



DENVER
THE MILE HIGH CITY

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Date: August 28, 2013

ADDENDUM NO. 01
REQUEST FOR PROPOSAL NO. 0790A
OFFENDER MONITORING PRODUCTS, SERVICES, SOLUTIONS

The above referenced Request for Proposal is hereby amended as follows:

SCHEDULE OF EVENTS

• RFP Issued	August 5, 2013		
• Deadline to Submit Additional Questions	August 15, 2013	5:00 P.M.	Local Time
• Response to Written Questions	August 28, 2013		
• Proposal Due Date	September 20, 2013	5:00 P.M.	Local Time

Updated Section C: SCOPE OF WORK AND TECHNICAL REQUIREMENTS, This updated scope of work replaces and supersedes in its entirety Section C of the Original RFP document.

The following questions and their answers are hereby incorporated into and made part of this Request for Proposal:

(Q) QUESTIONS and (A) ANSWERS

Question from:

Q1. Who are the current awarded vendors for the US Communities Government Purchasing Alliance?

A1. ***This is the first U.S. Communities Offender Monitoring Solicitation, there are no current vendors.***

Q2. As it relates to the Local Staffing Plan on page 11, we understand that if awarded, we will need to have a local representative on the ground. The hiring of that individual would not take place until the award is made; can the response to this requirement exclude the name of the personnel assigned?

A2. ***Yes.***

Q3. Who is the current vendor for RF?

A3. ***BI Incorporated.***



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Q4. What is the daily rate for active RF units?

A4. ***\$1.93 (land line) and \$3.75 for (cellular).***

Q5. What is the daily rate for shelf RF units?

A5. ***\$1.19 (landline with 30% spares) and \$3.10 (cellular with 16 spares).***

Q6. What model RF system do you currently use?

A6. ***BI HG200 and HG206.***

Q7. What is the average active population on RF technology?

A7. ***From 1/1/13 through 5/31/13, the daily average was 176 clients (landline) and 61 clients (cellular).***

Q8. What percentage of the active RF units are cellular and what percentage of active RF units are land line based units?

A8. ***74% landline and 26% cellular.***

Q9. How many land line phone lines (if any) did the vendor have to install during the last contract year?

A9. ***None.***

Q10. How many pieces of RF technology were lost during the last contract year?

A10. ***CCD staff internally tracks lost units and continuously pursues recovery of lost units. In 2012, CCD records indicate 10 lost (HG200) and 6 lost (HGR206). In 2013, through 8/21/13, CCD records indicate 18 lost (HG200) and 26 lost (HGR206). Note: some recently "lost" units are pending return from a client's residence and/or retrieval from a correctional/detention facility. The units are recorded as "lost" because they are not currently on the shelf, however will be retrieved in the near future.***

Q11. How many pieces of RF technology were damaged during the last contract year?

A11. ***Unknown...we currently do not pay for damaged units so it is not tracked since the unit can be sent back to the vendor.***

Q12. Who is the current vendor for alcohol both in home and transdermal?

A12. ***Primarily AMS and we also can utilize BI, Inc if necessary. We also currently utilize the InHom unit with SmartStart.***

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Q13. What model(s) of alcohol units do you currently use?

A13. *AMS ScramX, SmartStart InHom Cellular, and BI TAD and Sobriotor.*

Q14. What is the daily rate for in home alcohol testing and transdermal testing?

A14. *\$3.55 per day for ScramX, \$20.00/mo plus \$1.00 per day if monitored for wireless rental. \$7.00 per day TAD and \$8.00 per day for TAD/RF plus \$1.37/day for wireless base, \$2.95 per day for Sobriotor. We currently have only a MOU in place for the SmartStart InHom device...the client pays directly to SmartStart at \$99.00 per month.*

Q15. What is the daily rate for shelf for in home alcohol testing and transdermal testing?

A15. *\$1.65 for Sobriotor (20% spare allowance), \$4.85 for TAD (3 spares), Rent ScramX bracelets at \$55.00/mo. SmartStart provides equipment as needed to program...no charge for shelf units.*

Q16. What is the average active population of each method of alcohol testing-in home and transdermal?

A16. *From 1/1/13 through 5/31/13, the daily average was 44 clients for in home testing, 189 clients for transdermal and 56 clients for transdermal/RF.*

Q17. What percentage of in home alcohol testing is cellular and what percentage of in home alcohol testing is land line based?

A17. *All units are cellular.*

Q18. How many land line phone lines (if any) did the vendor have to install during the last contract year for in home alcohol testing equipment?

A18. *None.*

Q19. How many pieces of in home alcohol testing equipment were lost during the last contract year?

A19. *Unknown...we do not track this information.*

Q20. How many pieces of in home alcohol testing were damaged during the last contract year?

A20. *Unknown...we do not track this information.*

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Q21. Who is the current vendor for one piece GPS?

A21. ***BI Incorporated.***

Q22. What is the daily rate for active one piece GPS?

A22. ***Three different plans: \$4.95, \$5.70 and \$5.95.***

Q23. What is the daily rate for shelf for the one piece GPS?

A23. ***\$3.95 (with 21 spare allowance).***

Q24. What model one piece GPS do you currently use?

A24. ***ET1.***

Q25. What is the average active population using one piece GPS technology?

A25. ***From 1/1/13 through 5/31/13, the daily average was 101 clients.***

Q26. What percentage of one piece GPS units are cellular and what percentage of one piece GPS units are land line based units?

A26. ***All units are cellular.***

Q27. How many land line phone lines (if any) did the vendor have to install during the last contract year for one piece GPS technology?

A27. ***None.***

Q28. How many one piece GPS units were lost during the last contract year?

A28. ***CCD staff internally tracks lost units and continuously pursues recovery of lost units. In 2012, CCD records indicate 10 lost (ET1). In 2013, through 8/21/13, CCD records indicate 40 lost (ET1). Note: some recently "lost" units are pending return from a client's residence and/or retrieval from a correctional/detention facility. The units are recorded as "lost" because they are not currently on the shelf, however will be retrieved in the near future.***

Q29. How many one piece GPS units were damaged during the last contract year?

A29. ***Unknown...we currently do not pay for damaged units so it is not tracked since the unit can be sent back to the vendor.***

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Q30. Who is the current vendor for two piece GPS?

A30. *We currently do not have a contract in place for this technology.*

Q31. What is the daily rate for active two piece GPS?

A31. *Two Piece units are not used by the City and County of Denver, However, these may be used by other Participating Public Agencies.*

Q32. What is the daily rate for shelf for two piece GPS?

A32. *N/A.*

Q33. What model of two piece GPS do you currently use?

A33. *N/A.*

Q34. What is the average active population using two piece GPS technology?

A34. *N/A.*

Q35. Will any other industry proven and accepted frequency range other than above 900 MHz (page 29, Item 6) be accepted by the City and County of Denver?

A35. *Yes.*

Q36. What percentage of two piece GPS units and cellular and what percentage of two piece GPS units are land line based units?

A36. *N/A.*

Q37. How many land line phone lines (if any) did the vendor have to install during the last contract year for two piece GPS technology?

A37. *N/A.*

Q38. How many two piece GPS units were lost during the last contract year?

A38. *N/A.*

Q39. How many two piece GPS units were damaged during the last contract year?

A39. *N/A.*

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Q40. Who is the current vendor for voice tracking and voice verification?

A40. *Voice tracking and voice verification are not currently used by CCD, but we are looking to possibly use in the future.*

Q41. What is the daily rate for voice tracking and voice verification?

A41. *N/A.*

Q42. What is the average population using voice tracking and voice verification technology?

A42. *N/A.*

Q43. How many land line phone lines (if any) did the vendor have to install during the last contract year for voice verification and voice tracking?

A43. *N/A.*

Q44. Who is the current vendor for RF with alcohol testing?

A44. *AMS and BI Incorporated.*

Q45. What is the daily rate for RF with alcohol testing?

A45. *\$3.55 for ScramX plus \$1.00 for the wireless device if needed. \$8.00 per day for TAD plus \$1.37 for the wireless base if needed.*

Q46. Does the current vendor provide an on-site technician? If so, how many and what hours do they work?

A46. *The City and County of Denver does not anticipate the needs for this service. The service is included for other Participating Public Agencies utilizing this contract.*

Q47. Does/Will the installer share office space in your facility?

A47. *See Answer 46.*

Q48. Does the City and County of Denver expect this program to maintain the current population or grow?

A48. *Based on prior year stats, we are currently projecting approx 10 % growth.*

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Q49. If population growth is anticipated, what is the estimated daily average of active offenders for each type of technology?

A49. ***261 RF, 111 GPS, 48 In home alcohol testing, 208 Trandermal and 62 Trandermal/RF.***

Q50. Please confirm that a vendor can respond to a subset of the requested products and/or services listed in C.1.

A50. ***No, we encourage vendors with a strong offering in one or more categories, to explore possible joint ventures with companies that can complete an offer.***

Q51. If yes to #50, is 'N/A' acceptable for any subsections of the general requirements that do not apply based on the products/services being proposed?

A51. ***See Answer 50.***

Q52. If yes to #50, Will the Agency / US Communities make multiple awards by product / service?

A52. ***No. The goal of this solicitation is to find the best overall vendor for the services requested.***

Q53. If multiple awards are made for a product/service, will there definitely be a primary and secondary designation or could there simply be multiple qualified vendors with the final decision left to the participating agencies?

A53. ***See Answer 52.***

Q54. How do we mark things confidential (i.e. audited financials and/or proprietary technology) and do we need to submit a redacted copy for public posting?

A54. ***Please refer to Section B.18 "Disclosure of Contents of Proposals" for instructions.***

Q55. Page 15; B.15
Please provide more detail on the evaluation of (a) Technical proposals and (b) Pricing proposals. For example, the maximum number of points awarded for different sections of both proposals.

A55. ***Per City and County of Denver procedures, we do not release the scoring criteria until the execution of a signed contract. After the execution of a signed contract the Purchasing Division can release the scoring details and criteria.***

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Q56. Page 18; C.1
Please clarify if bidders must bid on each type of monitoring (GPS, RF, Voice/Video/Alcohol, services) AND each piece of monitoring equipment (one-piece GPS device, two-piece GPS device, RF device, Video/Voice monitoring, breath alcohol monitoring unit, continuous alcohol monitoring unit, continuous alcohol monitoring unit with RF capability and Message/Day Reporting). Please clarify if it is possible for bidders to bid on only certain equipment and services.

A56. *The City and County of Denver is looking for the best equipment in Offender Monitoring. We will evaluate all full proposals submitted. Please see Answer 50.*

Q57. Page 25; C.2.f
Please clarify if the bidder can assign inventory management responsibilities to one of its equipment installation technicians.

A57. *CCD will not require an installation technician except possibly during a transition period. A web base inventory management system where CCD staff can access inventory (active, pending shipment, lost, etc) would be ideal. Additionally, communication with an identified and qualified vendor staff member is desired. It is unknown as to what other Participating Public Agencies will require.*

Q58. Page 28; C.3.a.; 5.
Please explain what types of messages the City's staff need to send to the offender on command.

A58. *Of interest is messages involving exclusion zone violations, low battery, equipment tampers, curfew violations, Cell and GPS loss, reporting needs, appointment reminders, and officer contact request.*

Q59. Page 36; C.5.b.
Please clarify if the Message/Day Reporting system is automated process or if live bidder employees question the offender. Please provide some examples of the types of questions asked of offenders.

A59. *CCD currently does not have a system in place; however we are interested in a system able to make appointment and court reminder calls to the clients, along with address, phone number, etc verification/updates and possible curfew checks.*

Q60. Page 45; C.9.d.; 3.
Please clarify if the City prefers offenders to receive notification about zone violations. If so, please clarify how the City prefers offenders to be notified.

A60. *CCD would desire monitoring equipment that can provide different client notification for each individual zone (ie: scripted voice message to the client for known zone violations and no client message for unknown zone violations).*

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Q61. Page 46; C.9.f.; 8.

We need clarification on several aspects of this item.

Please clarify if the City has an existing offender-pay program. Please clarify if the City expects the bidder to provide an offender-pay component to the equipment and services listed in the solicitation.

If so, please clarify if the bidder is expected to collect payment from the offender and what consequences will the offender receive for non-payment. Please also clarify if offenders can be required to prepay for a certain period of time, for example two weeks, at the time of installing equipment.

A61. *This vendor response is primarily geared to an explanation of how an agency can develop a pricing model with the offered equipment. Please explain how an agency (such as City and County of Denver) could develop a pricing structure for offenders if awarded your equipment.*

Q62. Page 48; Cost Proposal; a. – g.

This list of equipment does not include Message/Day Reporting, but the solicitation includes specifications for this type of service. Please clarify if this falls under item g. Related Products, Services and Solutions.

A62. *Day Reporting does fall under Item g.*

Q63. Page 49; Cost Proposal; 2.

We need clarification on several aspects of this item.

(a) Please explain where installations will take place if the City chooses for the contractor to install equipment.

(b) Please clarify who removes the equipment from the offender.

(c) Please clarify if the City will provide office space where installations can happen.

(d) Please provide the hours and days of the week equipment must be installed.

(e) If the contractor is responsible for removing equipment, please provide the hours and days of the week equipment must be removed.

(f) If possible, please explain under what condition(s) will determine if the City uses a bidder's equipment installation service.

A63. *Cost Proposal 2 is intended for the national contract and not specifically to the City and County of Denver, as such, the City will not require these services at this time.*

Q64. On page 12, the Technical Proposal requires a signed and unaltered version of the US Communities Purchasing Alliance agreement. Since agreements of this nature are frequently discussed and modified by the mutual consent of the involved parties, if there are terms in that agreement that preclude a vendor from responding to this Request, will the City consider allowing the agreement to be negotiated and modified if needed?

A64. *No, the Administration Agreement must be signed, unaltered as a part of your bid response . Any exceptions will be cause for disqualification.*

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Q65. Section C.2. refers to requirements that may not be applicable to all categories (e.g. C.2.f. INVENTORY is not applicable to category of Voice Tracking and Verification as described in C.5). How should such requirements be addressed in the response?

