i. any material misrepresentation, inaccuracy, or breach of any covenant, warranty or representation of RedSpeed contained in this Agreement;
 - ii. the negligent or willful acts or omissions of RedSpeed, its employees, contractors, or agents, which result in death or bodily injury to any natural person (including third parties) or any damage to any real or tangible personal property (including the personal property of third parties), except to the extent caused by the negligent or willful acts or omissions of the Municipality Parties;
 - iii. any third-party claim, action, or demand not caused by the Municipality's failure to perform its obligations under this Agreement; or
 - iv. any claim, action, or demand challenging System accuracy and calibration, hardware or software functions (not resulting from Municipality misuse of the System and its outputs or deliverables).
- c.** Notwithstanding anything to the contrary in this Agreement, neither Party shall be liable to the other, by reason of any representation or express or implied warranty, condition, or other term or any duty at common or civil law, for any lost profits or indirect, incidental, or consequential damages, however caused.
- e.** In the event any claim, action, or demand in respect of which any Party hereto seeks indemnification from the other, the Party seeking indemnification shall give written notice to the Party from whom indemnification is being sought of such Claim within seven (7) days after the Indemnified Party first becomes aware of the Claim. The Party from whom indemnifications is being sought shall have the right to choose counsel to defend such Claim (subject to approval of such counsel by the other Party, which approval shall not be unreasonably withheld, conditioned, or delayed), and to control and settle such Claim. The Party from whom indemnification is being sought shall have the right to participate in the defense.



- f. RedSpeed will purchase from insurance companies authorized to do business in Maryland and maintain during the entire term of this Agreement, comprehensive general liability insurance, automobile liability insurance, and Workers' compensation insurance with limits of not less than those set forth below. On each policy, RedSpeed will name the Municipality as an additional insured, with the exception of the Workers compensation insurance, and will provide an additional insured endorsement.

i. Comprehensive General Liability Insurance:

- (1) Personal injury liability insurance with a combined limit of \$2,000,000 each occurrence/aggregate; and
- (2) Property damage liability insurance with combined limits of \$2,000,000 each occurrence/aggregate.

All insurance shall include completed operations and contractual liability coverage. The Municipality will not be liable for any damages during installation.

- ii. Automobile Liability Coverage: Automobile fleet insurance \$2,000,000 for each occurrence/ aggregate; property damage - \$500,000 for each occurrence/aggregate.)

- iii. Workers' Compensation Insurance: RedSpeed shall comply with the requirements and benefits established by the State of Maryland for the provision of Workers' Compensation insurance. RedSpeed shall provide Workers' compensation insurance meeting the statutory limits for Maryland and Employers' Liability limits of \$500,000. All corporations are required to provide Workers' Compensation Certificates of Insurance.

RedSpeed covenants to maintain insurance, in these amounts, which will insure all activities undertaken by RedSpeed on behalf of the Municipality under this Agreement. Copies of the certificates of insurance and additional insured endorsements for all required coverage shall be furnished to the Municipality following the execution of this contract and prior to commencement of any Services. The Municipality shall receive 30 days prior notice of any reduction or elimination of the insurance coverage required herein.

Provision of any insurance required herein does not relieve RedSpeed of any of the responsibilities or obligations assumed by RedSpeed in the contract awarded, or for which RedSpeed may be liable by law or otherwise. Provision of such insurance is not intended in any way to waive the Municipality's immunities or any damage limits applicable to municipal government as provided by law.

RedSpeed shall also furnish to the Municipality a Certificate of Insurance and additional insured endorsement in like amounts for any approved sub-contractor prior to commencement of Services.



Coverage will be primary and noncontributory with any other insurance and self-insurance.

12. Dispute Resolution. Upon the occurrence of any dispute or disagreement between the Parties hereto arising out of or in connection with any terms or provision of this Agreement, the subject matter hereof, or the interpretation or enforcement hereof (the “Dispute”), the Parties shall engage in informal, good faith discussions and attempt to resolve the Dispute. In connection therewith, upon written notice of either Party, each of the Parties will appoint a designated officer whose task it shall be to meet for the purpose of attempting to resolve such Dispute. The designated officers shall meet as often as the Parties shall deem to be reasonably necessary to discuss the Dispute. If the Parties are unable to resolve the Dispute within ninety (90) calendar days, the Dispute will be resolved through legal proceedings.

13. Notices. Any notices to be given hereunder shall be in writing, and shall be deemed to have been given (a) upon delivery, if delivered by hand; (b) three (3) days after being mailed first class, certified mail, return receipt requested, postage and registry fees prepaid; or (c) one (1) business day after being delivered to a reputable overnight courier service, excluding the U.S. Postal Service, prepaid, marked for the next day delivery, if the courier service obtains a signature acknowledging receipt, in each case addressed or sent to such Party as follows:

a. Notices to RedSpeed:

RedSpeed USA LLC
 Attn: Robert Liberman, Manager
 5921 Moravia Park Drive,
 Unit D-2
 Baltimore, Maryland 21206

With a copy to:

Miles & Stockbridge P.C.
 Attn: Jeremy Scholtes
 30 W. Patrick Street, Suite 600
 Frederick, MD 21701

b. Notices to the Municipality:

The Town Council of Bladensburg
 Bladensburg Town Hall
 4229 Edmonston Road
 Bladensburg, Maryland 20710

14. Relationship between RedSpeed and the Municipality. Nothing in this Agreement shall create, or be deemed to create, a partnership, joint venture, or the relationship of principal and agent or employer and employee between the Parties. The relationship between the Parties shall be that of independent contractors, and nothing contained in this Agreement shall create the relationship of principal and agent or otherwise permit either Party to incur any debts or liabilities



or obligations on behalf of the other Party (except as specifically provided herein). Further, it shall also not create a revenue sharing agreement between parties, but instead a payment for services rendered agreement, as set forth in paragraph 4 above and Exhibit “C” attached hereto and incorporated herein.

The Municipality will not be responsible for any cost or expenses of operation of any kind associated with RedSpeed's provision of Services pursuant to this Agreement, except as set out herein. RedSpeed shall be entitled to no fees, bonuses, contingent payments, or any other amount in connection with the Work except as set out herein. The Parties hereto further agree that the Municipality shall have no obligation to reimburse, pay directly, or otherwise satisfy any expenses of RedSpeed in connection with the performance of the obligations under this Agreement except as set out herein.

