

**CCTV DIGITAL SURVEILLANCE SYSTEM  
PROPOSAL**

**PREPARED FOR  
DEPARTMENT OF ADMINISTRATION  
PURCHASING DIVISION  
WVDHHR**

**BUYER: ROBERTA WAGNER  
RFQ# HHR70057  
BID OPENING DATE: January 18, 2007  
BID OPENING TIME: 1:30pm**

**PREPARED BY**



**CONTRACTORS LICENSE # WV014757**

**4108 MACCORKLE AVE. SE  
CHARLESTON, WV 25304  
304-340-4288 MAIN 304-340-4293 FAX**

**RECEIVED**

**RENEE' CHANDLER  
ACCOUNT REPRESENTATIVE  
JANUARY 18, 2007**

**2007 JAN 18 P 12:49  
PURCHASING DIVISION  
STATE OF WV**



State of West Virginia  
 Department of Administration  
 Purchasing Division  
 2019 Washington Street East  
 Post Office Box 50130  
 Charleston, WV 25305-0130

# Request for Quotation

RFQ NUMBER  
 HHR70057

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 1

ADDRESS CORRESPONDENCE TO ATTENTION OF:  
 ROBERTA WAGNER  
 304-558-0067

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VENDOR

SHIP TO

HEALTH AND HUMAN RESOURCES  
 BUILDING MANAGEMENT  
 ROOM B29  
 350 CAPITOL STREET  
 CHARLESTON, WV  
 25301-3700 304-558-0234

DATE PRINTED 12/14/2006	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
ID OPENING DATE: 01/18/2007	BID OPENING TIME			01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
REQUEST FOR QUOTATION						
0001	1	EA		936-73		
<p>VENDOR TO PROVIDE ALL EQUIPMENT, LABOR AND SUPPLIES TO UPGRADE THE CURRENT ANALOG TIME LAPSE VCR SYSTEM TO AN INTEGRATED DIGITAL RECORDING AND TRANSMISSION SYSTEM USING HONEYWELL SECURITY OR "EQUAL" EQUIPMENT AND SOFTWARE AS PER THE ATTACHED SPECIFICATIONS.</p> <p>UPGRADE TO SECURITY CAMERA RECORDING SYSTEM</p> <p>WARRANTY: STANDARD MANUFACTURERS WARRANTY SHALL APPLY. NO FREIGHTS INCLUDED FOR FACTORY WARRANTY.</p> <p>FREIGHT: ALL NEW EQUIPMENT, FREIGHT INCLUDED.</p> <p>THE MODEL/BRAND/SPECIFICATIONS NAMED HEREIN ESTABLISH THE ACCEPTABLE LEVEL OF QUALITY ONLY AND ARE NOT INTENDED TO REFLECT A PREFERENCE OR FAVOR ANY PARTICULAR BRAND OR VENDOR. VENDORS WHO ARE BIDDING ALTERNATES SHOULD SO STATE AND INCLUDE PERTINENT LITERATURE AND SPECIFICATIONS. FAILURE TO PROVIDE INFORMATION FOR ANY ALTERNATES MAY BE GROUNDS FOR REJECTION OF THE BID. THE STATE RESERVES THE RIGHT TO WAIVE MINOR IRREGULARITIES IN BIDS OR SPECIFICATION IN ACCORDANCE WITH SECTION 148-1-4 (F) OF THE WEST VIRGINIA LEGISLATIVE RULES AND REGULATIONS.</p> <p>VENDOR PREFERENCE CERTIFICATE</p> <p>CERTIFICATION AND APPLICATION* IS HEREBY MADE FOR</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Gene L Chandler</i>	TELEPHONE 3043404288	DATE 1/17/07
TITLE <i>Account Rep</i>	FEIN 550684486	ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



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<p>PREFERENCE IN ACCORDANCE WITH WEST VIRGINIA CODE, 5A-3-37 (DOES NOT APPLY TO CONSTRUCTION CONTRACTS). INTENDED TO REFLECT A PREFERENCE OR FAVOR ANY</p> <p>A. APPLICATION IS MADE FOR 2.5% PREFERENCE FOR THE</p> <p>( ) BIDDER IS AN INDIVIDUAL RESIDENT VENDOR AND REJECTION OF THE BID. THE STATE RESERVES THE RIGHT HAS RESIDED CONTINUOUSLY IN WEST VIRGINIA FOR FOUR (4) YEARS IMMEDIATELY PRECEDING THE DATE OF THIS CERTIFICATION; OR</p> <p>(✓) BIDDER IS A PARTNERSHIP, ASSOCIATION OR CORPORATION RESIDENT VENDOR AND HAS MAINTAINED ITS HEAD-QUARTERS OR PRINCIPAL PLACE OF BUSINESS CONTINUOUSLY IN WEST VIRGINIA FOR FOUR (4) YEARS IMMEDIATELY PRECEDING THE DATE OF THIS CERTIFICATION; OR 80% OF THE OWNERSHIP INTEREST OF BIDDER IS HELD BY ANOTHER INDIVIDUAL, PARTNERSHIP, ASSOCIATION OR CORPORATION RESIDENT VENDOR WHO HAS MAINTAINED ITS HEADQUARTERS OR PRINCIPAL PLACE OF BUSINESS CONTINUOUSLY IN WEST VIRGINIA FOR FOUR (4) YEARS IMMEDIATELY PRECEDING THE DATE OF THIS CERTIFICATION; OR</p> <p>( ) BIDDER IS A CORPORATION NONRESIDENT VENDOR WHICH HAS AN AFFILIATE OR SUBSIDIARY WHICH EMPLOYS A MINIMUM OF ONE HUNDRED STATE RESIDENTS AND WHICH HAS MAINTAINED ITS HEADQUARTERS OR PRINCIPAL PLACE OF BUSINESS WITHIN WEST VIRGINIA CONTINUOUSLY FOR THE FOUR (4) YEARS IMMEDIATELY PRECEDING THE DATE OF THIS CERTIFICATION.</p> <p>B. APPLICATION IS MADE FOR 2.5% PREFERENCE FOR THE REASON CHECKED:</p> <p>(✓) BIDDER IS A RESIDENT VENDOR WHO CERTIFIES THAT,</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Renée L Chandler</i>	TELEPHONE 304-340-4288	DATE 1/17/07
TITLE <i>Account Rep</i>	FEIN 550684486	ADDRESS CHANGES TO BE NOTED ABOVE