A65. *Please address in your proposal the sections that require inventory.*

Q66. What are the current risk level definitions used by the City? How many cases are currently classified at each risk level?

A66. *For the Pretrial population, by utilizing the Colorado Pretrial Assessment Tool (CPAT), a pretrial risk level is identified and the higher risk Defendants are recommended to and usually placed on technology. (On 8/21/13, 148 GPS, 37 RF, and 77 CAM Pretrial Defendants were on the program). Lower risk Pretrial Defendants are usually not recommended to or placed on technology. CCD currently does not have a risk level assessment in use for our post conviction population.*

Q67. Page 6, section A.1.c, the third paragraph refers to “The City and County of Denver acting as the ‘Contracting Agent’”. Page 7, under section A.1.h. Evaluation of Proposals, states that proposals will be evaluated by the “Lead Public Agency”. Would the City please clarify if “The City” and “County of Denver” is also to be considered the “Lead Public Agency”?

A67. *The City and County of Denver is the Lead Public Agency on this solicitation.*

Q68. As there are only five business days between the posted response to written questions date (Wednesday, August 28, 2013) and the proposal due date (Friday, September 6, 2013), which accounts for the Labor Day holiday, we respectfully ask the City consider extending the due date two weeks to allow for appropriate changes to be made in consideration to the City’s response to questions.

A68. *See new “Schedule of Events” above.*

Q69. Per the Administration Agreement, Page 91, section (iv), Supplier’s Options in Responding to a Third Party Procurement Solicitation, states “ (A)...Supplier may make the Master Agreement available to the Public Agency as a comparison to its solicitation responses.”

Question: As all of the services currently in use by the City and County of Denver’s Electronic Monitoring program are available on an existing Master Agreement, would the City forego the cost and labor associated with this procurement and consider executing a participating addendum to the WSCA-NASPO contract 00212 for Electronic Monitoring of Offenders? Note: The State of Colorado and its political subdivisions are a participating entity in a recently awarded cooperative purchasing Master Agreement for offender monitoring products, services and solutions; WSCA-NASPO (Western States Contracting Alliance is a purchasing arm of the National Association of State Procurement Officials) Contract 00212 Electronic Monitoring of Offenders.

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A69. *The City and County of Denver has elected to solicit proposals on behalf of U.S. Communities for itself and all other Participating Public Agencies who elect to utilize the Master Agreement. We are looking for a single provider of the services in this proposal.*

Q70. Per the Administrative Agreement, Page 90 section (b) Pricing Commitment – (iii) – Deviating Buying Patterns – states “Supplier may interact with a Public Agency that has a buying pattern or terms and conditions that considerably deviate from the normal Public Agency buying pattern and terms and conditions and causes the Supplier’s pricing under the Master Agreement to be higher than an alternative contract held by Supplier. This could be created by a unique end user preference or requirements. In the event that this situation occurs, Supplier may address the issue by lowering the price under the Master Agreement on the item(s) causing the large deviation for that Public Agency. Supplier would not be required to lower the price for other Public Agencies.” The RFP further states on page 13, section B.10 “The City welcomes cost saving proposals which still satisfy all technical and business objectives.”

Question: As an incumbent Supplier to the City and County of Denver for offender monitoring products and services, existing price points provided to the City are representative of buying pattern and terms and conditions that considerably deviate from our normal Public Agency buying pattern and terms and conditions. (Note: As the City has been contracted with <Vendor Removed> since 2004 and owns a considerable percentage of their inventory, <Vendor Removed> is uniquely qualified to meet US Communities’ deviating buying patterns criteria.) In an effort to avoid an increase in cost to the City, would the City accept two price proposals as follows:

Lead Agency Pricing for the City, which represents a Public Agency that has a buying pattern or terms and conditions that considerably deviate from the normal Public Agency buy pattern and terms and conditions, and

Master Agreement pricing representative of the lowest overall available pricing (net to customer) on Product and Services that we offer to Public Agencies.

A70. *Proposer should consider including as a part of its response tiered national pricing based on criteria that is most advantageous to the Proposer, the City and to Participating Public Agencies, i.e. if Participating Public Agency has existing Proposer inventory, additional discounts apply. If circumstance is truly a deviated buying pattern, Proposer must clearly describe and justify the deviated buying pattern and must be willing to give the same pricing to others with similar deviated buying patterns. Unsubstantiated deviated buying patterns will not be accepted and will be evaluated accordingly.*

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- Q71. Page 36, Section C.6 VIDEO AND/OR VOICE BREATH ALCOHOL MONITORING: The title of this section refers to Video and/or Breath Alcohol Monitoring device(s) specifications. Currently, there is only one breath alcohol monitoring product in existence that works by “comparing an offender’s voice to a voice print, or digitized representation of the offender’s voice.” Also, while there are no specifications listed regarding “Video” Breath Alcohol Monitoring, there is also only one type of breath alcohol monitoring product in existence that works using “Video” verification.
Question: In the interest of fair and open competition, we respectfully ask the City to replace “VIDEO AND/OR VOICE” with “Remote Breath Alcohol Monitoring”.

A71. *See Updated “SCOPE OF WORK AND TECHNICAL REQUIRMENTS”.*

- Q72. Page 37, Section C.6 VIDEO AND/OR VOICE BREATH ALCOHOL MONITORING, item #2 states:
“The Proposer’s system shall meet the following requirements:
2. Shall work by comparing an offender’s voice to a voiceprint, or digitized representation of the offender’s voice.
3. Shall allow instant audible voice verification voice replay sessions via internet.
35. The unit will utilize proximity sensors to detect when the unit is removed from the face of the offender.”

Question: As only one product in existence meets the specifications above, we respectfully ask the City to remove specifications 2, 3 and 35 in section C.6 from the RFP. In replacement, the City could include the following “Breath alcohol device shall provide an accurate means of identifying the person submitting the breath test is the enrolled participant. Please describe how Supplier’s product accomplishes this.”

A72. *See Updated “SCOPE OF WORK AND TECHNICAL REQUIRMENTS”.*

- Q73. Page 38, section C.6 item 22 states: “The unit must connect to the telephone network with a standard RJ11-C jack. A telephone cord and modular plug must be provided with the unit at no additional cost to the City.” However, page, 37, of section C.6 item 14 states: “The unit must be directly connected to the offender’s home phone line, or through an optional Cellular Receiver, to report events and alerts to the contractor’s central monitoring computer.”

Question: As most current breath alcohol devices on the market today utilize cellular technology as their primary means of communication, we respectfully ask that item #22 either be removed or amended to read “...with a standard RJ11-C jack or through cellular communication.”

A73. *See Updated “SCOPE OF WORK AND TECHNICAL REQUIRMENTS”.*

- Q74. Page 40, Section C.7.a. TRANSDERMAL (10) states, “At a minimum, the transmitter must detect, record, and (alert) City staff for the following: low battery, unit must be returned for recalibration, alcohol event, equipment tamper, no motion and curfew violation (if paired with an optional receiver)”. Systems with “no motion” alerts are

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typically equipped in order to substantiate often inadequate equipment tamper detection mechanisms.

Question: Currently, there is only one transdermal alcohol monitor available with “no motion” detection. In the interest of fair and open competition, we respectfully ask that the words “no motion” be removed from section C.7.a item #10.

A74. *See Updated “SCOPE OF WORK AND TECHNICAL REQUIRMENTS”.*

Q75. Page 78, section (vii) Supplier Content, states, “...Supplier hereby grants U.S. Communities and its affiliates a non-exclusive, worldwide, perpetual, free, transferrable, license to reproduce, license, modify, distribute, publically perform, publically display, and use Supplier Content in connection with U.S Communities websites and for general marketing and publicity purposes, with the right to sublicense each and every such right.”

Question: Will U.S. Communities please clarify what the right to modify content might entail? i.e. How will they modify and will any approval process from the Supplier be granted?

Question: If Supplier is to allow modifications to Supplier Content by US Communities, will an approval process be granted to prevent significant modifications to content being made that could deviate from Supplier’s intended use of content? i.e. positioning, product use, target customer base.

Question: Will U.S. Communities please define “the right to sublicense each and every such right?”

A75. *U.S. Communities displays Supplier Content in, among other places, routine marketing collateral and its internet sites. Although not anticipated, it is possible that certain Supplier Content would need to be modified in order to fit appropriately in such marketing collateral or web pages. U.S. Communities does not intend to modify a Supplier’s content in any way that deviates from the intended use of such content which would be directed towards all entities that are eligible to utilize the U.S. Communities program and contracts. U.S. Communities retains the right to sublicense Supplier’s Content simply for the purpose of utilizing certain third parties in connection with the promotion and marketing of the U.S. Communities programs and contracts.*

Q76. Page 87, G.6, ADMINISTRATION AGREEMENT, states “WHEREAS, U.S. Communities has the administrative and legal capacity to administer purchases under the Master Agreement to Participating Public Agencies;”

Question: Will Supplier have right of final approval on purchases initiated and administered by U.S. Communities prior to execution?

A76. *U.S. Communities is responsible for marketing and administering the Master Agreement. All sales and purchasing transactions are between the Participating Public Agency and the Supplier.*

Q77. As there are a large number of questions around the interpretation terms, conditions and specifications of the RFP, would the City agree to host a mandatory pre-bid conference to

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allow interested Suppliers the opportunity to discuss the procurement in more detail with members of the City and its offender electronic monitoring program? As this is U.S. Communities first issuance of an offender electronic monitoring Master Agreement and they have afforded pre-bidders conferences on other Master Agreement procurements, it would provide both the City and the Suppliers a more effective forum to address the RFP prior to bid submission.

A77. Since no oral communication is binding, the City and County of Denver has elected to use the question phase of the RFP process to provide additional clarity to Proposers for this RFP.

Q78. Page 77, section (i) Supplier Sales, states: “All of Supplier’s sales materials targets towards Public Agencies shall include the U.S. Communities logo.” On page 78, section (ii) Branding and Logo Compliance, goes on to state: “Supplier shall be responsible for complying with the U.S. Communities branding and logo standards and guidelines. Prior to use by Supplier, all U.S. Communities related marketing material must be submitted to U.S. communities for review and approval.”

Question: Would the City please provide the U.S. Communities branding and logo standards and guidelines mentioned on page 78, section (ii)?

Question: If all our material targeting public agencies must have the U.S. Communities logo, AND prior to use by Supplier, all U.S. Communities related marketing material must be submitted to U.S. Communities for review and approval, THEN the City appears to be requiring that ALL our marketing material going forward be submitted to U.S. Communities for review and approval prior to use. Is this correct? While we are comfortable with adding the U.S. Communities logo to our material, we simply cannot agree to forward every marketing project to U.S. Communities for approval prior to use, due to the size, scope, timelines and nature of our continued marketing efforts. As the U.S. Communities requires, we grant the use of Supplier Content in like fashion on page 78, section (vii), but with no such review and approval clause granted to the Supplier. We respectfully ask that “Prior to use by Supplier, all U.S. Communities related marketing material must be submitted to U.S. communities for review and approval” be removed from the RFP or amended.

A78. U.S. Communities branding and logo standards and guidelines are available to Supplier upon award. Proposer is required to adhere to the above referenced section as it pertains to all states, local governments, special districts, school districts, higher education and non-profits.

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Q79. Page 85, section G.5.b Marketing, item #4 states: "Please provide the amount of purchases of existing public agency clients that your company will transition to the U.S. Communities contract for the initial three years of the contract in the following format within your proposal.

\$_____.00 will be transitioned in year one.

\$_____.00 will be transitioned in year two.

\$_____.00 will be transitioned in year three."

Question: Will the City please confirm if these are merely estimates of expected purchases to come from potential public agencies that may choose to participate on their own accord, or is this a commitment to a revenue figure that "will be" transitioned in years one, two and three? If it is a commitment, what is the consequence for failing to deliver at or above the figures provided herein?

A79. *Proposer should include estimates. U.S. Communities Supplier Management will work with awarded Supplier on those targets to transition accounts.*

Q80. Page 6 – A.1.d – Estimated Volume

Question: The estimated annual dollar volume under this contract is stated as \$50 Million Dollars. This amount is reported based on anticipated volume from the "Lead Public Agency", the U.S. Communities Advisory Board members and current sales within U.S. Communities programs.

Is the City and County of Denver the "Lead Public Agency"? **Yes.**

If yes, can you please provide details as to the current equipment utilization by the City and County of Denver? Please break this down by equipment type i.e., GPS 1 Piece, GPS 2 Piece, RF landline, RF cellular, Breath alcohol, transdermal etc. and provide average daily utilization of each equipment type and associated annual revenue? **See Below.**

Could you please provide current pricing for each product? **Please see answers 4, 5, 14, 15, 22, and 23.**

Further, do you have any direct commitments from potential users, letters of commitments and/or letters of intent to use this contract from current Offender Monitoring product users? **No.**

A80. *The historical usage data is below.*

Usage Days 7/1/2012-6/30-2013

RF Cell 17,551

RF 65,635

GPS 38,628

In Hom 17,670

Transdermal 66,446

Transdermal/RF 16,824

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Q81. Page 7 – a.1.g. – Multiple Awards - Multiple awards may be issued as a result of the solicitation. Multiple Awards will ensure that any ensuing Master Agreements fulfill current and future requirements of the diverse and large number of Participating Public Agencies. Multiple awards may be primary and secondary.

Question: It is identified that multiple awards may be issued from this contract.

Is there a limit or cap to how many vendors can be awarded?

Is there a criterion for determining how vendors will be awarded?

A81. ***This is standard U.S. Communities language, and this does not specifically refer to this RFP. See Answer 52.***

Q82. Page 12 - Tab 5 a. References – Provide three (3) references in Section F of public agencies where similar size and scope to Denver and have been performed in the last twelve (12) months. References must include organization names, addresses, names of contact persons, and telephone numbers for such references.

Question: The RFP does not provide any details as to the size, scope and nature of the City of Denver program. Please provide a detailed summary of the City of Denver program so we can comply with this requirement.