It is expressly understood and acknowledged by the Parties hereto that the contract price payable hereunder shall be paid in the gross amount, without reduction for any Federal or State withholding or other payroll taxes, or any other governmental taxes or charges. The Parties hereto further recognize that RedSpeed, as an independent contractor of the Municipality, is responsible for directly assuming and remitting any applicable Federal or State withholding taxes, estimated tax payments, Social Security payments, unemployment compensation payments, and any other fees, taxes, and expenses whatsoever. In the event that RedSpeed is deemed not to be an independent contractor by any local, state, or federal governmental agency, RedSpeed agrees to indemnify and hold harmless the Municipality for any and all fees, costs, and expenses, including, but not limited to, attorneys fees incurred thereby. The Municipality is a non-taxable entity.

15. Assignment. Neither Party may assign all or any portion of this Agreement without the prior written consent of the other, which consent shall not be unreasonably withheld or delayed. Provided, however, that the Municipality hereby acknowledges and agrees that delivery and performance of RedSpeed's obligations pursuant to this Agreement shall require a significant investment by RedSpeed, and that to finance such investment, RedSpeed may be required to enter into certain agreements or arrangements including, but not limited to, acknowledgments and/or consents with equipment lessors, banks, financial institutions, or other similar persons or entities. The Municipality hereby agrees that RedSpeed shall have the right to assign, pledge, hypothecate, or otherwise transfer its rights to the Equipment but not the service provided under this Agreement, to any of the aforesaid financial institutions without the Municipality's prior written approval. The Municipality further acknowledges and agrees that in the event that RedSpeed provides any such acknowledgment or consent to the Municipality for execution and in the event that the Municipality fails to execute and deliver such acknowledgment or consent back to RedSpeed within ten (10) calendar days after its receipt of such request from RedSpeed to execute such acknowledgment or consent, the Municipality shall be deemed to have consented to and approved such acknowledgment or consent, and RedSpeed is granted a limited power of attorney, coupled with an interest, to execute the acknowledgment and/or consent on behalf of the Municipality and deliver such document to its financial institution.

16. Injunctive Relief; Specific Performance. The Parties hereby agree and acknowledge that a breach of license, restricted use, or confidentiality of this Agreement would result in severe and irreparable injury to the other Party, which injury could not be adequately compensated by an award of money damages. Thus, the Parties agree and acknowledge that they shall be entitled to



injunctive relief in the event of any breach of any material term, condition, or provision of this Agreement, or to join or prevent such a breach, including without limitation, an action for specific performance hereof.

17. Audit. Each Party shall have the right to audit the books and records of the other Party hereto solely for the purpose of verifying the payments, if any, payable pursuant to this Agreement. Any such audit shall be conducted upon not less than three (3) business days prior notice and at mutually convenient times and during the normal business hours. In the event any such audit establishes any underpayment of any payment made pursuant to this Agreement, the amount of the shortfall shall be promptly paid. In the event any such audit establishes any overpayment of any payment made pursuant to this Agreement, the amount of the excess shall be promptly reimbursed. Each Party shall solely pay the expenses for any audit they request.

18. Force Majeure. Neither Party will be liable to the other or be deemed to be in breach of this Agreement for any failure or delay in rendering performance arising out of causes beyond its reasonable control and without its fault or negligence. Said causes may include but are not limited to, acts of God, or the public enemy, terrorism, significant fires, floods, earthquakes, pandemics, epidemics, quarantine restrictions, strikes, freight embargoes, or Governmental Authorities approval delays which are not caused by any act or omission by RedSpeed, and unusually severe weather. The Party whose performance is affected agrees to notify the other promptly of the existence and nature of any delay.

19. Performance Standards.

a. System Accuracy and Reliability:

Accuracy: The system must accurately detect red light violations with a minimum accuracy rate of 95%.

Reliability: The system should maintain operational uptime of at least 95%, excluding scheduled maintenance, construction, and unforeseen events outside of RedSpeed's control, as defined in Paragraph 18.

b. Violation Verification and Data Integrity:

Verification Process: All captured violations must be verified by authorized personnel before issuing citations.

Data Integrity: The system must ensure the integrity and security of all collected data, including photographic and video evidence, at commercially reasonable standards.

c. System Maintenance and Support:

Regular Maintenance: Scheduled maintenance should be conducted regularly to ensure optimal performance, with minimal impact on system availability, at commercially reasonable standards.



Technical Support: Provide prompt technical support to address system failures or malfunctions, with a response time of no more than ~~48~~24 hours from the time of reporting.

Commented [LF1]: Suellen, 48 hours is already better than industry standard, and 24 hours is too quick of a turnaround to respond to address issues that may arise.

d. Reporting and Documentation:

Regular Reporting: Provide monthly reports on system performance, including the number of violations captured, system uptime, and any maintenance activities.

Documentation: Maintain comprehensive documentation of all system configurations, updates, and maintenance activities.

e. Upgrade and Improvement:

Continuous Improvement: The system should be reviewed annually for potential commercially reasonable upgrades or improvements to enhance performance and effectiveness.

f. Transparency:

The Town will provide information access to the public about how the system operates, its intended purpose, and its effectiveness in improving road safety.

g. Performance Review and Evaluation:

Annual Review: Conduct an annual performance review to evaluate the system’s effectiveness in reducing red light violations and improving traffic safety.

h. These Performance Standards shall be measured over a span of one (1) year periods. To the extent RedSpeed is unable to meet the Performance Standards due to circumstances outside of RedSpeed’s control, including, but not limited to, force majeure instances (as defined in Paragraph 18) or third-party actions, exclusive of actions by RedSpeed’s subcontractor, RedSpeed shall not be held liable or considered to be in breach of this Agreement.

20. Miscellaneous.

a. Definitions.

In this Agreement, the words and phrases below shall have the following meanings:

i. **“Authorized Officer”** means the designated employee from the Police Department of the Municipality, the Traffic Control Administrator, or such other individual(s) as the Municipality shall designate to review Potential Violations and to authorize the Issuance of Citations.