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<p>UNDER PENALTY OF LAW FOR FALSE SWEARING (WEST VIRGINIA CODE 61-5-3), BIDDER HEREBY CERTIFIES THAT THIS CERTIFICATE IS TRUE AND ACCURATE IN ALL RESPECTS; AND THAT IF A CONTRACT IS ISSUED TO BIDDER AND IF ANYTHING CONTAINED WITHIN THIS CERTIFICATE CHANGES DURING THE TERM OF THE CONTRACT, BIDDER WILL NOTIFY THE PURCHASING DIVISION IN WRITING IMMEDIATELY.</p> <p>BIDDER: <u>Access Systems</u></p> <p>DATE: <u>1/17/07</u></p> <p>SIGNED: <u>Renee L. Chandler</u></p> <p>TITLE: <u>Account Rep</u></p> <p>* CHECK ANY COMBINATION OF PREFERENCE CONSIDERATION(S) IN EITHER "A" OR "B", OR BOTH "A" AND "B" WHICH YOU ARE ENTITLED TO RECEIVE. YOU MAY REQUEST UP TO THE MAXIMUM 5% PREFERENCE FOR BOTH "A" AND "B". (REV. 12/00)</p> <p>*****INQUIRIES*****</p> <p>WRITTEN QUESTIONS SHALL BE THROUGH CLOSE OF BUSINESS FRIDAY, DECEMBER 22, 2006. QUESTIONS MAY BE SENT VIA USPS, FAX, COURIER OR EMAIL. IN ORDER TO ASSURE NO VENDOR RECEIVES AN UNFAIR ADVANTAGE, NO SUBSTANTIVE QUESTIONS WILL BE ANSWERED ORALLY. IF POSSIBLE, E-MAIL QUESTIONS ARE PREFERRED. ADDRESS INQUIRIES TO:</p> <p>ROBERTA WAGNER</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <u>Renee L. Chandler</u>	TELEPHONE <u>3043404288</u>	DATE <u>1/17/07</u>
TITLE <u>Account Rep</u>	FEIN <u>550684486</u>	ADDRESS CHANGES TO BE NOTED ABOVE

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LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID: 304 340 4293						
CONTACT PERSON (PLEASE PRINT CLEARLY): Renee Chandler						
***** THIS IS THE END OF RFQ HHR70057 *****						TOTAL: \$35,594.00

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE Renee Chandler	TELEPHONE 304 340 4288	DATE 1/17/07
TITLE Account Rep	FERN 55068486	ADDRESS CHANGES TO BE NOTED ABOVE

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Architecture and Engineering Specifications  
DVR Series  
Digital Video Recorder

## 1 General

- 1.1. All equipment and materials shall be standard components that are regularly used in the manufacturer's system.
- 1.2. The Digital Video Recorder shall be thoroughly tested in actual use.
- 1.3. The Digital Video Recorder shall be supported with an available toll-free (U.S. and Canada) technical support number from the manufacturer.
- 1.4. The Digital Video Recorder shall carry a manufacturer's warranty of two years covering parts and labor and include a two-year advanced replacement program.

## 2 Digital Video Recorder

- 2.1. The Digital Video Recorder (DVR) shall consist of a high-quality recorder capable of storage and playback of images from 1 to 16 camera inputs at a simultaneous refreshing recording rate of up to 480 images per second (NTSC) at CIF resolution with a CD-RW as standard equipment. The DVR shall possess a watchdog system, triplex operation, Windows® XP Embedded or Windows 2000 operating system with Service Pack 4 with the latest security updates from Microsoft, inputs for external alarms, video motion detection, scheduled back-up onto network attached storage devices. Remote software shall be provided for operation and monitoring via PC. Monitoring shall be provided via LAN/WAN, web and Pocket PC handheld devices.
- 2.2. The DVR shall meet or exceed the following design and performance specifications:
  - 2.2.1. Processor:

60/120 PPS Models:	Intel Celeron®, 2.0 GHz 800 MHz processor, 256 MBPC3200 DDR RAM, and a 10/100 Network Card.
240/480 PPS Models:	Intel Celeron®, 2.8 GHz 800 MHz processor, 256 MBPC3200 DDR RAM, 10/100 Network Card, and a 32 MB VGA card.
  - 2.2.2. Operating System: Microsoft Windows 2000 or XP Embedded.
  - 2.2.3. Recording Modes: Record images continuously, upon motion detection, or according to a time schedule.
  - 2.2.4. Storage: Internal Hard Disk Drive (HDD) storage options to vary in size from 120 GB to 1 TB, depending on model. Up to four cold-swappable removable hard drives are provided. These hard drives shall all have a physical key lock to ensure they cannot be

- c. Preview Function: Using this feature, the operator can search using a 24-hour visual overview of one single camera by separating a 24-hour period into 24 images, each one representing the first second of each hour. The operator will then have the ability to drill down to the search to ten minute increments and then one minute increments by simple double left clicking on a displayed image.
- d. Object/Post Motion Search: Using this feature the operator can search through previously recorded video for motion within an operator defined field.
- e. Graphic Search. Using this search the operator can view recorded video in a 24 hour timeline display. By clicking anywhere on the timeline the video will jump to that moment.