A82. ***Three governmental references where you have provided the same or similar services focusing on major cities and large usage public entities.***

Q83. C.3.a - REQUIREMENTS FOR ONE-PIECE GPS TRACKING SYSTEM

Page 28 #2 – The unit must have a tamper detection utilizing electronic AND/OR fiber optic mechanisms.

Page 28 #10 - The unit must have batteries which are easily charged by offender or must plug into standard residential power sources. Charging system must be lightweight and accommodate 110V power supplies. Charging system must include indication whether the GPS tracking unit is charging or has a full charge. Charging system shall allow for a secure connection to the bracelet without undue risk to the offender.

Question: These requirements related to the one piece and two piece transmitter are conflicting. Most manufacturers utilize either fiber optic OR electronic. We respectfully request you utilize the wording in C.3.a 2 for both of the above listed requirements as it provides for the utilization of EITHER technology.

A83. ***Yes, either type of technology will be considered.***

Q84. Page 29 - #6 – (C.3.b) The transmitter must emit a signal at a frequency above 900 MHz at least once every 30 seconds.

Question: We would respectfully ask that the frequency be lowered. This is no longer a commonly used frequency for ankle transmitters. We currently utilize 433 MHz which is safe and certified with the F.C.C.

A84. ***See Updated “SCOPE OF WORK AND TECHNICAL REQUIRMENTS”.***

OFFENDER MONITORING PRODUCTS, SERVICES, SOLUTIONS

- Q85. Page 29 - #12 - The transmitter signal must be encrypted to discourage duplication.
Question: We use a proprietary protocol that works in the same way encryption does. It fulfills the nature of the requirement but based on technical definitions it can't be called encrypted. We would respectfully ask that be changed to "should."

A85. *See Updated "SCOPE OF WORK AND TECHNICAL REQUIRMENTS"*.

- Q86. Page 30 - #17 - The transmitter must emit a low power signal 3-5 days prior to battery depletion, to indicate that the transmitter should be replaced.
Question: You are asking for the transmitter to emit a low power signal that will alert to indicate a low battery condition. Since we do not require agency staff to change out batteries and return the whole unit to use for battery replacement by replacing the ankle transmitter we provide (7) seven days notice. Would you change this that the device "must" provide a signal at a minimum of (7) seven days prior to battery depletion or change the word "must" to "should?"

A86. *See Updated "SCOPE OF WORK AND TECHNICAL REQUIRMENTS"*.

- Q87. Page 36 - Shall work by comparing an offender's voice to a voiceprint, or digitized representation of the offender's voice.
Question: The Title of this section is "VIDEO AND/OR VOICE BREATH ALCOHOL MONITORING" and yet the requirement Item 2 says the device "SHALL work comparing an offender's voiceprint or digitized representation of the offenders voice" This requirement describes only one technology and provider (BI) and represents technology that is outdated and not as reliable as video proof of offender. Could you change word "shall" to "should" or change the requirement to include "shall work comparing an offender's voiceprint or picture which will allow for more reliable identification with video proof"

A87. *See Updated "SCOPE OF WORK AND TECHNICAL REQUIRMENTS"*.

- Q88. Article III – REPRESENTATIONS AND COVENANTS
Question: <Vendor Removed> has a significant investment into existing contracts that are purchasing cooperatives or contract with cooperative purchasing language which fit well into our market segment. The conditions described in the U.S. Communities Administration Agreement are restrictive and in our opinion onerous to our business. We would respectfully ask the City/County of Denver to resubmit their Request for Proposal on its own and not as the lead agency for U.S. Communities.

A88. *No.*

OFFENDER MONITORING PRODUCTS, SERVICES, SOLUTIONS

- Q89. We have several questions regarding U.S Communities participation:
- a. Is there an administrative fee due to the U.S. Communities and, if so, who pays it, what is the fee and how is it calculated?
 - b. In addition to CCD, specifically what other entities have confirmed a bona fide intent to participate?
 - c. What entities have members on the evaluation committee that will score/award proposals for this RFP?
 - d. Approximately how much funding has been appropriated by each entity for the first year of this new contract?
 - e. Approximately what volumes of each technology type are anticipated to be ordered at the inception of the new contract?
 - i. ACTIVE, PASSIVE AND/OR HYBRID GLOBAL POSITIONING SATELLITE TRACKING (GPS) CATEGORY = Approximately units
 - ii. RADIO FREQUENCY/RF = Approximately _ units
 - iii. VOICE TRACKING AND VOICE VERIFICATION = Approximately _ participants
 - iv. VIDEO AND/OR VOICE BREATH ALCOHOL MONITORING = Approximately units
 - v. CONTINUOUS ALCOHOL MONITORING = Approximately units at inception of new contract

A89. *For administrative fees, please reference the Administration Agreement, paragraph 5.1 of the RFP. All U.S. Communities contracts are non-exclusive and optional. It is up to each Participating Public Agency to determine if the contract meets its needs. The evaluation committee has not been finalized but will be comprised of the City and County of Denver along with approximately 3-5 other public entities. Appropriated funding as well as volumes by technology type is unknown at this time for Participating Public Agencies. Additionally, it is up to the Supplier to sell its products/services to Participating Public Agencies.*

- Q90. RFP page 2 Schedule of Events - We have several questions here:
- a. When does the County anticipate distributing answers to vendor questions? The County's responses to these questions are essential and directly relate to our proposal preparation. Will the please County provide any necessary extension of the proposal due date to allow at least two (2) weeks from the County's distribution of answers to vendor questions? **Please see new "Schedule of Events"**
 - b. Is the proposal opening public (may vendors attend?) **No.**
 - c. Is this a public opening where prices from all proposing vendors announced aloud? **No.**
 - d. Will proposing vendor's names be available for review by attendees at the public opening? **Yes. Vendors may be here at the Proposal due date to review a list of proposals submitted. No pricing or other information will be included.**
 - e. Will propose pricing be available for review by attendees at the public opening? **No.** If not, when does proposer pricing become public record? **At the execution of a signed contract.**
 - f. Will technical proposals be available for review by attendees at the public opening? **No.**

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- g. If not, when do technical proposals become public record? **At the execution of a signed contract.**
- h. Is a tab sheet of the proposing vendor names and pricing made available to inquiring vendors via fax or email following the public opening OR must they attend in person to gain this information? **No.**
- i. Are technical and price proposals opened/evaluated at the same time, if NOT, in what order and on what anticipated dates for each? **See Answer 55.**
- j. Are price proposals opened/accessible by the evaluators scoring the technical proposals? **See Answer 55.**
If NOT, by whom? **See Answer 55.**
- k. Will vendor presentations occur as part of these evaluations? **See Answer 55.**
 - i. If so, will presentations be with all bidders? Only a shortlist of proposer? Only the proposed awardee(s)? **See Answer 55.**
 - ii. If so, specifically how will presentations factor into evaluation scoring? **See Answer 55.**
- l. Will proposer demonstrations (pre-award testing of technologies/services) occur as part of these evaluations? **The City and County of Denver reserves the right to test equipment prior to award. There is no guarantee that a demonstration will be requested from any or all vendors.**
 - i. If so, will proposer demonstrations be conducted with all bidders? Only a shortlist of bidders? Only the proposed awardee(s)? **See Above.**
 - ii. Do demonstrations factor into evaluation scoring and, if so, specifically how/how many points? **See Above.**
 - iii. Will actual participants or County user agency staff participate in demonstrations? **See Above.**
 - iv. Acknowledging that each vendor's methodology is different, will the County please provide ample time for advance proposer training of staff who will participate in demonstrations/acceptance testing/samples? **See Above.**
 - v. To allow proper time for preparation/travel arrangements, will the County provide at least two weeks advance written notice of the need for demonstrations/acceptance testing/samples? **See Above.**
- m. When are evaluations anticipated to conclude? **The evaluation process will take as long as necessary to arrive at the proper decision.**
- n. When is the intent to award and/or award anticipated to occur? **At the conclusion of the evaluation phase.**
- o. Does the award/contract require approval from a county authority such as a County Council and/or County Administrator? If so, what is the name of that county authority? **Yes. The City and County of Denver will follow our normal contracting process.**
- p. If so, when is that county authority approval anticipated to occur? **This process is anticipated to begin after vendor is selected.**

A90. *See Answers above.*

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Q91. RFP page 11, “TECHNICAL PROPOSAL INSTRUCTIONS:” calls out “The Proposer must submit the Technical Proposal in a separate binder containing the following information divided by tabs:... Tab 9 – U.S. COMMUNITIES ADMINISTRATION AGREEMENT, signed unaltered” – Upon the basis that the contract has not yet been awarded at the time of submissions, may proposals include and general statement of acceptance of terms or must it include an actual signed agreement?

A91. *See Answer to Question 64.*

Q92. RFP page 15 “B.15. EVALUATION AND AWARDS.” We have several questions here:

- a. Approximately what percentage of the overall score is determined by Pricing?
- b. Will the Cost for each of the seven (7) items on RFP Attachment 1 “COST PROPOSAL” be weighted equally regarding Price evaluation?
- c. If NOT, specifically what weighting will each receive for the evaluation of Price?
 - i. Active, Passive and/or Hybrid Global Positioning Satellite Tracking = _% of Price score
 - ii. Radio Frequency (RF) Tracking = _ % of Price score
 - iii. Video and/or Voice Tracking/Verification/Message Reporting = % of Price score
 - iv. Alcohol Monitoring = _% of Price score
 - v. Continuous Alcohol Monitoring = % of Price score
 - vi. Continuous Alcohol Monitoring/Radio Frequency (RF) Tracking = _% of Price score
 - vii. Related Products, Services and Solutions = % of Price score
- d. Specifically how will the County use these seven (7) items on Attachment 1 to calculate the “Pricing” evaluation criteria points (Examples: Are these merely added up together? Are these multiplied by any certain volume of units and, if so, what volumes are used) please define in detail?
- e. Will the Cost for each of the three (3) items on RFP Attachment 1 “COST PROPOSAL” be weighted equally regarding Price evaluation?
- f. If NOT, specifically what weighting will each receive for the evaluation of Price? Do the two “Lost/Stolen Unit” price line items factor into calculation of the “Cost...15 Points” and, if so, specifically how is this calculated?
 - i. INSERT ALL PRICING STRUCTURES AND SERVICE LEVELS OFFERED FOR CONSIDERATION = _% of Price score
 - ii. COST PROPOSAL FOR ALL THE ABOVE CATEGORIES INCLUDING MONITORING AND INSTALLATION/DEACTIVATION = _ % of Price score
 - iii. TIERED NATIONAL PRICING = _ % of Price score

A92. *See Answer 55.*

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Q93. In order to provide accurate pricing for this element we require the County's response to the following questions - Please answer the following questions regarding Attachment 1 "COST PROPOSAL", item 2 calls out "COST PROPOSAL FOR ALL THE ABOVE CATEGORIES INCLUDING MONITORING AND INSTALLATION/DEACTIVATION":

We have numerous questions here:

- a. Currently, does the contactor have any involvement installing/servicing participants?
- b. If so, will you please define in detail what contractor services are provided to participants?
- c. Will the contractor be responsible for installation/servicing participants at the inception of this new contract?
- d. How many contractor local staff is currently involved in performing installation/retrieval for the County for this entire contract?
- e. How many of these contractor staff(s) in the prior response are part time versus full time?
- f. Is the County open to adjusting/staggering activation schedules accordingly to minimize locally-based installers to perform all installs County-wide?
- g. Where will EM installations be conducted (In the office? At the participant's home? Some at both? – If some at both, what percentage of each and why?)
- h. How will the Contractor be provided with participant referrals from the County? (via phone?, fax?, e-mail?, electronic data transfer?)
- i. If Contractor is required to perform installations/services at the participant's home, what programmatic circumstances does the participant face that will ensure that the participant stays home until the Contractor installer arrives? If none, is County willing to accept a cost for installation visits where participants are not home (no shows) or may the contractor charge the participant for no shows?
- j. How many referrals are anticipated to occur each month?
- k. What percentage of equipment retrievals is anticipated to be required each month at the participant's home?
- l. What percentage of participants will be required to return equipment to the County's offices each month?
- m. Who investigates equipment tampers (County officer? vendor?) If the vendor, please define the steps County requires to be taken.
- n. What is the geographic area where program participants may reside? (If possible please provide a listing or map of the number of the target geographic area for the program participants).
- o. What specific days of the week and what specific hours each day do new participant referrals occur (Example: M-F, 8AM-5PM PST?)
- p. What specific days of the week/hours will Contractor be expected to process installs? (Example: M-F, 8AM-5PM PST?)
- q. What specific days of the week and what specific hours each day is Contractor required to make service calls?
- r. Are installations required on weekends? If so, what anticipated percentage of the total installations occur on weekends?
- s. What events warrant officer involvement at the participant's home?
What specific events necessitate the Contractor staff at participant homes?

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A93. *See Answer 46.*

- Q94. As an RFP, with regard to use of the words “shall” and “must”,
- a. With regard to this RFP, will the County please define in detail and differentiate their definitions of the words “shall”, “must”, “may”, “should”?
 - b. Several of the technical requirements of the “Sections C: Scope of Work and Technical Requirements” are dated and specify one vendor’s outdated methodology for accomplishing an overall objective. How will the County treat bidder responses to such items that do not address technical requirements as worded and/or offer advanced and/or alternate methodologies for accomplishing the same overall objectives? (Examples: Will the County reject the proposal for any such deviances? Will the County evaluate all proposals received and potentially score down those who do not address “shall/”must” requirements as specified or use more advanced approaches?) Please define in detail.