- ii. **“Authorized Violation”** means each Potential Violation in the Violation Data for which authorization to issue a citation in the form of an Electronic Signature is given by the Authorized Officer by using RedSpeed.
- iii. **“Cause,”** as used at Paragraph 5(a) of this Agreement, means the Material Breach by RedSpeed or its employees or agents, of any of the provisions hereof on RedSpeed’s part to be kept, maintained, or performed.
- iv. **“Citation”** means the notice of Violation, which is mailed or otherwise delivered by RedSpeed to the violator on the appropriate Enforcement Documentation in respect of each Authorized Violation.
- vi. **“Confidential or Private Information”** means, with respect to any Person, any information, matter or thing of a secret, confidential or private nature, whether or not so labeled, which is connected with such Person’s business or methods of operation or concerning any of such Person’s suppliers, licensors, licensees, Municipalities or other with whom such Person has business relationship, and which has current or potential value to such Person or the unauthorized disclosure of which could be detrimental to such Person, including but not limited to:
 - Matters of a business nature, including but not limited to information relating to development plans, costs, finances, marketing plans, data, procedures, business opportunities, marketing methods, plans and strategies, the costs of construction, installation, materials, or components, the prices such Person obtains or has obtained from its clients or Municipalities, or at which such Person sells or has sold its services; and
 - Matters of a technical nature, including but not limited to product information, trade secrets, know-how, formulae, innovations, inventions, equipment, discoveries, techniques, formats, processes, methods, specifications, designs, patterns, schematics, data, access or security codes, compilations of information, test results and research and development projects. For purposes of this Agreement, the term “trade secrets” shall mean the broadest and most inclusive interpretation of trade secrets.

- vi. **“Designated Intersection”** means the intersections as set forth in Exhibit “B” attached hereto, and such additional sites as RedSpeed and the Municipality shall mutually agree from time to time.
- vii. **“Enforcement Documentation”** means the necessary and appropriate documentation related to the Automated Traffic Law Enforcement System, including, but not limited to, (1) Citation notices using the specifications required by the Maryland Transportation Article and local law, as each may be amended, for Violations of the Automated Traffic Law Enforcement System; (2) a numbering sequence for use on all Citation notices (in accordance with applicable court rules); (3) instructions to accompany each



issued Citation; (4) chain of custody records; (5) criteria regarding operational policies for processing Citations (including with respect to coordinating with the Department of Motor Vehicles); and (6) technical support documentation for applicable court and judicial officers.

- viii. **“Equipment”** means any and all cameras, sensors, equipment, components, products, software, and other tangible and intangible property relating to the Traffic Signal Control Monitoring System, including, but not limited to, all camera systems, housings, radar units, and poles.
- ix. **“Event”** A potential Violation captured by the System.
- x. **“Fine”** means monetary sums assessed for Citations.
- xi. **“Governmental Authority”** means any domestic or foreign government, governmental authority, court, tribunal, agency, or other regulatory, administrative, or judicial agency, commission, or organization, and any subdivision, branch, or department of any of the foregoing.
- xii. **“Installation Date”** means the date on which RedSpeed completes the construction and installation of at least one (1) Designated Intersection in accordance with the terms of this Agreement so that such Designated Intersection is operational for the purposes of functioning with the Traffic Control Signal Monitoring System.
- xiii. **“Intellectual Property”** means, with respect to any Person, any and all now known or hereafter known tangible and intangible: (a) rights associated with works of authorship throughout the world, including but not limited to copyrights; (b) trademark and trade name rights and similar rights; (c) trade secrets rights; (d) patents, designs, algorithms, and other property rights; (e) all other intellectual and property rights (of every kind and nature however designated), whether arising by operation of law, contract, license, or otherwise; and (f) all registrations, initial applications, renewals, extensions, continuations, divisions, or reissues hereof now or hereafter in force.
- xiv. **“Intersection”** means a conduit of travel (e.g., northbound, southbound, eastbound, or westbound) on which at least one (1) Traffic Control Signal Monitoring System has been installed by RedSpeed for the purpose of facilitating the Traffic Control Signal Monitoring System by the Municipality
- xv. **“Operational Period”** means the period of time during the Term, commencing on the Installation Date, during which the Traffic Control Signal Monitoring are functional to permit the identification and prosecution of Violations at the Designated Intersection Approaches, the issuance of Citations for such approved Violations using the System.



- xvii. **“Operator of the Equipment”** means the Municipality, which is the sole and exclusive operator of the Equipment provided by RedSpeed.
- xviii. **“Person”** means natural individual, company, Governmental Authority, partnership, firm, corporation, legal entity, or other business association.
- xviii. **“Potential Violation”** means, with respect to any motor vehicle passing through a Designated Intersection, the data collected by the System for the purpose of allowing the Authorized Officer to review such data and determine whether a Violation has occurred.
- xix. **“Proprietary Property”** means, with respect to any Person, any written or tangible property owned or used by such Person in connection with such Person’s business, whether or not such property is copyrightable or also qualifies as Confidential Information, including without limitation products, samples, equipment, files, lists, books, notebooks, records, documents, memoranda, reports, patterns, schematics, compilations, designs, drawings, data, test results, contracts, agreements, literature, correspondence, spread sheets, computer programs and software, computer print outs, other written and graphic records, and the like, whether originals, copies, duplicates, or summaries thereof, affecting or relating to the business of such Person, financial statements, budgets, projections, and invoices.
- xxi. **“RedSpeed Marks”** means all trademarks registered in the name of RedSpeed or any of its affiliates, such other trademarks as are used by RedSpeed or any of its affiliates on or in relation to its System at any time during the Term if this Agreement, service marks, trade names, logos, brands, and other marks owned by RedSpeed, and all modifications or adaptations of any of the foregoing.
- xxiii. **“Traffic Control Signal Monitoring System”** means, collectively, all of the other equipment, applications, back office processes, and digital red light traffic enforcement cameras, sensors, components, and products, software, and other tangible and intangible property relating to and including, but not limited to, the process by which the monitoring, identification, and enforcement of Violations is facilitated by the use of certain equipment, applications, and back office processes of RedSpeed, including, but not limited to, cameras, flashes, central processing units, signal controller interfaces, and detectors (whether loop, radar or video loop) which, collectively, are capable of measuring Violations and recording such Violation data in the form of photographic images of motor vehicles for automated traffic law enforcement.
- xxiii. **“Violation”** means a traffic control violation as defined by Md. Code Ann., Transp. § 21-202.1.