- 2.2.14. PTZ Control: An internal RS-422 connection from which the operator can interface at least 45 different brands of PTZ cameras. The operator has the ability to control the PTZ functions while connected to the digital recorder remotely. The operator shall have the ability to control different brands of PTZ cameras which utilize different protocols with a single digital recorder.
- 2.2.15. Viewing/Recording: Various viewing/recording configurations of full-screen, 4, 7, 9, 10, 13 or 16 cameras.
- 2.2.16. Full-Triplex Operation: Simultaneous playback viewing while recording live images, and backing up recorded images in true multiplex operation.
- 2.2.17. Program Schedules: The operator may choose whether the system will record based upon motion detection or continuously 24 hours a day, seven days a week. Special day preprogramming so recording schedules may be adjusted around holidays and/or special day events. Automatically adjust for Daylight Savings Time changes, with no loss of video when the hour jumps forward or back.
- 2.2.18. Program Modes: Motion event, alarm input, or continuous recording.
- 2.2.19. Hardware Watchdog System: A hardware monitoring (watchdog) system will monitor the systems hardware devices. If the system should ever lockup the hardware monitoring system shall automatically reboot the system.

2.2.20.	Password Protection:	100 different usernames (and passwords) to which specific privileges such as search, setup, PTZ, shutdown, and backup can be assigned. The administrator is capable of hiding any different combination of cameras from each of the users
2.2.21.	Motion Detection:	Built-in motion detection for each camera to start recording or to increase the recording rate of the system.
2.2.22.	Discreet Camera:	User selected camera(s) can be hidden from specific user accounts, yet still record.
2.2.23.	Camera Titling:	Cameras can be customized with operator-defined names. User-defined names are viewable and transferable after proprietary back-up is performed.
2.2.24.	Motion Areas:	Selectable detection area and sensitivity for each camera
2.2.25.	Languages	English.
2.2.26.	Alarm/Motion Activation:	<ul style="list-style-type: none"> <li>a. 16 (eight channel models will have 8) sensor inputs are capable of triggering alarm events or initiating recording.</li> <li>b. Each sensor input has the ability to have a custom user-defined name.</li> <li>c. Ability to set each sensor input as normally open or normally closed</li> <li>d. Pre-alarm recording feature can record up to 60 seconds of video prior to the sensor input being activated.</li> <li>e. A record of all sensor events is provided.</li> <li>f. Automatic adjustment of recording resolutions and recording rates upon the activation of sensor input and/or motion detection</li> </ul>
2.2.27.	Pre-Alarm/Post-Alarm:	A pre-alarm recording feature can record up to 60 seconds of video prior to motion being detected. A post-alarm recording feature can record up to 60 seconds of video after motion has left the motion grid.
2.2.28.	Bandwidth Throttling:	Network throttling of transmitted video is provided.
2.2.29.	Alarm Log History	The Alarm Logs contain event type (Motion / Sensor / Instant), event date, event start and event end time. The Alarm Logs are kept indefinitely or until manually purged.



- 2.2.30. Alarm Outputs: 16 (each model will have 8) dry contact alarm outputs to activate external devices.
- 2.2.31. Motion Activation: Motion detection for each camera. The operator can independently select the camera's motion detection area with the ability to draw up to five different motion detection boxes within the camera's view. The operator can adjust the camera's sensitivity independently.
- 2.2.32. Remote Control: Full remote control operation of pan, tilt, and zoom functions via TCP/IP protocol and RS-422 interface.
- 2.2.33. LAN/WAN Connection: Software and hardware provided for viewing and controlling DVR over the network.
- 2.2.34. Video Quality: High-quality video recording of at least VHS grade compared to the original video; supports NTSC or PAL video.
- 2.2.35. Camera Image Control: Manual adjustment for camera's brightness, contrast and hue independently is available.
- 2.2.36. Color Palettes: Minimum of 32 bit color depth for SVGA monitor.
- 2.2.37. Backup: A CD-RW drive to which the operator may backup video in its proprietary format or in AVI format. Scheduled back-ups are possible including but not limited to a network attached storage device.
- 2.2.38. Remote Back-up: Remote capability for backing up still JPG images, and/or video to his/her local hard disk in AVI or proprietary file format.
- 2.2.39. Hard Disk Drives: Internal removable & field replaceable from 120GB up to 1000 GB. All have an MTBF of 1,000,000 hours.
- 2.2.40. Programming: On-screen programming and operation through a PC keyboard or PS/2 Mouse
- 2.2.41. Software – Remote: Includes Remote Software (connects to one DVR for administrative functions) The remote software shall provide the user with the majority of the functions that the user has locally. The Remote Software shall contain the following capabilities:
- a. Administration privileges. The administrator can add, delete, or update users when connected to the system remotely.
  - b. Allows up to 5 users to simultaneously connect to one digital recorder to view, search, and backup

video. One user at a time may control the PTZ and setup functions.

- c. Contains a hierarchal user format that allows users to with higher privileges to kick users out of PTZ and setup with lower privileges
- d. Use the same user accounts that the digital recorder uses locally.
- e. The operator, using administrator privileges, is capable of administering the systems by remotely making changes to any scheduling options and other recording configurations.
- f. Search functions remotely include the Index Search, the Preview Search, the Graphic Search and the standard date/time search.
- g. The remote software is capable of backing up video in its proprietary format, in a JPG format and in an AVI format as well as printing images to a printer.
- h. The remote software is capable of controlling Pan Tilt Zoom cameras
- i. The remote software is capable of activating Control Outputs on the DVR it is connected to.
- j. The remote software is capable of two way audio connection between itself and the DVR.
- k. The Remote software can play audio with the video.

#### 2.2.42. Software – Multi-Site:

Includes Multi-Site SCS Software for managing greater than 50 DVRs simultaneously. The Multi-Site software shall contain the following capabilities:

- a. Administration privileges. The administrator can add, delete, or update users when connected to the system remotely.
- b. Allows up to 5 users to simultaneously connect to one digital recorder to view, search, and backup video. One user at a time may control the PTZ and setup functions.
- c. Contains a hierarchal user format that allows users to with higher privileges to kick users out of PTZ and setup with lower privileges.
- d. Uses the same user accounts that the digital video recorder uses locally or new accounts can be created locally on the SCS by an administrator

for those who do not have an account on the DVR.