A94. ***“Must” and “Shall” are generally to be treated as terms requiring that the act, service, information or otherwise is provided without exception. “Should” will depend on context. If stated that a Proposer “should” provide information, the City and County of Denver strongly encourages providing such information in the response. “May” will depend on context. In regards to Section C, please submit a proposal based on the technology that the Proposer currently has available that will fit the role identified. The City and County of Denver is interested in all that the marketplace has to offer. See Updated “SCOPE OF WORK AND TECHNICAL REQUIRMENTS” Vendors are encouraged to submit pricing and technical information on their comparable product.***

- Q95. Page 19, item 8 calls out “The Contractor’s monitoring center shall provide an initial response to pre-determined alarm notifications to troubleshoot and resolve the notifications per established protocols as agreed to by both the City and the Contractor. The Contractor’s monitoring center shall be responsible for contacting the City’s designated officer via text, message, email and/or phone. The means or mode of contact shall be at the City’s discretion. These services shall be provided twenty four (24) hours per day, seven (7) days per week.”
- a. Approximately what percentage of participants require the Contractor monitoring staff to make manual telephone calls to participants to “an initial response to pre-determined alarm notifications to troubleshoot and resolve the notifications?”
 - b. Approximately what percentage of participants require the Contractor monitoring staff to make manual telephone calls to officers as part of “contacting the City’s designated officer?”
 - c. By what method does this notification occur (Examples: Via email, text messaging, and fax?)
 - d. Upon occurrence of key/high priority GPS alerts, does the County require any contractor monitoring center staff to make manual/live contact with the offender/participant?
 - e. If so, approximately how many of all participants have this requirement?
 - f. If so, what methods are required (phone calls to participants, others? – Please define all methods in detail).

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- g. Does the County require officer notification of key/high priority GPS alerts to involve any contractor monitoring center staff to make manual/live contact with the officer?
- h. If so, approximately how many of all participants have this requirement?
- i. If so, what methods are required (Phone calls to officers for notification? Phone calls from officers after receiving notification? – Please define all methods in detail)

A95. A.) *CCD currently does not require the monitoring center to make manual telephone calls to participants.* B.) *CCD currently does not require the monitoring center to make manual telephone calls to officers.* C.) *Email and text message.* D.) *No.* E.) *n/a.* F.) *n/a.* G.) *No, monitoring center staff are not required to contact CCD staff on alerts, however officers periodically contact the monitoring center for assistance if needed.* H.) *n/a.* I.) *n/a.*

Q96. RFP page 21, item 8 calls out “In the event that any of the equipment or software provided under the contract fails to function properly, or is lost, stolen or damaged, the Proposer(s), at no additional cost to the City, shall deliver a replacement component or components to the designated City office within 48-72 hours of notification by City. City and its client departments will make all reasonable efforts to deter the theft, loss or damage to the Proposer’s equipment. The Proposer shall replace lost, stolen, or damaged equipment.”

- a. Regarding “Lost/Stolen Unit”, over the more recent 12 months, approximately how many of each component were Lost/Stolen?:
 - 1. RF = __ bracelets Lost/Stolen last 12 months **37.**
 - 2. RF = __ home units Lost/Stolen last 12 months **Refer to question #10.**
 - 3. GPS = __ bracelets Lost/Stolen last 12 months **Refer to question #28.**
 - 4. GPS = __ chargers Lost/Stolen last 12 months **None (unknown how many charging cords).**
 - 5. GPS = __ home units Lost/Stolen last 12 months **5 BI Beacons.**
 - 6. CAM = __ bracelets Lost/Stolen last 12 months **40.**
 - 7. CAM = __ home units Lost/Stolen last 12 months **18.**

Note: some recently “lost” units are pending return from a client’s residence and/or retrieval from a correctional/detention facility. The units are recorded as “lost” because they are not currently on the shelf, however will be retrieved in the near future.

- b. Are participants violated from the program for lost/damage/stolen equipment? **Not in circumstances where the court believed the loss/damage/stolen unit was beyond the control of the participant, however participants have been terminated for intentional damage and abscond.** If so, is the return of the equipment to the vendor (or a County office) a condition of the participant’s compliant completion of the program? **This would be handled by the Court on a case by case basis.** If NOT, is County willing to adopt these criteria to aid in return of the equipment and to minimize pricing for this contract? **Unknown...these decisions are made by the Court Officials...possible remedy for the vendor could be through restitution and civil action.** As indicated in Question #10, CCD staff internally tracks lost units and continuously pursues recovery of lost units. The participant is currently charged by CCD for lost AMS CAM equipment only, however if the fees are not paid, the participant will only be referred to a collection agency.

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- c. As is commensurate industry practice, will the County please cite its historical annual percentage of lost, damaged and stolen equipment (Example: 5%) for vendors to factor this into their unit/day prices then permit vendors to separately quote per-component equipment replacement prices for any excess losses? **CCD tracks lost equipment, however we do not have current data to compare total units “utilized” to lost units...we can track average population for each equipment type as indicated in Questions #7, #16, and #25.**

A96. *See Above.*

- Q97. RFP page 25, item “C.2.f. INVENTORY MANAGEMENT” As is commensurate industry practice, will the County please cite required onsite spare percentage of equipment (Example 15%) for vendors to factor this into their unit/day prices then permit vendors to separately quote equipment inventory prices for any excess inventory?

A97. *See Answers 5, 15, and 23.*

- Q98. Item C.3.4 – This item is needlessly restrictive will you please amend this to a “may” requirement?

A98. *See Updated “SCOPE OF WORK AND TECHNICAL REQUIRMENTS”.*

- Q99. Item C.3.5 – This item is needlessly restrictive will you please amend this to a “should” requirement?

A99. *See Updated “SCOPE OF WORK AND TECHNICAL REQUIRMENTS”.*

- Q100. Item C.3.6 – This item is needlessly restrictive will you please amend this to a “should” requirement?

A100. *See Updated “SCOPE OF WORK AND TECHNICAL REQUIRMENTS”.*

- Q101. Item C.3.12 – Motion is needlessly restrictive will you please amend this to a “should” requirement?

A101. *See Updated “SCOPE OF WORK AND TECHNICAL REQUIRMENTS”.*

- Q102. Item C.3.b.6 This item is needlessly restrictive will you please amend this to a “should” requirement?

A102. *See Updated “SCOPE OF WORK AND TECHNICAL REQUIRMENTS”.*

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Q103. Would the County perceive benefit to web-based case management software if offered by the proposer as part of the solutions herein?

A103. *Please propose under Related Products, Services, and Solutions.*

Q104. RFP Attachment B “Reference List” – Will the County contact references submitted by all proposers?

A104. *The City Reserves the Right to Contact any and all of a proposer’s references at any step in the evaluation process.*

Q105. A.1.g. Multiple Awards, page 7:

- Please confirm whether there is a maximum number of awardees, and if so, how many.
- Please define the evaluation process or determination for the decision to award to a single or multiple vendors for each product category defined in the RFP Scope of Work.
- The specification states, “Multiple awards may be primary and secondary.” Please define how “primary” and “secondary” awards will differ in the application of this contract to participating public agencies

A105. *See Answers 50 and 52.*

Q106. Section C. Scope of Work and Technical Requirements: Numerous specifications utilize the terms “shall” or “must.” It is our understanding that the intent of this solicitation and subsequent cooperative procurement vehicle is to offer the market place a wide array of electronic monitoring technologies and services. Please confirm that vendors may offer alternative solutions to meet the specifications utilizing the terms “shall” or “must,” and will not be considered non-responsive.

A106. *Please see Answer to Question 94.*

Q107. C.1. General Definition of Products and/or Services, page 18: “Suppliers are to propose the broadest possible selection of OFFENDOR MONITORING PRODUCTS, SERVICES AND SOLUTIONS they offer.”

- This statement seems to instruct vendors to propose multiple products, if available, for each category even if a particular product may not meet all specifications. Please confirm whether this is correct.
- What format does U.S. Communities prefer when multiple products are proposed for a single category, e.g., point-by-point responses to each specification listed separately for each proposed product

A107. *Yes.*

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Q108. C.2.b.7-8. Equipment to be Provided by Contractor, page 20; C.2.f. Accessories, page 34: Agencies typically negotiate appropriate accessories, spares, lost and damaged equipment, and shipping allowances/pricing. Given the national scope of this contract award, we request that these costs and allowances be defined in the Attachment 1, Cost Proposal.

A108. *It is the intent of this solicitation to allow the vendors to set tiered pricing that includes all of the appropriate accessories, spares, lost and damaged equipment, and shipping. Please include a program that will address these concerns in the proposal.*

Q109. C.2.c. Proposer Representative, page 22; C.2.f. Inventory Management, page 25: Please confirm that the account representative does not need to be solely dedicated to each Participating Public Agency. Is the intent of the account manager to be specifically assigned to the City and County of Denver?

A109. *No, Section C.2.f requires that at a minimum the City have a single point of contact, ideally, there would be a team that would fit the requirement. This individual or team does not have to be solely assigned to the City and County of Denver, but should meet the familiarity requirements outlined.*

Q110. The term “unlimited” is utilized throughout the specifications. Note that vendors cannot develop and test systems in unlimited environments. Please remove the term in the following sections and allow vendors to define capabilities in their responses: \

- C.2.d.7: unlimited transactions
- C.2.d.9: unlimited simultaneous users
- C.4.c: unlimited flexibility for curfew scheduling and monitoring
- C.4.d.2: unlimited number of different curfew periods
- C.6.a.31.a: unlimited number of test periods and tests

A110. *Please identify if there are systemic limitations to number categories identified.*

Q111. C.2.d.11. Fields in the database, pages 23-24: Is it permissible for vendors to maintain the requested data fields in multiple disparate systems?

A111. *Yes. All data must be made available and accessible as requested.*

Q112. C.2.g.4. Response time by severity, page 26: “Severity” is defined by the Participating Public Agencies, rather than by vendors. All reputable vendors provide grace periods and monitoring service options to define agency SOPs within the software or monitoring service responses. Please delete this specification in lieu of the service levels requested in Attachment 1, Cost Proposal.

A112. *See Updated “SCOPE OF WORK AND TECHNICAL REQUIRMENTS”.*

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Q113. C.3.b. Requirements For Two-Piece GPS Tracking System, page 29:

- Item 2: Vendors have different methodologies to meet the RF monitoring while the offender is at home and GPS monitoring while the offender is in the community. As such, please delete the first sentence, “The offender must be able to remove the GPS tracking unit while at home” from this specification.
- Item 6: Vendors utilize different frequencies to emit a transmitter signal, including non-commercial frequencies to limit interference. As such, please delete, “at a frequency above 900 MHz” from this specification.
- Item 10: In accordance with the specification in Section C.3.a.2, please change this specification to read “and/or” rather than requiring both methodologies.

A113. *See Updated “SCOPE OF WORK AND TECHNICAL REQUIRMENTS”.*

Q114. C.6.a.3: Replay sessions, page 37: Vendors have different methodologies to provide instant replay sessions. Subsequently, please delete “via internet” from this specification.

A114. *See Updated “SCOPE OF WORK AND TECHNICAL REQUIRMENTS”.*

Q115. C.9. Submittals/Questions: We understand that the purpose of this solicitation is to enhance the U.S. Communities nationwide procurement vehicle. We also understand that this solicitation is being hosted by the City and County of Denver. The Scope of Work and Technical Requirements in sections C.1-8 appear specific to the City and County of Denver. Please confirm that the responses provided to this section do not limit Participating Public Agencies from developing contracts with vendors that have alternative approached to electronic monitoring services.

A115. *It is the intent of this RPF to select a single vendor (or joint partnership) that offers the best overall value. A contract for U.S. Communities will only be issued to the successful vendor. Proposer should propose its complete range of products/services available to Participating Public Agencies.*

Q116. Section E. Item 23, Prevailing Wages, page 64: The text references an Exhibit D, but we cannot find that exhibit in the RFP. Please provide the referenced exhibit.

A116. *Prevailing wages scales are attached to this Addendum. Prevailing wage is not anticipated to apply in this solicitation.*

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Proposer shall initial here _____ and attach to Request for Proposal. Failure to do so may be cause to consider your proposal non-responsive and cause for rejection.

Company: _____

A handwritten signature in black ink, appearing to read "Curtis Subia", written over a horizontal line.

Curtis Subia, CPPB
Associate Buyer

OFFENDER MONITORING PRODUCTS, SERVICES, SOLUTIONS

THIS UPDATED SCOPE OF WORK REPLACES AND SUPERSEDES IN ITS ENTIRETY SECTION C OF THE ORIGINAL RFP DOCUMENT.

SECTION C: SCOPE OF WORK AND TECHNICAL REQUIREMENTS

C.1 GENERAL DEFINITION OF PRODUCTS AND/OR SERVICES

Suppliers are to propose the broadest possible selection of OFFENDOR MONITORING PRODUCTS, SERVICES AND SOLUTIONS they offer. The intent of this solicitation is to provide Participating Public Agencies with products, services and solutions to meet their various needs. Therefore, the Suppliers should have demonstrated experience in providing the Products and Services as defined in this RFP, including but not limited to:

- C.1.a. **Active, Passive and/or Hybrid Global Positioning Satellite Tracking:** The complete range of active, passive and/or hybrid global positioning satellite tracking products, services and solutions offered by Supplier.
- C.1.b. **Radio Frequency (RF) Tracking:** The complete range of radio frequency tracking products, services and solutions offered by Supplier.
- C.1.c. **Video and/or Voice Tracking/Verification/Message Reporting:** The complete range of video and/or voice tracking/verification/message reporting products, services and solutions offered by Supplier.
- C.1.d. **Alcohol Monitoring:** The complete range of alcohol monitoring products, services and solutions offered by Supplier.
- C.1.e. **Continuous Alcohol Monitoring:** The complete range of continuous alcohol monitoring products, services and solutions offered by Supplier.
- C.1.f. **Continuous Alcohol Monitoring/Radio Frequency (RF) Tracking:** The complete range of alcohol monitoring/radio frequency (RF) tracking products, services and solutions offered by Supplier.
- C.1.g. **Related Products, Services and Solutions:** Additional related products, services or solutions available from the Supplier, such as but not limited to, day reporting center for adult offenders, field service electronic monitoring program, victim alert device, etc.

C.2 GENERAL SCOPE

The Proposer shall provide the required equipment and services for the categories for which it receives award.