xxiii. **“Violation Criteria”** means the standards and criteria by which Potential Violations will be evaluated by the Authorized Officer and/or sworn police officers of the Municipality, which standards and criteria shall include, but are not limited to, failing to adhere to the traffic control in violation of Md. Code Ann., Transp. § 21-202.1.

xxiv. **“Violations Data”** means the images and other Violations data gathered by the Traffic Control Signal Monitoring System at the Designated Intersections.

xxv. **“Violations Evidence Package”** means one (1) unit of assembled Violations Data related to a singly evident Violation within the Violation Criteria.

xxvi. **“Warning Period”** means thirty (30) days after the System is activated. During the Warning Period, only warning notices are to be sent by the Municipality and not Citations.

- b. **Entire Agreement.** This Agreement represents the entire agreement between the Parties concerning the substance of this Agreement, and there are no other agreements (other than invoices and purchase orders), whether written or oral, which affect its terms. This Agreement may be amended only by a subsequent written agreement signed by both Parties.
- c. **Construction.** Except as expressly otherwise provided in this Agreement, this Agreement shall be construed as having been fully and completely negotiated and neither the Agreement nor any provision thereof shall be construed more strictly against either Party.
- d. **Severability.** If any provision of this Agreement is held by any court or other competent authority to be void or unenforceable in whole or part, this Agreement shall continue to be valid as to the other provisions thereof and the remainder of the affected provision.
- e. **Waiver.** Any waiver by either Party of a breach of any provision of this Agreement shall not be considered as a waiver of any subsequent breach of the same or any other provision thereof.
- f. **Headings.** The headings of the sections contained in this Agreement are included herein for reference purposes only, solely for the convenience of the parties hereto, and shall not in any way be deemed to affect the meaning, interpretation, or applicability of this Agreement or any term, condition, or provision hereof.
- g. **Execution and Counterparts.** This Agreement may be executed in any number of counterparts, each of which when so executed and delivered shall be deemed an original, and such counterparts together shall constitute only one (1) instrument. Any one (1) of such counterparts shall be sufficient for the purpose of proving the existence and terms of this Agreement, and no Party shall be required to produce an original or



all of such counterparts in making such proof. The Parties may sign in writing or by electronic signature. An electronic signature will have the same effect as an original signature.

- h. Binding Effect.** This Agreement shall inure to the benefit of and be binding upon all of the Parties hereto and their respective executors, administrators, successors, and permitted assigns.
- i. Compliance with Laws.** Nothing contained in this Agreement shall be construed to require the commission of any act contrary to law, and whenever there is a conflict between any term, condition, or provision of this Agreement and any present or future statute, law, ordinance, or regulation contrary to which the Parties have no legal right to contract, the latter shall prevail, but in such event the term, condition, or provision of this Agreement affected shall be curtailed and limited only to the extent necessary to bring it within the requirement of the law, provided that such construction is consistent with the intent of the Parties as expressed in this Agreement.
- j. Remedies Cumulative.** Each and all of the several rights and remedies provided for in this Agreement shall be construed as being cumulative, and no one of them shall be deemed to be exclusive of the others or of any right or remedy allowed by law or equity, and pursuit of any one remedy shall not be deemed to be an election of such remedy, or a waiver of any other remedy.
- k. Applicable Law.** This Agreement shall be governed by and construed in all respects solely in accordance with the laws of the State of Maryland, regardless of its conflicts of laws provisions, including, but not limited to Md. Code Ann., Transp. § 21-809, as amended, governing the use of speed monitoring systems in the State of Maryland. In the event of a conflict between the provisions of this Agreement and applicable State law, the applicable State law shall be deemed to control.
- l. Jurisdiction and Venue.** Any dispute arising out of or in connection with this Agreement shall be submitted to the exclusive jurisdiction and venue of the Courts of Prince George's County, Maryland, and both Parties specifically agree to be bound by the jurisdiction and venue thereof.
- m. Third Party Beneficiary.** This Agreement is entered into solely for the benefit of the Municipality and the Consultant. No third party will be deemed a beneficiary of this Agreement, and no third party will have the right to make any claim or assert any right under this Agreement.



IN WITNESS WHEREOF, the Parties hereto have executed this Agreement as of the day and year set forth above.

“Municipality”

THE TOWN OF BLADENSBURG, MARYLAND

By: _____(SEAL)
Name: _____, President/Mayor

“RedSpeed”

REDSPEED MARYLAND, LLC

By: _____(SEAL)
Name: Robert Liberman, Manager



EXHIBIT "A"
Fixed Speed Sites: Maintenance and Violation Processing Services

[RESERVED]