- e. The operator, using administrator privileges, is capable of administering the systems by remotely making changes to any scheduling options and other recording configurations
- f. Search functions remotely include the Index Search, the Preview Search, the Graphic Search and the standard date/time search.
- g. The remote software is capable of backing up video in its proprietary format, in a JPG format and in an AVI format as well as printing images to a printer.
- h. The remote software is capable of controlling Pan Tilt Zoom cameras
- i. The remote software is capable of activating Control Outputs on the DVR it is connected to.
- j. The remote software is capable of two way audio connection between itself and the DVR.
- k. The Remote software can play audio with the video.
- l. The SCS Software is capable of having multiple windows on multiple monitors (up to what Microsoft Windows will allow).
- m. Play live audio and audio within search.
- n. The SCS can connect to 50 or more DVRs.
- o. The SCS can monitor alarms and watch video of the alarms as they occur
- p. The SCS has the ability to create an unlimited number of user-specified collections of cameras on-screen with the ability to name each.

**2.2.43. Software – Backup Viewer:**

Includes Backup Viewer (plays exported video in its proprietary format). The back up viewer shall contain the following capabilities:

- a. Contain all the search options available on the DVR.
- b. Contain all export and print options available on the DVR.

- c. Play video from a CD or other storage location that contains video from the DVR in its proprietary format.
  
- 2.2.44. Software – Emergency Agent: Includes Emergency Agent for alarm management. Emergency Agent (EA) shall contain the following capabilities:
  - a. The EA runs minimized in the system tray until an alarm occurs at which point it will pop up and display video.
  - b. The EA can record alarm events (video and data).
  - c. The EA has the ability to replay older alarms that have occurred.
  
- 2.2.45. Software – Pocket PC: Includes MDVR (Windows CE) for Pocket PC. The MDVR shall contain the following capabilities:
  - a. The MDVR has the ability to connect to a DVR from any device running Windows CE, or Windows Mobile.
  - b. The MDVR can control PTZ cameras.
  - c. The MDVR can view live video from any camera connected to the DVR.
  
- 2.2.46. Software POS/ATM: Optional capability to run Point of Sale/ATM Software. The POS/ATM software shall contain the following capabilities:
  - a. The system has the capability to overlay text from POS systems directly onto the video (using external hardware)
  - b. The operator has the ability to search a segment of video based upon register, type of sale, amount of refund, clerk, time and/or item.
  - c. The operator has the ability to view the recorded details both locally and remotely.
  
- 2.2.47. Digital Zoom: The DVR has the ability to digitally zoom onto an image from within the Search screen.
  
- 2.2.48. Authentication: The DVR has the ability to digitally sign exported AVI and JPG images. A software utility allows a user to authenticate the AVI or JPG images to see if they have been tampered with in any way.

removed during operation. Maximum combined storage capabilities is up to 8 TB (1 TB Internal and 8 TB External). Total RAID 5 combined storage capabilities is up to 41 TB (1 TB Internal and 40 TB External)

- 2.2.5. Signal Format: NTSC/PAL.
- 2.2.6. Resolution: The operator shall be able to assign each channel a different recording resolution including 360 x 240, 720 x 240 and 720 x 480 (NTSC). [60 PPS Model resolutions: 320 x 240, 640 x 240, 640 x 480 (NTSC)].
- 2.2.7. Compression Rates: Image size of 360 x 240 pixels using an average of 3 KB of hard disk space per image at a normal quality setting. Image size of 720 x 240 pixels option using an average of 6 KB of hard disk space per image at a medium quality setting. Image size of 720 x 480 pixels option using an average of 11 KB of hard disk space per image at a high quality setting.
- |                                   |           |           |
|-----------------------------------|-----------|-----------|
| 2.2.8. Frame Rate (480 PPS Unit): | Recording | Live View |
| a. CIF                            | 480 PPS   | 480 PPS   |
| b. 2CIF                           | 240 PPS   | 480 PPS   |
| c. 4CIF                           | 120 PPS   | 480 PPS   |
- |                                   |           |           |
|-----------------------------------|-----------|-----------|
| 2.2.9. Frame Rate (240 PPS Unit): | Recording | Live View |
| a. CIF                            | 240 PPS   | 480 PPS   |
| b. 2CIF                           | 120 PPS   | 480 PPS   |
| c. 4CIF                           | 60 PPS    | 480 PPS   |
- |                                    |         |           |
|------------------------------------|---------|-----------|
| 2.2.10. Frame Rate (120 PPS Unit): | NTSC    | Live View |
| a. CIF                             | 120 PPS | 120 PPS   |
| b. 2CIF                            | 60 PPS  | 120 PPS   |
| c. 4CIF                            | 30 PPS  | 120 PPS   |
- |                                   |        |           |
|-----------------------------------|--------|-----------|
| 2.2.11. Frame Rate (60 PPS Unit): | NTSC   | Live View |
| a. CIF                            | 60 PPS | 60 PPS    |
| b. 2CIF                           | 30 PPS | 60 PPS    |
| c. 4CIF                           | 30 PPS | 60 PPS    |
- 2.2.12. Functions: Operate as a video recorder and full triplex multiplexer.
- 2.2.13. Search Functions:
- a. Search by using fast forward or rewind. Using this feature the operator can search by frame using any number of cameras and have the ability to speed up or slow down the speed of playback using a slow/fast slide bar.
  - b. Index Search: Using this feature the operator can search through previously recorded video based on motion detection, sensor activation or instant record.