The Categories are:

- Active, Passive, and/or Hybrid Global Positioning Satellite Tracking
- Radio Frequency/RF
- Video and/or Voice Tracking/Verification
- Alcohol Monitoring
- Continuous Alcohol Monitoring (Trans-dermal)

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- Continuous Alcohol Monitoring (Trans-dermal)/Radio Frequency (RF) Tracking

C.2.a. MONITORING SERVICES PROVIDED BY PROPOSER

1. The Proposer's place of business and monitoring center services facilities used for this program shall be located within the United States of America. The Contractor's primary monitoring center shall be capable of uninterrupted operation 24/7/365. This shall include all systems, hardware and software, communications and building support services such as electrical power.
2. The Proposer's monitoring center shall be monitored twenty four (24) hours a day, seven (7) days a week, including holidays to ensure that any interruption in service is detected and resolved.
3. Each monitoring center shall have ventilation and temperature control adequate to meet hardware specifications for the operating environment and to ensure proper functions of the monitoring center hardware.
4. The Proposer shall perform complete support of all interface hardware and software equipment (within the monitoring center) necessary to ensure provision of the service for the duration of the contract.
5. The Proposer shall maintain professional highly trained and qualified staff to monitor and operate the monitoring center equipment.
6. The Proposer shall provide the City a dedicated toll free contact number, accessible and staffed twenty (24) hours a day, seven (7) days a week for the purpose of reporting problems that might be experienced.
7. In the event any component of the Proposer's service becomes inoperable, the Proposer shall immediately notify the Contract Manager or designee by telephone and email, but no later than thirty (30) minutes after discovery of service failure.
8. The Contractor's monitoring center shall provide an initial response to pre-determined alarm notifications to troubleshoot and resolve the notifications per established protocols as agreed to by both the City and the Contractor. The Contractor's monitoring center shall be responsible for contacting the City's designated officer via text, message, email and/or phone. The means or mode of contact shall be at the City's discretion. These services shall be provided twenty four (24) hours per day, seven (7) days per week.
9. As required by the City's designee, the Contractor shall provide a dedicated toll-free telephone number to be supplied to the City's supervised offenders which shall be utilized to contact the monitoring center for alarm notification resolution.
10. The Contractor shall provide immediate notification via telephone, cellular telephone, text message, and/or email 24 hours a day, seven days a week to designated City staff

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when an alarm notification is generated. The contractor's monitoring service shall include the capability to administer a phone call by a live staff person in the monitoring center in response to designated priority alarm notifications.

11. The Contractor shall be able to receive a verifiable confirmation via a telephone call from the monitoring center to the designated City staff to confirm that all immediate alarm notifications were received/acknowledged by City staff. The Contractor shall be responsible to maintain a call tree to be utilized when contacting City staff to report alarm notifications pursuant to established protocols.
12. The monitoring center shall have redundant inbound and outbound communication services, provided by distinct carriers and/or methods, such that the failure of the primary service or method shall not adversely affect the secondary (backup) service or method.
13. The Contractor shall have the ability to write files to a server at the Contractor's site and shall allow the City to retrieve the files on a daily basis through a secure File Transfer Protocol (FTP) or other secure transmission method. The files will need to include the following information:

1. **File 1 – Alarm File**

- The key file the Contractor uses to distinguish each alarm.
- The type of alarm as defined by the City.
- The Identification number of the offender.
- Date and time of the alarm.
- Length of the alarm (until resolution).

2. **File 2 – Comment File**

- The key field the Contractor uses to distinguish each alarm.
- Comments relating to the alarm.
- Date and time of updates to the comments.

3. **File 3 – Alarm Cleared**

- The key field that the Contractor uses to distinguish each alarm.
- Date and time the alarm was cleared.

4. **File 4 – Points Reviewed**

- The ID number of the offender.
- The USERID of the officer reviewing the points
- Date the points were reviewed.
- Dates of the points reviewed by the officer.

C.2.b. EQUIPMENT TO BE PROVIDED BY CONTRACTOR

Contractor shall furnish all equipment required to perform services outlined herein and to

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make the proposed system fully operational, which shall include but not limited to: transmitters, base stations, receivers, tracking devices, recorders, bracelets, telephones and landline cords, batteries, power cords, clips, straps, tools, reference materials, etc.

1. All equipment provided by the Proposer shall remain the property of the Proposer and shall be in good repair, remanufactured and within specifications of new equipment. All equipment supplied shall be latest design and model equipment unless specifically requested by the City.
2. For those offenders for whom monitoring is requested who reside in areas that have technical and/or geographical limitations, the Proposer shall provide either alternate technology or installation of a phone line at the residence at no extra charge to the City or the offender. If there is an identified limitation to the equipment functioning in a specific area, Proposer shall provide equipment that will allow the same function at the same price as equipment originally requested.
3. The equipment provided shall be of a technology currently in use by the manufacturer, proposer, or both and shall be identified by brand and model number in the Proposer's proposal.
4. The Proposer shall only provide equipment that has been properly registered and certified under the Federal Communication Commission Rules and Regulations, as applicable. The Proposer shall submit the applicable FCC ID numbers for all proposed equipment.
5. The equipment provided shall not be available as an open market item if this could compromise the security of the system.
6. Replacement equipment initially provided by the Proposer shall be new, or if not new, refurbished to perform in a like-new manner and shall be maintained by the Proposer in "like new" condition. Repairs and/or replacements shall be provided within the timeframe specified in this RFP.
7. The Proposer is responsible, at no additional cost to the City except as provided in the RFP and resulting contract, for the maintenance, repair or replacement of all equipment or software provided under the contract. The Proposer is responsible for all costs for shipping, shipping materials and delivering equipment to, from, or between any City offices located within Colorado.
8. In the event that any of the equipment or software provided under the contract fails to function properly, or is lost, stolen or damaged, the Proposer(s), at no additional cost to the City, shall deliver a replacement component or components to the designated City office within 48-72 hours of notification by City. City and its client departments will make all reasonable efforts to deter the theft, loss or damage to the Proposer's equipment. The Proposer shall replace lost, stolen, or damaged equipment.

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9. When the City activates equipment that has been in shelf stock, the Proposer shall deliver to the designated district office a replacement component or components within 24 hours of notification by City.
10. The Proposer shall provide, at no additional cost to the City, all necessary tools and as many needed per officer or district office to install, adjust, and remove the Proposer-provided equipment. City will notify the Proposer on the number needed.
11. All equipment proposed and provided shall equal or exceed the latest industry standards unless specifically requested by the City. During the life of the contract, and with the prior approval of City, the Proposer shall upgrade equipment as significant improvements become available. These upgrades shall be provided at no extra charge/additional costs to City.
12. At no additional charge, the Proposer shall furnish for each system in operation one (1) spare unit for every five (5) units, with a minimum of one (1) unit for shelf stock, per department. In addition, the Proposer shall furnish one (1) unit for each department for response.
13. The equipment provided shall be Federal Communication's Commission (FCC) currently registered and approved.

C.2.c. PROPOSER REPRESENTATIVE

The Proposer shall provide City a minimum of a single account representative who will serve as a liaison for all aspects of contract performance. All aspects shall include but not be limited to, reporting, equipment inventory, training, contract transition and the install program. The representative shall be familiar with the City's policies, goals and services. The representative shall be knowledgeable in the area of Community Corrections, i.e. parole, probation, etc. The representative shall be proficient in, and have a working knowledge of all functional areas and services. City would prefer a team approach, consisting of an account representative, inventory management representative and a training representative. City shall not provide any office space or storage space.

C.2.d. OFFENDER MONITORING SYSTEM TECHNICAL SPECIFICATIONS

Proposer shall provide with its response illustration(s) and explanations of how the proposed solution meets the specifications/requirements:

1. The offender monitoring system provided shall be Web based with server(s) located at the Proposer's site(s). A Web based application via a Terminal Server connection is not an acceptable solution to City.
2. The Proposer shall create a secure (using Secure Socket Layer SSL) password-protected monitoring database which can be accessed by City at time of contract award. User registration shall be provided online.

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3. The system shall have the capability of differentiating between groups of offenders (i.e., Pre-Trial, Parole, Probation, Lifetime Sex Offender and other designated groups) and displaying this information to City. City shall provide offender categories after contract award.
4. The system shall have the capability of differentiating between priority of EM violations with user adjustable defaults and levels.
5. The system shall be capable of recording and storing the offenders name and information related to the nature and type of all events/alerts/violations and alarms generated for the offender, including a date and time stamp of the event. (Archive)
6. The system shall have the capability of storing offender alert information in the database (i.e., vicious dog on premises, assault history, weapons history, etc.) and to display a related alert code on the main offender detail screen.
7. The Proposer's web based system shall have the capacity for City Requirements under this contract, with capacity to expand as the needs of the City change. The Proposer's system shall provide unlimited transactions and access to designated City personnel without degradation of performance, speed or quality.
8. Proposers shall configure the server software and hardware so that it will immediately hang up and re-set itself in less than five (5) seconds in response to a false call.
9. The database shall permit **unlimited simultaneous users** without significant degradation of service performance. Agency-designated users shall be able to search and perform sorts by any field, including but not limited to mapping, and to tailor certain monitoring parameters for each offender as necessary.
10. The system shall allow use of a numeric offender identification number designated by the City. This unique identification number shall be used to identify each offender within the Proposer's system. In addition, the software shall require, at a minimum, the following mandatory fields for initial offender enrollment:
 - Name
 - City Identification number
 - Physical address
 - Serial number of equipment
 - Time zone
 - Assigned officer
 - Multiple phone numbers
 - Offender photograph
 - Supervision level
 - Special alerts (such as safety concerns, etc.)
11. The fields in the database shall be columns and the column headings and types of data to

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be entered can be, but are not limited to, the following:

- Agency/Department
- Division
- District
- County
- Case type
- Number of monitoring system units and types
- Date of installation/activation/deactivation
- Cost per unit
- Total monthly charges
- Invoice number and date
- Billing/Account number

12. The database shall be able to produce reports as required by the City.
13. The database shall be kept current with updates made each time a service is added, terminated, or changed. Once the database is established, invoices will not be paid unless the service is listed in the database.
14. The Proposer's system shall allow authorized City staff to make service additions, deletions, and changes online. The Proposer shall keep the database current, making updates no later than the end of the next business day following any service addition/deletion/change by City.
15. No record in the database shall be deleted earlier than (a) the date that is three (3) years following final payment from the City under the contract; or (b) the date specified by law, whichever is later. The system shall provide that all data be recorded with a historical transaction record and stored/archived for retrieval/backup in a database. City personnel shall be able to access all stored/archived data in a reasonable time. All current and historical data files shall be retained for a period of **seven (7) years** by the Proposer. Data shall be in a non-proprietary format.
16. The Proposer shall maintain an error rate for call failure not to exceed one percent (1%) annually, and upon request by City shall provide data to demonstrate that this requirement is being met.

C.2.e. OFFENDER MONITORING SYSTEM OPERATION

1. The monitoring equipment shall function reliably despite the nearby operation of household electrical equipment or the existence of nearby strong, but not uncommon, electrical fields generated by such sources as power transmission lines, power transformers and commercial radio towers. If a device is worn by the offender, or if a receiver is installed in the offender's home, it shall function reliably in any building and offer a continuous signal and shall work with any type of phone line.
2. The removal of strap by a deliberate action, accidental action or any action that otherwise

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compromises the integrity of the strap shall immediately generate an alarm that is immediately transmitted to the Proposer's Monitoring Center. The strap shall have a dual tamper capability. The transmitter shall notify the receiver of any tampering.

3. The System shall escalate the violation notifications to designated supervisory personnel as specified by City.
4. Equipment shall initiate the sending and receiving of signals through standard telephone lines across the City and County at no cost to the City or offender. Proposer shall ensure that the system allows communication only with authorized receiver/transmitter devices.

C.2.f. INVENTORY MANAGEMENT

1. The system shall have the capability of tracking units and equipment that have been returned to the Proposer due to malfunction, and provide reports concerning problems found.
2. The Proposer's system shall provide a report of accurate inventory of all equipment and accessories charged to the City. The inventory database shall include item name, serial number, offender name (or "shelf stock" if not in use) and total items on inventory. This system shall have the capability to track inventory by Department.
3. The Proposer shall provide a dedicated representative to perform the following:
 - Update the inventory database on initial installation of monitoring equipment.
 - Update the inventory database for shelf stock at the time of initial installation of monitoring equipment
 - Reconcile the initial inventory five (5) business days after each City implementation.
 - All discrepancies shall be resolved by the Proposer within five (5) business days and approved by City.
 - After initial inventory reconciliation, the Proposer shall reconcile the inventory by department on a monthly basis no later than the 7th of each month. City reserves the right to change the number of reconciliations per year and requirement date.
4. Person(s) responsible for providing this service shall have a minimum of five (5) years of experience inventory management.

C.2.g. MAINTENANCE AND SUPPORT

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1. The Proposer shall utilize a dedicated support team to provide maintenance and support on a 24 x 7 basis.
2. The Proposer shall provide a toll-free number for maintenance and support.
3. In the event any component of the Proposer's service becomes inoperable, the Proposer shall immediately notify the City Contract Manager or designee by telephone, but no later than thirty minutes after the discovery of the service failure.
4. Proposer's proposal shall contain all tiers offered and shall identify the response time by tier (identify response by telephone or email.) The Proposer shall adhere to the response times contained in its accepted proposal.
5. The Proposer shall fully describe its proposed 24 x 7 maintenance and support for this contract. The Proposer shall clearly identify City's role in all aspects of maintenance and support. The Proposer's proposal shall include, but is not limited to, the following list of items.

C.2.h. CONTRACT TRANSITION

1. Proposer shall provide a dedicated contract transition person who will be responsible for making the transition from the system under the current contract to the new system as defined in the implementation plan. This transition shall include:
 1. Coordination with the existing Proposer on the date and time of the change over to the new system.
 2. Initial data entry or migration of identification and curfew information for all offenders being monitored at the time of the transition.
2. Proposer shall provide resume(s) for the personnel proposed for the contract transition with their proposal.
3. Proposer shall provide a transition plan for all field equipment with their proposal.
4. Proposer is required to demonstrate that their consultant(s) or employee(s) shall have the skills necessary to meet the objectives of this project by listing skills, industry certifications, general educational background, and knowledge set based on prior experience.