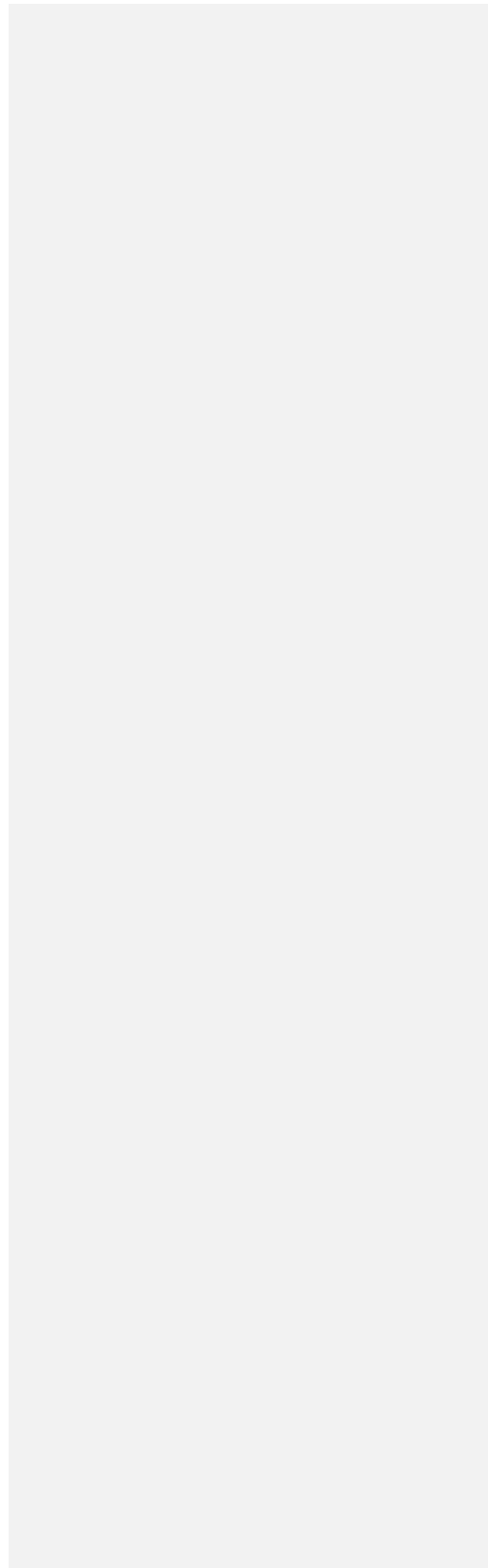




EXHIBIT “B”

Designated Intersections: Maintenance and Violation Processing Services for Traffic Control Signal Monitoring System

1. Designated Intersections

RedSpeed and the Municipality will mutually agree upon the identification of the Designated Intersections, which agreement will be based on community safety and traffic needs as warranted. The Designated Intersections shall be set forth on a supplement to this Exhibit “B”. RedSpeed shall assist the Municipality in the gathering of statistical data for use in the Designated Intersection selection, permitting, and follow-up reports.

2. Construction and Installation of Designated Intersections

2.1 RedSpeed will have Designated Intersections installed at its expense and activated in accordance with an implementation plan to be mutually agreed to by RedSpeed and the Municipality.

2.2 RedSpeed will use reasonable commercial efforts to install the system in accordance with the schedule set forth in the implementation plan that will be formalized upon project commencement.

2.3 RedSpeed will use reasonable commercial efforts to install and activate the first specified Designated Installation within the first ninety (90) days after the schedule has been agreed upon. The Municipality agrees that the estimated timeframe for installation and activation is not guaranteed.

2.4 RedSpeed recommends red light camera installation sites for the Municipality to approve or reject for permit processing. The Municipality shall assist with providing timely approval of permits for the Municipality-approved proposed installations requested by RedSpeed. The Municipality will forward such permit requests to the appropriate Municipal reviewing authority, and such authority shall make every effort to review, approve, and forward the same within five (5) business days of receipt. RedSpeed will also attempt to review and correct, if necessary, any requested changes from the Municipality within two (2) business days of receipt. RedSpeed shall acquire any required County and State permits at its expense.

2.5 RedSpeed will install cable and power conduits at its sole expense, and all necessary electrical services to the Designated Intersection Approaches will be the sole responsibility and expense of RedSpeed.

2.6 RedSpeed will be able to utilize existing internet connections at the Municipality’s Police Department and other locations where RedCheck™ (back-office processing software) will be installed and used. RedSpeed will be responsible for installation and maintenance of a high-speed internet connection at each Designated Intersection Approach.



2.7 Further, RedSpeed shall provide training for up to thirty (30) personnel of the Municipality, including, but not limited, to the persons who the Municipality shall appoint as Authorized Officers and other persons involved in the administration of the Traffic Control Signal Monitoring System. Training shall include training with respect to the RedSpeed Traffic Control Signal Monitoring System and its operations, presenting Violations Data in court and judicial proceedings, and a review of the Enforcement Documentation.

3. Maintenance of the Designated Intersections

3.1 RedSpeed shall own, repair, and maintain the System.

3.2 The Municipality shall use its best efforts to safely operate, protect and preserve the System during the term of this Agreement, including, but not limited to, restricting movement of and access to the System by anyone other than the Municipality and RedSpeed personnel.

In those instances where damage to the System is caused by negligence on the part of the Municipality or its authorized agent(s), RedSpeed will provide an estimate of the cost of repair. Upon authorization to proceed with the repairs or replacement, RedSpeed shall replace or repair any damaged equipment and invoice the Municipality for the pre-approved repair cost. RedSpeed shall bear the cost to replace or repair equipment damaged in all other circumstances. As used herein “negligence on the part of the Municipality or its authorized agents” shall include, but is not limited to, failure of the Municipality to adequately secure the System, which results in damage to the System.

3.3 RedSpeed shall provide a help line to help the Municipality resolve any problems encountered regarding its System and/or Citation processing. The help line shall function during normal business hours.

3.4 RedSpeed normally shall provide technician site visits to each Designated Intersection once per month to perform preventive maintenance checks consisting of camera enclosure lens cleaning; camera, strobe, and controller enclosure cleaning; inspection of exposed wires; and general system inspection and maintenance.

3.5 RedSpeed shall repair a non-functional Designated Intersections within one (1) business day of notification by the Municipality.

4. Violations Evidence Data Processing Services

4.1 All Violations Evidence Data shall be stored on the RedSpeed Traffic Control Signal Monitoring System.

4.2 RedSpeed shall process the Violation Evidence Data gathered from the Designated Intersection(s) into a format capable of review by the Authorized Officer.

4.3 The Municipality shall cause the Authorized Officer to review the Violations Evidence Data and to determine whether a Citation shall be issued with respect to each Potential Violation captured within such Violation Evidence Data and transmit each such determination using the



software or other applications or procedures provided by RedSpeed on the RedSpeed Traffic Control Signal Monitoring System within seven (7) days of the gathering of the Violations Evidence Data from the applicable Designated Intersections.

4.4 RedSpeed hereby acknowledges and agrees that the decision to issue a Citation shall be the sole, unilateral, and exclusive decision of the Authorized Officer and shall be made in such Authorized Officer's sole discretion (a "Citation Decision"), and in no event shall RedSpeed have the ability or authorization to make a Citation Decision.