## 2.3 Mechanical

- 2.3.1 Mounting EIA-standard 19-inch rack or placed on a shelf or desktop. Rack mounts are included.
- 2.3.2 Connectors
- a. Depending on model, eight or sixteen video camera inputs with looping outputs. These looping outputs also have 75 ohm termination available.
  - b. One 9-pin D-type connectors for the COM 1 port.
  - c. Two 6-pin mini-DIN connectors for a PS/2 mouse and keyboard.
  - d. One 15-pin D-type port for a PC monitor connection.
  - e. One 25-pin D-type port for a printer connection
  - f. One RCA jack for analog monitor output
  - g. One RJ-45 connector for a network connection.
  - h. Sixteen push-in connectors for sensor inputs (Eight channel models will have 8) and 16 push-in connectors for control outputs (Eight channel model will have 8).
  - i. One RS-422 connection.
- 2.3.3 Chassis and Dimensions: 4U rack mountable unit in high performance chassis that must be designed to fit into a 19" EIA rack. 21.5" (L) X 17.5" (W) X 7" (H).
- 2.3.4 Operating Temperature: 32 °F – 149 °F (0 °C – 65 °C).
- 2.3.5 Relative Humidity: 0 ~ 90%.
- 2.3.6 Optical Drive: CD/RW is standard, DVD Multi-Burner is available

## 2.4 Electrical

- 2.4.1 Input Voltage AC 100 ~ 240 V (50/60 Hz).

## 2.5 Remote Client Requirements - Recommended PC Requirements for SCS Multi-Site Use

- 2.5.1 Processor: Dual Intel Pentium 4, 3.4 GHz or equivalent.
- 2.5.2 Memory: 2 GB of RAM.
- 2.5.3 Video Card: AGP VGA with minimum of 256 MB of video RAM.
- 2.5.4 Resolution: 1024 x 768 display, 32-bit color, and DirectX® 8.1

- 2.5.5 Monitor: SVGA or XGA with minimum of 1024 x 768 resolution.
- 2.5.6 Operating System: Windows 2000 (SP4) and Windows XP, DirectX 8.1 or better
- 2.5.7 Internet Explorer: 5.5 or later.
- 2.5.8 Disk Space 500 MB of free space.

**2.6 Certifications**

- 2.6.1 UL and cUL Approved
- 2.6.2 FCC Class 15 subpart B.
- 2.6.3 CE approved.

**2.7 Models**

The digital recorder shall be the following Toshiba models or approved equal:

- DVR8-60-120 Eight inputs, 60 PPS, 120 GB of storage, CD-RW, Removable HDD.
- DVR8-60-250 Eight inputs, 60 PPS, 250 GB of storage, CD-RW, Removable HDD.
- DVR8-60-500 Eight inputs, 60 PPS, 500 GB of storage, CD-RW, Removable HDD.
- DVR8-60-750 Eight inputs, 60 PPS, 750 GB of storage, CD-RW, Removable HDD.
- DVR8-60-1000 Eight inputs, 60 PPS, 1000 GB of storage, CD-RW, Removable HDD.
  
- DVR16-120-120 Sixteen inputs, 120 PPS, 120 GB of storage, CD-RW, Removable HDD.
- DVR16-120-250 Sixteen inputs, 120 PPS, 250 GB of storage, CD-RW, Removable HDD.
- DVR16-120-500 Sixteen inputs, 120 PPS, 500 GB of storage, CD-RW, Removable HDD.
- DVR16-120-750 Sixteen inputs, 120 PPS, 750 GB of storage, CD-RW, Removable HDD.
- DVR16-120-1000 Sixteen inputs, 120 PPS, 1000 GB of storage, CD-RW, Removable HDD.
  
- DVR16-240-120 Sixteen inputs, 240 PPS, 120 GB of storage, CD-RW, Removable HDD.
- DVR16-240-250 Sixteen inputs, 240 PPS, 250 GB of storage, CD-RW, Removable HDD.
- DVR16-240-500 Sixteen inputs, 240 PPS, 500 GB of storage, CD-RW, Removable HDD.
- DVR16-240-750 Sixteen inputs, 240 PPS, 750 GB of storage, CD-RW, Removable HDD.
- DVR16-240-1000 Sixteen inputs, 240 PPS, 1000 GB of storage, CD-RW, Removable HDD.

DVR16-480-120	Sixteen inputs, 480 PPS, 120 GB of storage, CD-RW, Removable HDD
DVR16-480-250	Sixteen inputs, 480 PPS, 250 GB of storage, CD-RW, Removable HDD
DVR16-480-500	Sixteen inputs, 480 PPS, 500 GB of storage, CD-RW, Removable HDD
DVR16-480-750	Sixteen inputs, 480 PPS, 750 GB of storage, CD-RW, Removable HDD
DVR16-480-1000	Sixteen inputs, 480 PPS, 1000 GB of storage, CD-RW, Removable HDD

## 2.8 Upgrade Equipment

HDD-250	250 GB Removable Hard Disk Drive
FLD-UPG1	Field Upgrade Option
HVR-UPG1	Adds 4 IP Camera recording capability to 240/480 PPS models
DVR-R5	Internal RAID 5
16-AUD	16 Channel Audio
4CH-VOUT	4 Channel Analog Output Option
SCSI-UPG	SCSI Card Upgrade
1TBEXT-HDD	1 TB External Drive
4TB EXT R5	4 TB External RAID 5
5TB EXT R5	5 TB External RAID 5
GB NIC	Gigabit Network Card
NP-FM56USB	56 K External Modem
PW-UPS	UPS Power Backup
NP-4PKVM	4 Channel KVM Switch
DVD-UPG	DVD Multi Burner