C.2.i. PROJECT MANAGEMENT FOR TRANSITION

1. The Proposer shall align their project management approach with the project's inherent complexity so the desired results can be achieved. The Proposer shall provide project management in accordance with its accepted proposal. Project management controls shall be proposed that are consistent with minimizing the project's risks and inefficiencies

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which would negatively impact the RFP's objectives. Management of scope, time, and risk are critical to effectively achieving the expected outcomes of cost, schedule, deliverables, and quality. Both City and the Proposer shall be responsible for working in a cooperative manner to meet the targeted timelines defined in the implementation plan. City and the Proposer shall mutually agree upon any changes to the schedule. City reserves the right to conduct any test/inspection it shall deem advisable to ensure installation/services, as appropriate, conform to specifications. Any tasks which are the primary responsibility of City shall be clearly defined and identified.

2. City shall approve the selection and/or replacement of the Proposer's Project Manager. The Proposer shall provide their Project Manager's résumé for City to review, including the qualifications of the proposed Project Manager, and explain why this is a good match. The Proposer's proposed Project Manager shall have a minimum five (5) years of experience in a Project Manager role in implementing similar projects. A Project Management Professional (PMP), as defined by the Project Management Institute or equivalent organization, is preferred. City is responsible for assigning the City Project Manager.

C.2.j. LITIGATION – RELATED TESTIMONY

1. If requested as a part of litigation, the Proposer shall be required to provide expert testimony regarding its monitoring equipment and system specifications, as well as the accuracy and reliability of the reports/results. The Proposer shall make available qualified personnel to provide expert testimony as requested or subpoenaed.
2. The Proposer shall ensure that its personnel responds timely and/or appears as stipulated in the request and/or subpoenas.
3. The Proposer shall supply in format and number requested by City a record of offender movements during specified time frames for investigative or judicial purposes. The format shall include, but not be limited to, CD's, screen shots, supporting narrative, etc.
4. All costs for Litigation Related Testimony shall be included in the prices offered.

C.2.k. ADVERTISING/PROMOTIONS

The Proposer shall not issue news releases, advertisements or news articles, or any other information of any kind related to its contract with the City, including but not limited to statistical data, offender information or programs, without prior written approval from the City.

C.2.l. PROVISION OF DATABASE AT CONTRACT END

If requested by the City, upon the expiration date of the Contract resulting from this RFP (or termination by any other method), the Proposer shall provide the most up-to-date copy of the system's database, including all historical data, the data dictionary, file layouts, code tables, code values, data relationships, keys, and indices, etc., in a format to be determined by the

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Contract Manager. In addition, the Proposer shall provide a read-only licenses for the City's use for a period of seven years. If any data stored is in a proprietary format, Proposer shall provide a means for translating it to a standard in the public domain.

C.3 ACTIVE, PASSIVE AND/OR HYBRID GLOBAL POSITIONING SATELLITE TRACKING (GPS) CATEGORY

C.3.a. REQUIREMENTS FOR ONE-PIECE GPS TRACKING SYSTEM

1. Device shall be waterproof up to 15 feet, durable, shock-resistant, washable and shall comply with FCC regulations.
2. The unit shall have tamper detection utilizing electronic and/or fiber optic mechanisms. Once the unit detects a strap tamper violation, it shall send a unique tamper signal to the central host system to alert staff of a violation.
3. Device straps should be replaceable in the field, and require minimal training for City staff.
4. The unit shall include motion detection.
5. City staff shall be able to communicate with the offender through a minimum of one way communication. The contractor's software shall provide City staff the ability to send messages on command.
6. The unit shall provide a feature for the offender to acknowledge the one way communication.
7. The unit shall be configurable to collect location data in Active, Hybrid, and Passive modes without making any adjustments to the unit hardware.
8. The unit shall be capable of being attached to the offender so that efforts to tamper with or remove the transmitter are obvious to visual inspection.
9. The transmitter shall emit a signal at a frequency which is not commercially interruptible at least once every 30 seconds.
10. The unit shall have batteries which are easily charged by offender or shall plug into standard residential power sources. Charging system shall be lightweight and accommodate 110V power supplies. Charging system shall include indication whether the GPS tracking unit is charging or has a full charge. Charging system shall allow for a secure connection to the bracelet without undue risk to the offender.
11. The unit shall not unduly restrict the offender's day to day activities.
12. At a minimum, the unit shall detect, record, and alert City staff for the following events:

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low battery, battery charging, lost GPS coverage, zone violation, curfew violation, communication loss, and equipment tamper.

13. Transmitter straps shall be adjustable to fit any size offender. Straps of multiple sizes are encouraged.

C.3.b. REQUIREMENTS FOR TWO-PIECE GPS TRACKING SYSTEM

1. The unit shall have batteries which are easily charged by offender or shall plug into standard residential power sources. Charging system shall be lightweight and accommodate 110V power supplies. Charging system shall include indication whether the GPS tracking unit is charging or has a full charge.
2. While offender is at home, the unit shall maintain continual monitoring of the offender, verifying the offender's proximity (150 feet maximum) to the tracking unit.
3. The transmitter device shall be shock resistant, water and moisture proof, and function reliably under normal atmosphere and human environment conditions. Device shall also conform to all FCC regulations.
4. The transmitter's signal range shall be no greater than 300 feet under normal household conditions with a typical range of 75-150 feet.
5. The unit should have the ability to switch from GPS tracking to Radio Frequency (RF) monitoring if the offender is in a known location. The use of additional equipment such as a base station is permitted to accomplish this.
6. The transmitter shall emit a signal at least once every 30 seconds.
7. The transmitter signal content shall identify the offender, the transmitter battery status, and tamper/removal status.
8. The GPS tracking unit shall report proximity violations (tracking unit not receiving transmitter signal) to the department.
9. The transmitter shall recognize the unauthorized severing of the strap.
10. The transmitter shall have tamper detection utilizing electronic and/or fiber optic tamper mechanisms.
11. Once the transmitter detects a strap tamper violation it shall send a unique tamper signal to the monitoring unit.
12. The transmitter signal shall be encrypted or otherwise encoded to discourage duplication.
13. The transmitter shall be capable of being attached to the offender so that efforts to tamper

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with or remove the transmitter are obvious to visual inspection.

14. Transmitter straps shall be adjustable to fit any size offender. Straps of multiple sizes are encouraged.
15. The transmitter shall be shock resistant and function reliably under normal atmospheric and environmental conditions; it shall not pose a safety hazard or unduly restrict the activities of the offender.
16. The transmitter shall have adequate internal power without need for recharging by the offender.
17. The transmitter shall emit a low power signal at least 3-5 days prior to battery depletion, to indicate that the transmitter should be replaced.
18. The contractor shall provide replacement transmitters.
19. Transmitters shall be easily replaced in the field.

C.3.c. ACCESSORIES

All accessories, including replacement batteries, straps, waist packs, carrying bags, clips, and other related supplies necessary for proper operation shall be provided by the Proposer at no additional cost to the City, throughout the term of the contract. Install and deactivation tools/equipment shall be provided to the City at no additional cost throughout the term of the contract.

C.4 RADIO FREQUENCY/RF CATEGORY

C.4.a. TRANSMITTER

The Proposer shall propose a transmitter, which shall be comfortably worn on the ankle or wrist of the participant and shall meet the following requirements:

1. The device shall be small, lightweight and not pose a health hazard nor unduly restrict the activities of the participant; and of a size to be worn under normal slacks.
2. The device shall be capable of being securely attached to the participant's ankle or wrist and report any and all efforts to tamper with or remove the device.
3. Transmitter straps shall be adjustable to fit any size offender. Straps of multiple sizes are encouraged.
4. The device shall be shock resistant, water and moisture proof, and function reliably under normal atmosphere and human environment conditions. Device shall also conform to all

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FCC regulations.

5. The device shall contain a radio transmitter whose coded radio signal shall be unique to the individual to whom it is attached so as to enable positive confirmation of the presence/absence of the participant within an adjustable range of 0 to a minimum of 100 feet of the receiver.
6. The transmitter shall emit a coded radio signal at least once every minute on a continuous basis during the operating life of the battery.
7. The transmitter shall be battery powered and designed for a minimum continuous operating battery life of a minimum of approximately six months.
8. The contractor shall provide written instructions and all necessary equipment for a trained person to initialize, reset and remove the participant's transmitter as needed.

C.4.b. RECEIVER

The Proposer shall propose a receiver to be located in the participant's home (conforming to FCC standards and regulations), which shall continuously monitor the participant's transmitter and meets the following requirements:

1. The receiver shall be powered by 110-volt A.C. power with internal auto-recharging battery capable of supplying back up power for a period of 12-24 hours. The electrical wire connecting to A.C. power shall be UL approved, and of sufficient length to adequately connect to the household AC power.
2. The receiver shall be capable of full communications to the Proposer's central computer system by connection to the participant's telephone company wall outlet using a standard RJ-11-C modular telephone connector.
3. The participant's receiver shall accept and process radio signals only from the unique signal of that same participant's transmitter.
4. The receiver shall detect attempts to simulate or duplicate the participant's transmitter radio signal by a foreign device and immediately report detection of such an occurrence to the central computer.
5. The receiver shall contain an internal clock and sufficient memory to continue and store with a time stamp of all events and activities per day that shall occur for at least the next 5 days, in the event the communications link with the Proposer's central computer system is disrupted. The receiver shall be capable of operating without AC power for a minimum 12-24 hours and events can be stored for up to a minimum of 10 days.
6. The receiver shall detect, and store with time stamp the following events, at a minimum, and promptly communicate them to the central computer:

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- Arrival of transmitter within the range of the receiver;
 - Departure of transmitter out of range of the receiver after a preset programmable time interval;
 - Tampering and/or removal of the transmitter from the participant;
 - An attempt to simulate or duplicate the radio signal by a device other than participant's own transmitter;
 - Loss and/or restoration of the home's commercial power;
 - Loss and/or restoration of the communication service (the disconnection event shall be sent as soon as the communications service is restored);
 - Low battery condition of transmitter and/or receiver;
 - Tampering of receiver.
7. The receiver shall be capable of seizing a telephone line when not in use. It shall not seize a line in use, but instead shall deliver a courtesy signal as a yield warning to any person using the line. It shall then seize the line after the person hangs up.
 8. The receiver shall not pose a health or safety hazard to the participant or other family members and shall function reliably under normal household environmental and atmospheric conditions.
 9. Electrical surge protectors shall be built-in or provided for connecting power and communication lines.
 10. The receiver shall be capable of being installed and made operational by an officer following the written instructions provided by the contractor.

C.4.c. MONITORING SERVICES

The Proposer shall provide a central monitoring service center. The monitoring service center shall have the capability of conducting surveillance activities on an around-the-clock basis, without interruption. The surveillance activities shall minimally include the following: continuously monitoring the presence or absence of a program participant detecting early leaves or late returns; detecting attempts to tamper or actual tampering with the home monitoring equipment; attempts to duplicate the RF transmission of the home monitoring units; disruption of AC power; receiver shut downs; continuous busy signals; attempts to use recorded speech; spurious RF transmission; no telephone answer; and low receiver and/or transmission battery function. The monitoring service shall be capable of monitoring multiple curfews scheduled at

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the same time. In this regard, the curfew monitoring function shall have unlimited flexibility for the establishing of curfew scheduled and monitoring same.

The Proposer's monitoring service center shall be responsible for receiving program participant enrollment information from the City. The contractor shall be responsible for enrolling program participants and for changing curfew schedules based upon notification by the City via e-mail or fax (as determined by City) using the contractor's toll-free telephone number to the central monitoring service center or via remote terminal through dedicated line or internet access. The Proposer shall be responsible for removing program participants from the monitoring system upon a notification from City. The date of removal and removal reason will be established by the City. The Proposer shall utilize enrollment and client status change forms developed in conjunction with City.

The monitoring service center shall respond to all reports of monitoring violations by telephoning (as determined by City) the program participant. The purpose of this telephone call is to determine the nature of the reported event and to confirm that the program participant is at his or her approved residence. The Proposer shall explain the procedure to be used to confirm the participant's presence, or lack thereof, in these situations.

C.4.d. CENTRAL COMPUTER MONITORING SYSTEM

The Proposer's central monitoring service center shall include a central computer system, compatible software and all the needed equipment that is capable of complete supervision of the electronic monitoring program with complete redundancy as defined below. This includes receiving and initiating communications to/from the participant's home and to communicate with both the participant and his home monitoring equipment. The system redundancy shall meet the following requirements:

1. The central computer system with all associated equipment and services shall be located in a secure, environmentally controlled access facility and provide 24 hour, seven day per week monitoring.
2. The central computer system shall have the ability to perform monitoring with an unlimited number of different curfew periods per day and on a customized schedule for each participant.
3. The central computer system shall be capable of retaining personal information for each participant. The Proposer shall also provide a means to enter, modify or delete any of this information by the system operators as requested by designated City officials or staff.
4. The computer system shall be able to process changes, report printing and other functions without disrupting the monitoring process. It shall have an interconnect capability for all equipment for remote printing to the City central communications unit as required.

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5. The contractor shall provide an uninterruptable power supply (UPS) for an instantaneous backup power source to prevent the loss of information and data in event of short-term commercial power losses.
6. The contractor shall provide for an automatic backup of data on magnetic media for any commercial power loss. This backup procedure shall also be performed at least on a daily basis to prevent data loss due to a system failure and be retained for at least one (1) year.
7. The contractor shall provide a complete identical backup computer system redundancy in the event of a system malfunction, which cannot be corrected within a reasonable period of time. Specify complete addresses of both primary and redundant systems.
8. The contractor shall have the ability to provide access to the central computer system by remote PC computer terminals. Access by City shall be made by the Proposer's toll free telephone lines and/or optional alternate communications service.
9. The contractor shall provide a redundancy for its telephone carrier and be capable of immediately switching to an alternate in the event that the primary service is interrupted.