4.5 The Municipality must execute all violations (Citations) before they are sent out on the Municipality's behalf.

4.6 RedSpeed shall apply an electronic signature to the Citation when authorized to do so by an approving law enforcement officer.

4.7 RedSpeed shall obtain in-state vehicle registration information necessary to issue Citations for the Municipality.

4.8 Where obtainable, RedSpeed shall provide out-of-state vehicle registration necessary to issue Citations for the Municipality.

4.9 RedSpeed will be responsible for printing and mailing of Citations at its sole expense. Each Citation shall be delivered by First Class mail; rental car companies are also included. For mail not delivered due to address problems, RedSpeed will mail the Citation again if the Municipality provides it with better information.

4.10 RedSpeed is responsible for mailing one delinquent notice for outstanding Citations issued to owners of motor vehicles bearing State of Maryland license plates and out-of-state plates.

4.11 RedSpeed will be responsible for processing all payments and will provide violators with ability to pay by check, money order, or credit card, both online and offline.

4.12 Collection of delinquent payments will be the sole responsibility and expense of the Municipality.

4.13 RedSpeed agrees to provide a secure web site (www.SpeedViolations.com) accessible to Citation recipients (defendants) by means of a Notice Number and a License Plate Number, which will allow violation image review and payment.

4.14 RedSpeed will be responsible for providing a Municipality-specific toll free number and multilingual customer support representatives.

4.15 RedSpeed shall handle inbound and outbound phone calls and correspondence from defendants who have questions about payments, disputes, and other issues relating to Citation adjudication. RedSpeed may refer citizens with questions outside of its area of experience to the District Court or Police.



4.16 RedSpeed shall provide an on-line court processing module, which will enable the court to review cases, related images, correspondence, and other related information required to adjudicate the disputed Citation. The system will also enable the Court staff to accept and account for payments.

4.17 If required by the court or prosecutor, RedSpeed shall provide the Municipality with, or train a local expert witness able to testify in Court on matters relating to the accuracy, technical operations, and effectiveness of the RedSpeed Automated Traffic Law Enforcement System until judicial notice is taken.

4.18 The RedCheck™ system, which provides the Municipality with the ability to run and print reports, shall include the following:

- Program Statistics Report
- Location Performance Summary Report
- Location Performance Detail Report

4.19 Additional reports can be developed upon request.

5. Training of Municipal Staff

5.1. RedSpeed shall provide training for the Municipality's personnel, including, but not limited to, the persons who the Municipality shall appoint as Authorized Officers and other persons involved in the administration of the System. Training shall include training with respect to the RedSpeed Traffic Control Signal Monitoring, and operations, presenting Violations Data in court proceedings, and a review of the Enforcement Documentation.

5.2. RedSpeed agrees to provide necessary training for persons designated by the Municipality and to assist the Municipality with development of public information and outreach campaign.

5.3. RedSpeed shall provide the Municipality with a one-time free warning period up to 30 days in length at the installation of each new Traffic Control Signal Monitoring System in each Designated Intersection.

6. Non-Productive, Municipally-Interrupted, or Decommissioned Designated Intersection Cameras

If the Municipality and RedSpeed mutually agree that a fixed red light camera either is not economical and/or has not reached the desired safety goals within one (1) year from going live (an "Underperforming Camera"), the Municipality and RedSpeed may mutually select a new location and RedSpeed may move the Underperforming Camera to the new, mutually agreed upon, location.

If a new location for the Underperforming Camera is not mutually agreed upon within thirty (30) calendar days of the determination that the camera is an Underperforming Camera (the "Final Decision"), RedSpeed shall provide the Final Decision to the Municipality in writing. Billing for the Underperforming Camera shall stop immediately upon delivery of the written Final Decision.



RedSpeed shall remove the Underperforming Camera and related equipment within thirty (30) calendar days after the Municipality receives the written Final Decision. Compensation for removal of an Underperforming Camera is detailed in paragraph 5 of the Agreement.

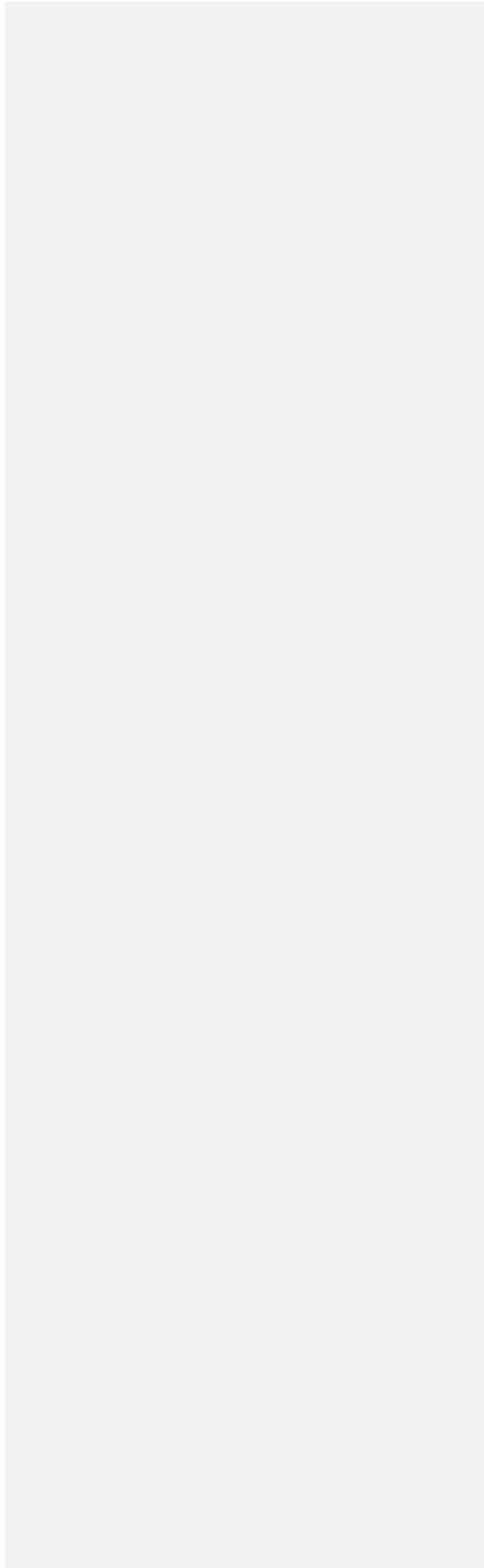




EXHIBIT “C”

Compensation

There will be no charge to the Municipality for activity of any single unit performing during the Warning Period, and RedSpeed shall not receive any compensation for any warning notices sent during the Warning Period.