# ADVANCED TRAINING EDUCATION

surveillix

THIS CERTIFIES THAT

**Jeff Street**

---

HAS SUCCESSFULLY COMPLETED ALL TRAINING AND INSTALLATION  
EXERCISES IN THE SURVEILLIX EVR/DVR

## ADVANCED TRAINING COURSE

*Design • Installation • Training • Support*

**TOSHIBA**

CERTIFIED THIS 18th DAY OF January, 2007



SERGIO COLLAZO • SALES MANAGER



P.O. BOX 4447 • CHARLESTON, WEST VIRGINIA 25364 • PHONE (304) 340-4288

January 17, 2007

State of West Virginia  
Department of Administration  
Purchasing Division, Bldg. 15  
2019 Washington Street East  
Charleston, WV 25305

Please feel free to contact the following references:

Horace Mann Middle School  
4300 MacCorkle Avenue, SE  
Charleston, WV 25304  
Installed Surveillix EVR 32x240x500, 3 Toshiba Wide Dynamic Color Cameras.  
Point of Contact Mickey Blackwell at 304 348 1961

Stonewall Jackson Middle School  
812 Park Avenue  
Charleston, WV 25302  
Installed Surveillix EVR 32x250x1000, 10 Toshiba Wide Dynamic Color Cameras, 4  
Toshiba PTZ Cameras.  
Point of Contact: George Aulenbacher at 304 348-6123

South Charleston Middle School  
400 Third Avenue  
South Charleston, WV 25303  
Installed Surveillix DVR 16x120x250, 7 Cameras.  
Point of contact: Karen Burgess at 304 348-1918

# TOSHIBA



January 18, 2007

Access Systems, Inc  
4108 MacCorkle Ave SE  
Charleston, WV 25304

Dear Sir or Madam:

Thank you for completing the basic and advanced Toshiba Surveillix training. We appreciate your time and attention to detail. For your records, Access Systems, Inc is a trained and authorized Toshiba integration partner with all of the rights to perform installations and warranty systems.

Sincerely,

Christopher A. Musick  
National Sales Manager  
801-358-4768

**Owner Responsibilities:**

- a. DHHR will furnish and install all wired or wireless connectivity to the DVR security system between and within facilities.
- b. DHHR will provide a clean 120 VAC electrical source that is un-switched.
- c. DHHR to provide the "computer" for the video management software.

**Experience and Qualifications:** Vendor's personnel shall have six months experience in providing, installing and training users on security monitoring systems. Vendor must provide written documentation of two previous installation of a similar system which includes detailed description of the systems, its location and contact information for the end-user of the system such as key-user name(s), address and phone numbers.

Vendor shall provide documentation to demonstrate qualifications and authorizations to acquire, install, program, warranty and represent all manufacturers

**Standards:** The successful vendor shall perform all work in accordance industry to standards, which should include but is not limited to the following:

- Underwriters Laboratory (UL);
- The National Electrical Code (NEC);
- Electronic Industry Association (ELA);

**Submittals:** Successful vendor will be required to submit both hard and electronic versions of the following:

- A detailed outline of the installation schedule (within 15 days of award);
- Design schematics and drawings (within 15 days of award);
- Final set of "As-built" schematics and drawings (electronic format, within 30 days of completion);
- 2 sets of the Manufacturers' Operations and Maintenance Manuals (prior to in-service operators training);
- 2 sets of all manufacturer warranties.

**Detailed Technical Specifications:**

The Digital Recording and Transmission System shall consist of three (3) major components:

- a. Digital Servicer
- b. Remote Video Software
- c. Video Management Software

The digital video recorders and transmission system shall be the Honeywell Fusion, 16 Channel, 240IPS, 500 GB HD "or equal".

1. The Digital Video Recording and Transmission System shall utilize the same user interface, regardless of platform, offering compatibility across the entire series. The Digital Recording shall be designed as a security tool to prevent fraud, theft, and general abuse while monitoring ingress, egress and other activities in and around facilities connected to the Department's current ProWatch security system.

2. The user must have the ability to view the recorded details both locally and remotely.
3. The Digital Recording must also interface with existing Nexwatch/Prowatch corporate Software recording all the video details.
4. The Digital Recording shall consist of a digital remote video software, and video management software.
5. The DVR shall be compatible with Local Area Networks (LAN) such as Ethernet, and shall be optimized and designed for Microsoft Windows 2000, offering unparalleled stability, security, and ease of use, allowing the user to fully create and edit all network settings available with Windows 2000.
6. The system will be available for almost any application, the digital servers must be offered in a sixteen (16) input digital server and shall utilize Motion JPEG (MJPEG) image compression, and shall allow the user to adjust the resolution, quality, sensitivity, and number of images per second each camera will record. These adjustments shall be configurable per video input.
7. The digital server, regardless of number of inputs, shall offer a full Gigabyte on board storage hard drive capacity. All hard disks shall be enclosed in a front-loading externally removable and locking drive bay system that includes adequate activity lights and an independent cooling system.
8. The digital server shall have 256 MB of system memory, and the processor shall be a minimum of an Intel Pentium IV "or equal". An internal 10/100 Network Interface card (NIC) and a 32 MB video card shall be standard.
9. The operator shall have the ability to search for a video segment based upon more than fifty (50) default action codes. These codes can be further divided into two (2) groups, critical and non-critical codes. The user must also have the ability to create a unique set of critical action codes based upon the application requirements. The operator shall also have the ability to search for a video segment based upon an action code.
10. The digital server shall have the ability to easily backup important video to an internal or external media location, or an attached network storage device. The unit must not stop recording during the backup process, and to ensure the integrity of data, the digital server shall use a proprietary compression format that can only be read by the digital server's backup program; no other viewer can read the video when backing up the video to CD, the unit shall include the ability to record the video on to multiple CDs, automatically prompting the user to insert the next CD when the previous CD is full.
11. The digital server shall include backup viewer software, allowing the user to playback the exported video in its proprietary format on a PC. The backup viewer must have essentially the same search features as the digital server's software.
12. The digital server shall use the Direct CD software suite, allowing the unit to use a CD-RW just as it would any other drive attached to the unit. The Direct DC software suite shall be included with all units.