C.4.e. CENTRAL COMPUTER MONITORING SYSTEM SOFTWARE

The central computer at the contractor's central monitoring service center shall include a compatible software program with the capability to report on the entire electronic monitoring program. The software program shall be user friendly.

The electronic monitoring software shall be accessible via remote terminal at the City through dedicated line or internet access.

C.4.f. ACCESSORIES

All accessories, including replacement batteries, straps, waist packs, carrying bags, clips and other related supplies necessary for proper operation shall be provided by the Proposer at no additional cost to the City, throughout the term of the contract. Install and deactivation tools/equipment shall be provided to the City at no additional cost throughout the term of the contract.

C.4.g. MAINTENANCE AND REPAIR

The contractor shall maintain the equipment and spares in good condition and arrange for the repair or replacement of the equipment within 2 business days.

C.4.h. REPORTING

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The monitoring service center shall provide the designated personnel with daily reports about all monitored activities. This report, summarizing all participants' adherence to established curfews, will be faxed or accessible via remote terminal at the designated City Area Offices through dedicated line or internet access (as determined by City) by 4 am every day.

The monitoring service center shall provide City with daily reports of cases added and removed during the preceding business day. These reports will be faxed or accessible via remote terminal at the City through dedicated line or through internet access (as determined by City) by 4 am every day.

The monitoring service center shall have an alert device and arrangement to notify the City of offender's unauthorized absences/late arrivals plus equipment malfunctions and other appropriate functions, within 30 minutes from the initial occurrence, via fax or remote terminal through dedicated line or internet access (as determined by City), to the City.

Alerts for tampers, zone violations or curfew violations shall be transmitted to the designated staff by alphanumeric pager, fax machine, text message, email, phone, or remote terminal through dedicated line or internet access (as determined by City). The method of notification will be determined by the City for each participant, caseload, or agency. Participants shall also be notified of alerts, at the discretion of the designated staff.

In response to reports of monitoring violations by program participants, the contractor shall prepare a written assessment based upon information received through the contractor's confirmation procedure and provide it immediately to the City via fax or remote terminal through dedicated line or internet access (as determined by City).

The contractor's management information system shall be capable of generating standard reports. The contractor shall be required to provide custom reports and statistical analysis. Standard reports include number of clients, number of incidents (equipment reports, violations, equipment malfunctions, etc.), client histories, curfew schedule, and assigned City staff. Examples of custom reports that shall be required are number of days a client is monitored, etc. Proposer's shall include examples of all reports that they are capable of generating as part of their proposed package. City shall be notified 24-hours in advance of any anticipated interruption in service.

**C.5 VOICE TRACKING AND VOICE VERIFICATION AND MESSAGE REPORTING
SYSTEM CATEGORY**

C.5.a. REQUIREMENTS

1. The system shall work by comparing an offender's voice during a verification call to a "voiceprint," or digitized representation of the offender's voice obtained during enrollment.
2. The system shall allow total voice enrollment, including voiceprint, in less than five minutes.

OFFENDER MONITORING PRODUCTS, SERVICES, SOLUTIONS

3. The system shall have the ability to identify the offender's presence at prescribed locations.
4. City staff shall be able to listen to recordings of voice verification calls over the Internet.
5. The system shall have the ability to place outbound calls and receive inbound calls.
6. Call schedules and alert notification options shall be customizable on a case-by-case basis.
7. The system shall have the ability to individually set the number of acceptable failures before an alert is generated.
8. The system shall have such hardware and software security features as necessary to be tamper resistant.
9. If the system requires City to manage outbound calling schedules, it shall allow access only by authorized personnel with remote access via the Internet and/or via toll-free dial-in.
10. If the system makes outbound calls to offender locations, the system shall be able to set the range of minutes between retry calls (after busy signal or no answer) and the maximum number of attempts to verify within a verification call.
11. The system shall be able to allow City staff to view and print summary and analytical reports as needed to alert supervising Officers and/or City staff.
12. The system shall be able to record and print the name of the offender and the date and time of the violation.
13. The system shall demonstrate a high degree of accuracy. The method of validation and percentage of accuracy shall be explained and quantified.

C.5.b. MESSAGE/DAY REPORTING SYSTEM

The Proposer's system shall meet the following requirements:

1. Shall have call in for questions/responses.
2. Shall have call in format flexibility to include multiple question format based on City needs.
3. Shall have the ability to call in from predetermined/designated locations.
4. Shall have the ability to notify City personnel of any change or violation through email, pager or text messaging.

5. Shall allow instant audible voice verification replay sessions via the internet.

C.6 REMOTE BREATH ALCOHOL MONITORING

C.6.a. REQUIREMENTS

The Proposer's system shall meet the following requirements:

1. Shall identify the offender's presence at certain prescribed locations.
2. Shall work by comparing an offender's voice to a voiceprint, digitized representation of the offender's voice and/or facial recognition.
3. Shall allow instant verification replay sessions.
4. Shall allow placement of outbound calls and/or receiving of inbound calls.
5. Shall have call schedules and alert notification options that are variable by offender case.
6. Shall individually set the number of acceptable failures before an alert is generated.
7. Shall allow alert notifications through email, text messaging or pager.
8. Shall have such hardware and software security features as necessary to be tamper resistant.
9. Shall allow online access to offender compliance history.
10. Shall individually set the range of minutes between retry calls after busy signal or a no answer and the maximum number of attempts to verify within a verification call.
11. Shall allow a probation officer or other designee to view and print summary reports as needed.
12. Shall allow recording and printing the name of offenders and date and time of violation.
13. Shall demonstrate high degree of accuracy. Method of validation and percentage of accuracy shall be explained and quantified as part of the technical proposal.
14. The unit shall be directly connected to the offender's home phone line, or through an optional Cellular Receiver, to report events and alerts to the contractor's central monitoring computer.
15. The unit shall measure Breath Alcohol Content (BrAC) by using a detection technology.
16. The unit shall measure BrAC by collecting deep lung samples.

OFFENDER MONITORING PRODUCTS, SERVICES, SOLUTIONS

17. As the concentration of alcohol in a deep lung sample is directly proportionate to alcohol concentration in the blood, the unit shall be capable of measuring Blood Alcohol Content (BAC) from 0.010 at a minimum.
18. The unit shall have a battery operated backup.
19. The battery shall power the unit for a minimum of 12 hours and retain an ability to continue prescheduled tests.
20. The unit shall be easily installed by City staff.
21. The unit shall use a secure process that prevents enrollment except by authorized individuals.
22. The unit shall connect to the telephone network with a standard RJ11-C jack or through cellular communication. A telephone cord and modular plug shall be provided with the unit at no additional cost to the City.
23. External power and phone cords for the unit shall be field replaceable.
24. The unit will be capable of storing messages in a nonvolatile memory in the event of phone loss.
25. The unit will be able to continue to administer breath tests in the absence of phone service.
26. The unit will not require offenders to push buttons, or otherwise interact with the unit, in order for the testing process to begin or results of the test to be reported.
27. The contractor's central monitoring computer system will be capable of determining whether the offender took the test and then generate alerts based on the test results.
28. The unit shall measure the presence of alcohol only. The Device shall not respond to natural gas or acetone.
29. The unit will be compatible with the contractor's Radio Frequency monitoring solution. The unit will also have the capability to be used as a stand-alone solution.
30. The unit will use verification to correctly identify the offender.
31. The unit will allow tests to be administered in a variety of methods:
 - a. Random, computer generated as specified by the City. Allowing for an unlimited number of test periods and tests.

OFFENDER MONITORING PRODUCTS, SERVICES, SOLUTIONS

- b. At City designated locations or in the offender's home by authorized City staff. After the test, within 30 seconds the BrAC level should be displayed on the City operated hand held device.
 - c. "On-demand" by the City.
32. The unit will utilize mechanisms that detect attempts by the offender to defeat the unit by supplying a breath sample other than their own. The "erroneous" sample might be from a mechanical apparatus or accomplice.
33. The unit will have tamper technology that is accurate and non-intrusive.
34. The unit will include tamper detection features including phone, case, and power alerts to ensure accuracy of the data generated by the unit.
35. The contractor shall have monitoring software that is accessible through the internet and shall provide a description of its capabilities.

C.7 CONTINUOUS ALCOHOL MONITORING

C.7.a. TRANSDERMAL

- 1. The System shall provide 24-hour monitoring of alcohol concentration through the skin.
- 2. The unit shall be attached to the detainee's ankle using secure straps and alarms that detect any attempt to tamper with the device.
- 3. The transmitter shall automatically measure and record the offender's transdermal alcohol level on a regular basis, regardless of the offender's location.
- 4. The transmitter shall take an alcohol sample a minimum of once every 30 minutes or as determined by City.
- 5. The transmitter shall comply with FCC regulations and be highly durable, shock-resistant, and water resistant to allow for activities such as bathing.
- 6. When a low-battery event occurs, the system shall generate a low-battery alert that gives City staff five days to replace the battery before it becomes exhausted.
- 7. The transmitter straps and battery shall be replaceable in the field, and require minimal training for City staff.
- 8. The transmitter shall be able to distinguish between ingested alcohol and environmental alcohol.

OFFENDER MONITORING PRODUCTS, SERVICES, SOLUTIONS

9. The transmitter should have multiple tamper detection technologies such as water submersion, skin conductivity, temperature, proximity to the leg, infrared debris buildup detection, motion detection and strap tamper detection.
10. At a minimum, the transmitter shall detect, record, and alert City staff for the following: low battery, unit shall be returned for recalibration, alcohol event, equipment tamper, and curfew violation (if paired with an optional receiver).
11. The transmitter shall be able to pair to a receiver to report monitoring data to the contractor's central monitoring computer system.
12. The transmitter shall emit a signal to the receiver at least once every 30 seconds continually, during the operating life of the transmitter's battery.
13. RF signals from the transmitter to the receiver should have a range of up to 150 feet.
14. RF signals from the transmitter to the receiver should be on a noncommercial frequency.
15. Proposer shall allow the unit to be paired with Radio Frequency (RF) as determined needed by the City. The RF service shall be available in land line and cell variants.

C.8 STANDARDIZED REPORTS

The Proposer's system shall provide standardized reports for all functional areas covered by the Proposer's contract. In addition, report parameters are subject to change by City during contract performance, and other reports shall be required as requested by City.

Please provide a list and description of all of the standard reports.



City and County of Denver

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Prevailing Wage/Certified Payroll Overview

What is the basis for Prevailing Wage?

It's the Law: Prevailing Wage is covered under Section 20-76 of the Revised Municipal Code of the City and County of Denver.

The law declares that any contractor or subcontractor at any tier who performs construction, alteration, improvements, repairs, maintenance or demolition of any public building or work in the amount of \$2,000 or more, must pay their employees working on those city projects nothing less than the appropriate rate as determined by the Career Service Board for the various classifications of workers employed on those city projects by those contractors or subcontractors.

Work performed in these various classifications at Denver International Airport, Four Mile Park, South West YMCA, Denver Mountain Parks, and the Denver Zoo to name a few locations is also subject to Prevailing Wage payment and reporting requirements.

Who Determines Prevailing Wage Rates?

Career Service Authority (CSA): CSA issues four groups of wages: Building, Heavy, Highway and CSA rates.

Building: covers everything inside the footprint (foundation) of the building.

Highway: covers the construction, alteration, or repair of roads, streets, highways, airport apron areas, runways, taxiways, alleys, parking areas, and other similar projects that are not incidental to "building," or "heavy" construction.

Heavy: covers everything outside the footprint of the building. It is used for structures that are not habitable. Toll booths, outhouses, kiosks and parking garages are not "buildings". It is the catch all rate for projects which are neither "building" nor "highway".

Heavy rates are used for building demolition. Gutting a building for a remodel is done with the Building rates. A common laborer may do the demo in a building remodel. If fixtures are to be salvaged and reused in the remodel (retrofitting), the proper classification - for example, plumber - must be used to salvage the equipment.

CSA rates are determinations by the Career Service Authority that have been issued for special classifications not covered by the U.S. Dept. of Labor. For example, finishers, floor grinders and base grinders use CSA rates, along with specialized trades at DIA such as transit mechanics or baggage system technicians. CSA publishes custodian rates which are applicable for those subcontractors cleaning on-site construction trailers.

What Types Of Work Are Covered By Prevailing Wage?

All work performed on site is covered by Prevailing Wage. Initial site delivery is not covered, nor is material fabricated offsite. However, **all materials trucked offsite are covered.** Truckers who haul breakout offsite and return back to the site are covered round-trip. Owner-operators must report hours. Trash roll-offs are covered.

All materials removed from the common delivery pile belong to the craft installing the product (i.e., lumber-carpenters, pipe- plumbers) - NOT common laborers). The initial unloading of material from the truck to the job site does not fall under Prevailing Wage. Professional services, such as surveying, engineering, or clerical support staff are not covered by Prevailing Wage.

What are Certified Payrolls?

Certified Payrolls are the payroll reports you will submit on a weekly basis online through www.lcptracker.net. The LCPtracker system is a paperless, online system of entering certified payrolls. Rather than submitting the familiar paper Prevailing Wage forms (Affidavits of Prime Contractor, Statements of Compliance, Weekly Payroll Spreadsheets), contractors will enter all payrolls and related information online.

All project-specific wage rates & classifications will be online, and the contractor will choose specific rates and jobs from a menu. The contractor will need a computer and an internet connection. For those contractors who do not have this ability, the prime contractor of each project will provide the computer and equipment necessary to submit the payrolls electronically. (Public computers are available at most public libraries, and the City & County of Denver has computers available in the Small Business Opportunity office on the first floor of the Wellington Webb Municipal Building).

This paperless submittal change is not optional; all companies will be using the new system. Those contractors who submit paper payrolls will have them returned, and will enter them into the online system. Training is available through self-guided online tutorials available when a contractor logs in to the system: www.lcptracker.net Click on the e-training link near the top of the page. For an overview of the LCPtracker system, please go to www.lcptracker.com.

When a contractor is awarded a City & County of Denver project, the Prevailing Wage investigator assigned to the project will set up the project in the LCPtracker system, and provide the prime contractor with a log-in and password. The prime contractor will then input the various subcontractors, and the system will assign them log-ins and passwords.