At the conclusion of the Warning Period, and once the Citations are issued, RedSpeed shall be compensated for services performed as follows:

Violation Evidence Data fees shall be charged as follows:

1. Red Light Enforcement System:

- a. RED LIGHT CAMERA FEE. Thirty-three percent (33%) per month of the gross revenues collected from payment of System issued Citations.
- b. FLAG RELEASE FEE. \$2.99 per flag release issued by RedSpeed at request of the Municipality.

2. Cost Neutrality:

- a. Notwithstanding any other provisions of this Agreement to the contrary, if any invoice for compensation owed to RedSpeed by the Municipality exceeds the cash amount collected by the Municipality through the collection of Red Light Citations, the balance owed to RedSpeed shall be carried over and paid by the Municipality in the following or subsequent months.
- b. If at the end of the Municipality’s fiscal year spanning October 1 through September 30 of each year an unpaid balance owed to RedSpeed and related to RedSpeed’s red light enforcement services remains, the Municipality shall cover this balance with revenues received from RedSpeed’s speed monitoring enforcement. If any unpaid balance related to RedSpeed’s red light enforcement services remains thereafter, the amount shall be zeroed out by RedSpeed, and the Municipality shall commence the new fiscal year with a zero balance for RedSpeed’s red light enforcement services. Balances owed to RedSpeed shall not be withheld retroactively from previous months.
- c. Cost Neutrality is assured to the Municipality as the Municipality shall never be required to pay RedSpeed more than the amount of actual cash received.

The Parties agree that all Citations shall be paid to a lock box, which shall be set up and maintained by RedSpeed on behalf of the Municipality or paid electronically to an account which shall be set up and maintained by RedSpeed on behalf of the Municipality.



RedSpeed shall remit to the Municipality the balance of all payments it collects for the Municipality on a monthly basis within five (5) days from the end of the month collected, with the monies directly wired or transferred into the Municipality's designated bank account, after deducting therefrom the compensation due to RedSpeed as outlined above.



Agenda Item Summary Report

Meeting Date: July 15, 2024	Submitted by: Michelle Bailey Hedgepeth, Town Administrator
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Item Title: Approval and Award of the Community Grant for FY 2024

Approval and Awards of Community Grant Recipients by the Town Council for FY 2024

Work Session Item <input checked="" type="checkbox"/> Council Meeting Item <input checked="" type="checkbox"/>	Documentation Attached: Grant Application Grantee Overview
---	---

Recommended Action:

Town staff recommends funding the organization below. All of the organizations provided the documentation required by the grant solicitation.

Town of Bladensburg | COMMUNITY GRANT PROGRAM | FY 2024

Summary: The Town issues an “operating grant” to support the day-to-day costs of running a non-profit organization. A “capital grant” funds nonprofit organizations to purchase equipment and related supplies or make capital improvements (renovations, remodeling, etc.). – Maximum Award \$2,000

- Award Criteria:**
1. Organizations that provide services that sustain and empower youth, families, and individuals to move towards an improved quality of life and self-sufficiency.
 2. Organizations that provide programs that preserve and enhance a community’s character.
 3. Organizations that provide programs that contribute to a vibrant economy; or
 4. Programs that are integral to community revitalization, economic development, and environmental sustainability.

Below is a chart that summarizes staff recommendations and applications received:

Name of Organization	Request	Service	Staff Recommendation
We Lead By Example	\$2000	Mentoring – Self Defense	Recommended
Eco Farms	\$2000	Community Farm	Recommended
Eye to the Sky- Royalty Institute	\$2000	Mentoring	Sought Addition Info

The town administrator can answer any questions about this item.

Budgeted Item: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Budgeted Amount: \$ 12,000 One-Time Cost: \$2,000 per Awardee Ongoing Cost:	Continued Date:
---	------------------------

Council Priority: Yes <input type="checkbox"/> No <input type="checkbox"/>	Approved Date:
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**Town of Bladensburg
Community Grant Program**
4229 Edmonston Road
Bladensburg, MD 20710
301-927-7041



**Town of Bladensburg
COMMUNITY GRANT PROGRAM
Fiscal Year 2024 (FY24) Grant Application and Guidelines**

- A. For the purpose of this section, an “operating grant” shall provide support for the day-to-day costs of running the non-profit organization. A “capital grant” shall provide funds to nonprofit organizations to purchase equipment and related supplies or to make capital improvements (renovations, remodeling, etc.).
- B. Subject to the availability of funds, the Town will consider funding an operating and/or capital grant to a non-profit organization with an application submission that meets one of the following criteria:
1. Provides services that sustain and empower youth, families, and individuals to move towards an improved quality of life and self-sufficiency.
 2. Provides programs that preserve and enhance a community’s character;
 3. Provides programs that contribute to a vibrant economy; or
 4. Promotes programs that are integral to community revitalization, economic development, and environmental sustainability.
- C. A committee shall be convened to review and evaluate applications submitted to the Town of Bladensburg.
1. The Committee shall consist of the Mayor’s designated staff person, the Treasurer, the Town Administrator, and up to two at-large staff persons.
 2. The Grant committee will make recommendations that will be approved at the July 15, 2024, Mayor and Council Work Session and Meeting.
 3. Committee recommendations to the Mayor and Council will have the following order of preference:
 - a. Organizations directly serving Town residents.
 - b. Organizations directly serving Port Towns residents.
 - c. Organizations indirectly serving Town and Port Town residents.
- D. Application qualification criteria:
1. Applicant shall have the administrative and financial capacity to carry out the project successfully and shall be in good standing with the Maryland Department of Taxation;
 2. The project shall help meet the criteria outlined in paragraph B of this section;
 3. The applicant shall demonstrate that the proposed activity shall provide maximum public benefit in relation to cost and
 4. The applicant shall demonstrate the ability to leverage additional funds.