13. A TV Out card must be included with the digital server to provide four analog video outputs on the back of the unit. The outputs shall be programmable to sequence through any number of cameras, and the operator shall have the ability to temporarily stop the defined sequence and manually select a camera to the output. The sequence must be easily reactivated by simply enabling the sequence again.
14. The digital server must include an Alarm log to record and display information pertaining to alarm events, an Event log to record and display information pertaining to user logins, digital server reboots, and other related information, and a System log to record/display hardware information pertaining to scan disks, system recording successes and failures, and other related information. The user shall have the ability to export the log information in one (1) week increments.
15. The digital server shall include a User Management console, which allows the user to create, edit, and delete user accounts. Each account can be assigned different privileges that limit the usage of the system.
16. The digital server shall include a hidden camera feature, which allows an administrator to hide certain cameras from a user. The camera must still be recorded, but the user will not be able to view the cameras in live or search mode.
17. A Gigabyte 10/100/1000 network interface adapter shall be available from the manufacturer to transfer data up to ten times faster than the standard fast Ethernet Network Interface Card (NIC) included with the digital server.
18. The sixteen (16) input digital server shall include sixteen (16) sensor inputs, for use with devices such as motion detectors, glass breakage alarms, door and window sensors, etc. The operator shall have the option of displaying a sensor status bar on the main display screen.
19. The DVR shall include the capability of recording either two (2) or four (4) channels of "Line-In" type audio.
20. The digital server shall allow for user definable, descriptive camera names of up to fourteen (14) alpha-numeric characters. To optimize the clarity and detail of recorded video, the digital server shall have the ability to adjust each video input's brightness, contrast, and hue. The user must be able to easily return the video settings to the system's default, either individually or all at once.
21. The digital server shall incorporate advanced video motion detection, including the ability to create five (5) motion detection regions, with adjustable sensitivity, per video input, utilizing "click and drag" of the system mouse. Each region must be resizable by dragging the sides and/or corners, and the operator shall have the ability to move each region of displaying the associated video anywhere within the setup area. The user must be able to easily remove all motion regions from the setup area. When motion occurs in programmed detection region, a colored box shall be displayed on the main screen around the region where the motion occurred.
22. The DVR shall include the ability for pre-alarm and post-alarm recording, which must record video for a specified time before and/or after a motion or sensor alarm has occurred. The time period must be selectable from one (1) to sixty (60) seconds, and must be individually programmable for both motion and sensor alarm inputs.

23. The DVR shall incorporate a "Regular Interval Recording" feature, allowing the unit to record a single frame every few seconds, every few minutes, every few hours, etc to show that the unit is still functioning even when motion is not taking place. The amount of time must be user programmable. This feature shall only work when motion recording or sensor recording is selected.
24. The digital server shall include intensive recording, which allows the programmer to increase the pictures per second and the resolution of any camera when a sensor alarm event occurs. When activated, the resolution of the remaining cameras not in alarm shall immediately be reduced to the lowest resolution setting, and the pictures per second rate set to the user-specified level. The operator must have the ability to specify the amount of time to keep the intensive recording function activated once an alarm has ended, and if additional alarm events occur, they must not replace the original alarm until it has been deactivated.
25. The digital server must include a video loss alarm function to allow an alarm event to occur when a camera loses a signal for any reason (e.g. power failure, cable being cut, camera damage, etc.) When a video loss event occurs, the operator shall have the option to enable an alarm beep utilizing the internal speaker of the digital server, and/or activate an alarm output.
26. The digital server must include emergency agent software to stream video across a LAN to a client PC when an alarm is detected on the unit. The operator shall have the ability to stop, play forward and backward, frame-by-frame or real speed, the video that streams across. The program shall automatically load at startup and appear in the taskbar. It must constantly monitor for a signal from the digital server, and when an alarm signal is detected, an emergency agent-viewing window must open and start playing the video from the camera associated to the alarm. An alarm beep must also be activated to alert the user. The emergency agent image viewer shall also allow the user to search through past events that have been recorded on the client PC. To increase the amount of pertinent video that is saved by the digital server, and to keep it for a longer period of time, the operator must have the ability to utilize recording schedules. For general installations, pre-defined schedules with basic configurations shall be standard.
27. Up to thirty-two (32) user-definable recording schedules to maximize the recording efficiency of the digital server must also be available. Each of the digital server's thirty-two (32) detailed customized schedules shall allow the operator to "link" camera(s) and relay output(s) activation to particular sensor input(s). The schedules can be activated by date/time, motion alarms, and/or sensor input(s). Advanced option must also be available that allows the user to send alarm events, either motion or sensor activated, to the remote emergency agent software or the video management software.
28. Instant recording must be available to manually start a camera recording, superceding the current schedule. This recording shall be started on the desired video image, and the video must be identified as a manual start. When this manual recording is activated, it must automatically flag the specific video so that an index search can be performed at a later date for easy retrieval.
29. The digital server shall incorporate an internal RS-422/RS-485 adapter, with the ability to control multiple pan/tilt/zoom (PTZ) cameras. Depending on the camera model, control must include multiple pan, tilt, zoom and focus speeds, iris control (including return to auto-iris), focus control (including return to auto-focus), programming presets, and viewing presets. When an operator places the mouse pointer directly over a preset, the associated preset title must be displayed on the

screen.

30. The digital server shall support a minimum of thirty-five different protocols. The digital server shall include on-screen play controls to playback the recorded video frame by frame (either forward or reverse), or play at normal speed (either forward or reverse).
31. An on-screen hour/minute slide control bar should also be available to allow the operator to select the hour and minute of the desired video. The slide bar should be controlled either by clicking and dragging the slider, or using the wheel on the manufacturer supplied mouse.
32. The digital server shall offer on-screen brightness controls to brighten up an image to get more detail, zoom controls to allow the user to digitally zoom in on an image, and speed controls to increase or decrease the playback speed. When recording images with extensive motion using 720x480 resolution, the unit shall offer the option of interweaving two frames to create a smooth detailed image, alleviating the "digital blur" that can interfere with the quality of the video when recording high speed moving images.
33. The digital server shall include a time synchronization option, allowing a single channel of video to playback in real-time, regardless of the speed in which the video was recorded or the number of cameras playing at the same time.
34. The digital server shall allow the operator to perform an index search based upon motion detection sensor view multiple windows simultaneously.
35. The video management software must allow remote audio on both live and retrieval modes. To allow users to quickly identify alarm zones and view the associated video, the software shall be capable of imported maps and associating cameras and sensors to locations on the maps, with the capability to import an unlimited number of maps. The video management software's network back up feature shall allow the operator to select the video to be saved and the location of where to save it. The software must include a status bar to indicate the progress of the backup.
36. The video management software shall have several options to allow the operator to search through and find a particular section of video. The options must include preview search, a search option that allows the user to narrow down recorded video in a 24-hour period, displaying one image for each hour of the day. When the image is selected, the hour chosen must then be broken down into six (6) images, one image for every ten (10) minute increment. When an image is again selected, ten (10) images are displayed, one for every minute within the ten (10) minute period. The selected image can then be applied to the main search. The video management software must allow the operator to export single images in the JPEG file format and save video clips in the AVI file format. This shall allow compatibility with any PC that supports these file formats.
37. The video management software shall incorporate a log to keep track of when the software was opened and closed and who logged in and out.
38. The software must also utilize an alarm log to allow the user to view different types of alarms coming into the system. Operator can access the alarm log and search the video of the associated digital server, camera, and time related to the event.



39. The video management software shall log all alarm events within the available associated video. Up to fifty of the most recent events shall be viewable as on-screen thumbnail images. The operator must have the ability to set the number of thumbnails and the display size. Up to nine display sizes must be available.
  
40. The video management software shall include a health information window to view the health of units connected to the software. The window shall provide all the collected information related to the health of a unit at any given point of time. This information can be used to track data usage or monitor the stability of a unit over time to determine if components are in need of replacing before a critical failure. Upon a warning or failure of any health attributes on the unit, the video management software must display an icon indicating the type of error that occurred.

**Background:**

The West Virginia Department of Health and Human Resources occupies an office building at 350 Capitol Street and a parking garage at 500 Capitol Street in Charleston, WV. The office building is approximately 227,000 square feet and houses approximately 1,100 staff. The eight level parking garage can accommodate over 1,000 vehicles.

Activities in and around these facilities are monitored by 68 closed circuit cameras which are positioned to view both vehicular and pedestrian entrance/exits, elevator cars, stairwells, parking bays, walkways and perimeters. Cameras consist of both stationary and remote controlled pan, tilt and zoom cameras. Other remote controlled cameras are planned in the future along with other buildings.

A key component to these facilities' security is the use of controlled access using proximity readers at key points and a manned security office in the main lobby where camera views and access screens are monitored.

Access control, alarms, and doors statuses are controlled and monitored using a recently upgraded system provided by ProWatch® - a brand name offered by Honeywell Integrated Systems. The current security system uses the Corporate Edition software, which allows for the integration of nearly all our security needs in one complete system operating on the department local area network.

This agreement constitutes the entire agreement between the parties, and there are no other terms and conditions applicable to the licenses granted hereunder.

Agreed

Renee L Chandler 4/17/07  
Signature Date

\_\_\_\_\_  
Signature Date

Account Rep  
Title

\_\_\_\_\_  
Title

Access Systems  
Company Name

\_\_\_\_\_  
Agency-Division

**A F F I D A V I T****West Virginia Code §5A-3-10a states:**

No contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and the debt owned is an amount greater than one thousand dollars in the aggregate

**DEFINITIONS:**

"Debt" means any assessment, premium, penalty, fine, tax or other amount of money owed to the state or any of its political subdivisions because of a judgment, fine, permit violation, license assessment, defaulted workers' compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued thereon.

"Debtor" means any individual, corporation, partnership, association, limited liability company or any other form or business association owing a debt to the state or any of its political subdivisions. "Political subdivision" means any county commission; municipality; county board of education; any instrumentality established by a county or municipality; any separate corporation or instrumentality established by one or more counties or municipalities, as permitted by law; or any public body charged by law with the performance of a government function or whose jurisdiction is coextensive with one or more counties or municipalities. "Related party" means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceeds five percent of the total contract amount.

**EXCEPTION:**

The prohibition of this section does not apply where a vendor has contested any tax administered pursuant to chapter eleven of this code, workers' compensation premium, permit fee or environmental fee or assessment and the matter has not become final or where the vendor has entered into a payment plan or agreement and the vendor is not in default of any of the provisions of such plan or agreement.

**LICENSING:**

Vendors must be licensed and in good standing in accordance with any and all state and local laws and requirements by any state or local agency of West Virginia, including, but not limited to, the West Virginia Secretary of State's Office, the West Virginia Tax Department, West Virginia Insurance Commission, or any other state agencies or political subdivision. Furthermore, the vendor must provide all necessary releases to obtain information to enable the Director or spending unit to verify that the vendor is licensed and in good standing with the above entities.

**CONFIDENTIALITY:**

The vendor agrees that he or she will not disclose to anyone, directly or indirectly, any such personally identifiable information or other confidential information gained from the agency, unless the individual who is the subject of the information consents to the disclosure in writing or the disclosure is made pursuant to the agency's policies, procedures and rules. Vendors should visit [www.state.wv.us/admin/purchase/privacy](http://www.state.wv.us/admin/purchase/privacy) for the Notice of Agency Confidentiality Policies.

Under penalty of law for false swearing (West Virginia Code, §61-5-3), it is hereby certified that the vendor acknowledges the information in this said affidavit and are in compliance with the requirements as stated.

Vendor's Name: Access Systems

Authorized Signature: Gene L. Chandler Date: 1/17/07