Guidelines and Instructions

Applications must be received by **July 3, 2024, at 3:00 PM. Applications received after this date and time will not be considered, and extensions will not be permitted.**

Please submit online or **by email to jamaya@bladensburgmd.gov.**

Grant applications will be available for download on the Town's website at www.bladensburgmd.gov.

Please complete all forms and answer all questions in the application. The application form does not limit the number of words in each section. However, please answer the questions concisely in the space provided.

Incomplete applications will be returned to the applicant without further consideration.

Limited funding available, maximum grant funding available per requesting applicant will be up to \$2,000 based on the final FY24 approved budget.

REQUIRED DOCUMENTS

The following documents are required and must be included in all applications:

1. **Federal Tax-exempt IRS determination letter:** Copy of most recent IRS determination letter under Section 501 (c) (3) indicating evidence of tax-exempt status.
2. **Good Standing Status:** Include the most recent copy (2017) of the organization's general entity information showing that it is currently in good standing with the State Department of Assessment & Taxation (SDAT)
3. **Articles of Incorporation:** Include a copy of the Articles of Incorporation.
4. **Organizations' Bylaws:** Please include a copy of your organizational bylaws.
5. **Board of Directors:** Please list all board members and terms.
6. **Mission Statement** – Include the organization's Mission Statement.
7. **Copy of the last audit or financial statements**—If audited financials are unavailable, please provide a copy of the organization's most recent IRS 990 tax return.
8. **Organization budget for the current year:** Provide a copy of the most recent budget, including income, expenses, and debts.
9. **Form-W9:** Signed request for Taxpayer's Identification Number and Certification.
10. **Insurance Requirement:** Proof of Insurance.
11. **Letter of Support:** Include at least one (1) Letter of Support with an original signature from a community group, PTA/PTO, or church located within the radius as evidence of community need.

If this request includes partner organizations, please provide a copy of a Memorandum of Understanding, support letters, or a description of each organization's roles and responsibilities that is signed by all parties. If you have any questions or concerns, please get in touch with Jessica Amaya at 410-927-7048 or by email at jamaya@bladensburgmd.gov.



Community Grant Application
Deadline July 3, 2024
3:00 P.M.

Organization Name: _____

Executive Director/Officer _____

Address _____

Phone Number: _____ Email: _____

Federal ID# _____

Incorporation Date _____ 501 (c) (3) Registration Date _____

Project Title _____

Project Location (s) _____

Amount Requested \$ _____

RESIDENCE OF CLIENTS SERVED (*Preference will be given to agencies serving Bladensburg residents – Check all that apply*)

- Town of Bladensburg
- Prince George’s County
- Port Towns (Edmonston, Cottage City, Colmar Manor)

EXECUTIVE SUMMARY - Provide a brief summary of your project. Please include the following items: the purpose of the project, the number of people living in the Town of Bladensburg to be served, and how the Town grant funds will be used.

PROGRAM INFORMATION - Describe the overall or general purpose of your agency

COMMUNITY NEED/POPULATION BEING SERVED: Describe the issue or community that need to be addressed. Provide the demographic data and geographic information used to determine the extent of the problem or the need not being addressed.

PROJECT DESCRIPTION- Please provide a detailed description of the program you are proposing. Please include the group of people you plan to serve, the number of expected participants, the activities or services you will provide, and the location of the program/project.

METHODOLOGY- Describe the methodology (or approach) for the proposed program/project, e.g., the procedures, tasks, techniques, or tools you will use to develop the program.

FUNDING SOURCES - What efforts have you made to obtain funding from other sources, including fundraising, dues, and any requests for other county/state programs?

ORGANIZATION CAPABILITIES - Describe the organization's ability to implement the program/project

IMPACT - Describe the Town funds' impact on your program/project.

Obtaining a printout of Good Standing Status
From the Maryland Department of Assessments and Taxation

The Maryland State Department of Assessments and Taxation (SDAT) website provides information about business entities.

Go to <https://egov.maryland.gov/BusinessExpress/EntitySearch>. Under “Business Name Search”, enter the name or part of the name of the entity. There should be no spaces between words, and you should not include the words “the” or “and”. Also, do not include any “tail” such as “Inc.” or “LLC”. If you only search part of the name, follow the part with “%” for a wildcard search. It will give you the entity’s name, status with the SDAT, and whether the entity is in good standing with SDAT.

A printout of entity details from the Maryland Department of Assessments and Taxation webpage indicating the organization's good standing is acceptable. Please note that if the entity is listed as “forfeited” or not in good standing with SDAT, it cannot enter into a contract with the Town of Bladensburg until the forfeiture or lack of good standing is resolved.

Attachments to be included with the Grant Application
Identify each document alphabetically

DOCUMENT CHECKLIST

Please ensure you have attached the required documents before submitting your grant application.

- ATTACHMENT- A** – Federal Tax-Exempt IRS Determination Letter.
(The organization's Name must match the SDAT Records)
- ATTACHMENT- B** - Good Standing Status with the State of Maryland
(The organization's Full Legal Name must match the SDAT records)
- ATTACHMENT- C** - Articles of Incorporation
(The organization's Full Legal Name must match the SDAT records)
- ATTACHMENT- D** - Organizations By-Laws
(The organization's Full Legal Name must match the SDAT records)
- ATTACHMENT- E** – Board of Directors with names, addresses, and terms of office
- ATTACHMENT- F** - Organization Mission Statement
- ATTACHMENT-G** - Financial Statements
- ATTACHMENT - H** – Copy of budget for the current year
- ATTACHMENT-I** - Signed For W-9 Request for Taxpayer-Identification Number & Certification (The Organization’s Full Legal Name must match SDAT records)
- ATTACHMENT-J** – Insurance requirements/proof of insurance
- ATTACHMENT K** – Letter(s) of Support

CERTIFICATION

“I certify that I have reviewed this application and that, to the best of my knowledge, all statements and figures contained herein are true, accurate, and complete. If your organization does not have a Board of Directors, please indicate “NA” on the signature line and have the organization director sign.

Signature of Chief Executive Officer _____
Date

Print Name _____ Title _____

Address _____

Phone _____ Email _____