The first two letters of the project name in LCP are the initials of your investigator.

If a wage classification is missing for your project, or an apprentice classification is missing, call your investigator and they can quickly add a missing classification to your project.

If a project is missing when you log in and you have submitted payrolls previously, call your investigator; the project may have been closed and they will re-open the project for you.

What about Fringe Benefits?

Fringe benefits must be paid for all hours worked on the project and must be approved by the Auditor's Office. Approval is valid for one year from the date of issue.

Prevailing Wage schedule includes an amount for "rates" and "fringes". This is the total amount you must pay the employees on an hourly basis. If your company offers fringe benefits, you may submit your fringe benefit to the Auditor's Office for approval. If the stated fringe amount is \$9.00 per hour and we approve the value of your fringe as \$3.00 per hour, you would need to pay the difference of \$6.00 per hour on the employee's check. The following are a list of documents that may be needed to approve your fringes.

Basic guidelines:

*The Auditor's Office is the independent steward of the City's financial information and resources.
We are committed to providing quality service and full accountability.*

Health & Welfare – provide a copy of the company policy regarding:

- **Medical Plan** –
 - Bill / recent invoice from the insurance company and proof of payment from the company that policy is in force
 - What portion does the company pay versus what the employee pays
- **Dental** – same as above
- **Life Insurance** – same as above
- **Long or Short Term Disability** – same as above
- **Pension Plans** –
 - IRS qualification letter
 - Copy of the plan, including name of third-party administrator
 - Portion of the contribution paid by the company
- **Vacation** – Copy of company policy.
- **Holiday** – Copy of company policy.
- **Sick Pay** – Copy of company policy.

To compute fringes, the Auditor’s Office will provide your company with a Fringe Benefit Spreadsheet to be completed by your staff. On the spreadsheet, the company needs to provide the following:

- Hire date of each employee
- Social security number
- Number of paid vacation/holiday hours
- Employee non-prevailing wage rate
- Premium the employer pays

The Auditor’s Office uses 2080 hours for annualized benefits and 173 hours for monthly benefits to calculate the value of fringe benefits.

In order for sick, vacation and holiday time to count as a fringe, the company may not have a “use it or lose it” policy.

If hours earned do not carry over to the next year the company must pay for the hours not taken.

If an employee leaves the employment of the company he/she must be paid his/her accrued time earned regardless of the reason of the separation.

If the employee must work the day before or after a holiday in order to qualify for holiday pay that does not qualify as a benefit.

Pensions, 401(k), Simple IRAs or other programs must be funded at least quarterly to count as a fringe benefit.

Apprentices are paid full benefits unless program specifically addresses fringe contribution.

What about Apprentices?

Apprenticeship Certification Requirements: If an employee is listed as an apprentice, include his/her craft and appropriate percent on the payroll. Example: Operating Engineer, Group 3, 80%.

Apprentices shall be permitted only if they are employed pursuant to, and individually enrolled in a bona fide apprenticeship program registered with the U.S. Department of Labor. The employer and the individual apprentice must be registered in a program, which has received prior approval by the U. S. Department of Labor.

Any employer found to be in violation of this provision shall be required to pay that apprentice the full journeyman scale. Contractors may not use more than a 1 to 1 ratio of journeyman to apprentice.

If the apprentice classification is missing from your LCP project, contact your investigator and ask them to add the classification to the project.

Apprentice wages are assigned on an as-needed per project basis.

How Do You Pay Employees?

Payment of Employees: By ordinance, all employees working on a City and County of Denver project are required to be paid on a **weekly basis** for the hours worked. Only janitorial and window washing contracts with the city are exempt from this requirement. Janitors and window washers must be paid every 14 days.

Cash payments are not allowed. If cash payments are made, the contractor will be required to issue a check to each employee.

Salaried employees doing hands-on work, not just supervising or scheduling, must record their days and hours on the weekly certified payroll reports. Their hourly salary is calculated by dividing their annual gross wage by 2,080 hours. If their salary does not equal the Prevailing Wage for their particular job classification, they must be paid an additional amount to make up the difference. Should they accrue overtime on a Denver project by working more than 40 hours per week, they must be properly compensated for those hours. If their regular, hourly salary exceeds the Prevailing Wage rate, overtime is calculated on that salary and not a lower rate.

How Do We Determine Classification of Employees?

Workers are classified according to the work performed in each craft. In other words, like pay for like work.

Employees may have their time split into different classifications and be paid accordingly.

Daily time cards are recommended, detailing the work performed. We recommend that the workers sign them at the end of each shift. Employees found working out of their classification will have their pay rate adjusted accordingly.

Some Guidelines for Common Laborers:

- Common laborers may unload truck to a common or central pile. Once the material is in the pile, it belongs to the particular craft. For example, laborers do not pack studs, sheetrock, pipe, tools or other materials to craftsmen. They do not move materials on the job site found to be in the way or in the wrong location.
- Common laborers have limited job duties on building projects. They are allowed to clean up an interior building site. This includes picking up trash, construction debris and sweeping. Common laborers can hand shovel and backfill with a shovel the trenches used by tradesman inside of a building foundation.

- **Common laborers are not helpers or apprentices.** They do not assist in laying out, fetching tools or material, holding lifting or muscling materials into place. They do not observe workers for safety reasons. They do not set scaffolding. They do not operate heavy equipment (e.g. bobcat, forklift, man lift or loaders).
- Common laborers may shovel for grade on Heavy projects.

The Auditor's Office makes the final decision on craft classification jurisdiction, following local area practices. If you have a question regarding how to classify an employee, your investigator welcomes your call.

E-verify

Effective October 1, 2010, the City passed an e-verify ordinance for all employees hired after Oct. 1, 2010 and working on a Prevailing Wage project.

You must e-verify new employees hired before you bring them on a Denver project.

When you are setting up a newly hired employee into LCPtracker, you will notice a check-box that states, "I have e-verified this employee". You will need to check the e-verify box in LCP Tracker setup stating that you have e-verified the affected employee.

The Auditor's Office has the right to verify that the employee brought onto a Denver project has been e-verified.

What if a Contractor performs work personally?

Owner Operator Requirements: Use Form 73, Affidavit Contractor Performed Work Personally. The owner must operate his or her own equipment and provide documentation to prove sole proprietor status or partnership of the business. Firms may provide Trade Name Registration, Articles of Incorporation, or Form 1040 Schedule C.

Trucking firms must provide Vehicle Registration and Certificate of Insurance.

If owners meet the above requirements, they are exempt from paying themselves Prevailing Wages, but they must submit their hours worked on the project in LCPtracker. However, if they have employees on the project, those employees must be reported and paid Prevailing Wages.

The Owner Operator form, with appropriate back-up documentation, must be submitted with the company's first weekly payroll.

How Does Overtime work with Prevailing Wage?

Overtime Requirements: Employees have to be paid time and one-half for all hours worked over 40 hours in a seven-day period, whether worked on or off city projects.

If overtime is worked on a City project, the overtime rate is based on the published Prevailing Wage rate, or the established hourly rate of pay, whichever is higher.

Cash in lieu of fringe is paid for each hour worked, but is not multiplied by the overtime rate of 1.5. If you combine the cash in lieu of fringe with the base rate and report this amount as the hourly rate of pay, you are required to calculate overtime on this established rate of hourly pay.

An employee who normally receives a higher rate per hour than the published Prevailing Wage rate must be paid their off city rate while working on a city project.

What if there is an issue with our certified payrolls?

Notification Process: The prime contractor receives a copy of any violation email sent to a subcontractor through LCPtracker. Phone calls are noted in the project's hard file, e-file, or within LCP Tracker. Emails are saved and/or copied into the project file. A prime contractor may ask to be set up as an administrator in LCP and be allowed rights to see payrolls from subs in any project they are assigned to. Ask your investigator to assign you to a specific project and you will be able to review any payrolls submitted on that project.

All work performed and billed to Denver for any given project must be reported in LCP Tracker for the period being billed per your pay application.

Failure to report work being billed to the City will result in the project's payment being held until compliance is achieved, as per D.R.M.C. 20-76.

Many times you will be notified that you have notices when you try to certify your payrolls. Some notifications will prevent you from certifying payrolls. Contractors need to address those notifications.

Owner operators will receive up to 4 notifications when they certify their payrolls. There is nothing you can do about that, it is an LCPtracker issue.

Penalties

Effective May 13, 2010, the City has implemented an ordinance that allows for penalties for not paying your employee the proper Prevailing Wage. This includes a number of Prevailing Wage violations, such as misclassifying workers, not reporting workers, as well as failure to pay the correct hourly wage.

The fines range from:

- \$20 per week per employee for the first offense, to
- \$35 per employee per week for the second offense, and up to
- \$50 per employee per week if the contractor has had 3 or more penalties in the previous three years.

The full section of the ordinance may be found at D.R.M.C. 20-76(e). Penalties will be paid to the city of Denver. Underpaid wages will still be paid to the worker in addition to these fines.

Continual violations of Denver Prevailing Wage may subject the contractor(s) to debarment from city contracting due to violations of law, pursuant to D.R.M.C. 20-77.

How does a contractor correct payroll errors and underpayments?

When underpayments have occurred, contractors are required to amend payrolls and issue underpayment checks.

There are multiple steps to make up an underpayment. After you have been notified there has been an underpayment, you will need to provide a spreadsheet that lists:

1. the employee(s);

2. their classifications;
3. their hours worked each week;
4. what they were paid and what they should have been paid for the classification(s) worked, and;
5. the difference owed to each affected employee. This should be broken out by straight time and overtime hours;

When the contractor and the investigator have agreed on the underpayment amount, then checks will be made out as follows:

In accordance with City Ordinance 20-76, Revised Municipal Code, the checks must be made payable to the individual employee or the City and County of Denver, (i.e., “Joe Smith or City and County of Denver”) and mailed to the Auditor’s Office for placement.

- One check per employee may be written for multiple weeks of underpayments.
- The underpayment amounts will be entered into LCPtracker, documenting the amount of the underpayment, deductions and the new check number.

Can Prevailing Wage rates change on a project?

Yes. Increase or decrease in wages: The anniversary date of the contract is one year from the date the Mayor signs the contract.

If you are a subcontractor, your anniversary date for wage changes is not your contract date, but the prime contractor’s date.

On special projects, it is a year from the date the contract is signed by the binding parties. Projects going beyond the one year anniversary date require all contractors to pay the wages that are in effect on the anniversary date.

The Prevailing Wage investigator provides the new wages to the prime contractor, who is responsible for notifying all subcontractors of wages in effect on the anniversary date.

By Ordinance, any wage increase occurring on that date cannot be passed on to the City.

Are there posters to display at the jobsite?

Yes. Posting of wages and poster on job site: The Prevailing Wage poster and all wages applicable to the project will be posted by the prime contractor in an area on the job site easily accessible to all employees. The poster may be downloaded at the following site:

<http://www.denvergov.org/Portals/3/documents/PrevailingWagePosterForOnsites.pdf>

Can payments be withheld for the project?

Yes. Withholding payment: By ordinance, payment will be withheld if weekly payroll reports are not current for the prime contractor or any subcontractors.

Current means no more than 2-3 weeks out from the current date, or current through the billing dates listed on current pay applications.

Payment can also be withheld for the following reasons:

- Underpayments or misclassification/non-reporting of employees.
- Unapproved fringe benefits deduction.
- Incomplete or missing certified payroll reports.
- Poster and wage schedules not posted on the job site.

To avoid withholdings, prime contractors should consistently review the payroll submissions by all project sub-contractors in LCPTracker for timeliness, as well as notices and warnings, helping the sub-contractors in question to resolve them.

How does the Auditor's Office ensure Prevailing Wage?

On Site Employee Interviews: Employees are observed working and interviewed by the Prevailing Wage Investigator.

Employees are not interviewed during break or lunchtime.

Contractors need to make employees aware that they may be interviewed by an investigator and employees must talk to the investigator.

The employees' supervisor should not be present during the interview.

What happens when the project is complete?

Closeout-- Prime Contractor's Responsibility: Make sure all payrolls submitted at all levels are current and marked "Final". There is a check box in LCP that will mark a payroll as final. The check box can be found in the certification process.

When can a contractor submit billings?

Billing for Services: Per D.R.M.C. 20-78, a contractor may not bill for services before the weekly payroll reports are submitted for the pay period being billed. Any pay applications or requests for payment on Prevailing Wage work that has not been reported will be held until submittal of certified payrolls.

What is the Prime Contractor responsible for on a Prevailing Wage project?

- Submitting all certified payrolls accurately
- Entering all subcontractors into LCP Tracker
- Making sure all subcontractors are reporting weekly and correctly
- Auditing daily reports from jobsite against payroll reports to ascertain that all subcontractors are filing.
- Resolving any subcontractor payroll issues promptly so prime contractor pay is not withheld.
- Providing support to subcontractors in LCP Tracker



DENVER
THE MILE HIGH CITY

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Denver's Human Resource Agency

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TO: All Users of the City of Denver Prevailing Wage Schedules
FROM: Seth Duhon-Thornton, Staff Human Resources Professional
DATE: Friday August 2, 2013
SUBJECT: Latest Change to Prevailing Wage Schedules

Please be advised, prevailing wage rates for some building, heavy, and highway construction trades have not been updated by the United States Department of Labor (DOL) since March 1, 2002. The Career Service Board, in their meeting held on April 21, 2011, approved the use of the attached supplemental wage rates until prevailing wage rates for these classifications of work are again published by the United States Department of Labor in accordance with the Davis-Bacon Act. The rates will be provided as a supplemental to the Davis-Bacon Building rates issued by OHR.

The attached Prevailing Wage Schedule is effective as of **Friday August 2, 2013** and applies to the City and County of Denver for **BUILDING CONSTRUCTION PROJECTS** (does not include residential construction consisting of single family homes and apartments up to and including 4 stories) in accordance with the Denver Revised Municipal Code, Section 20-76(c).

General Wage Decision No. CO130004
Superseded General Decision No. CO20120004
Modification No.11
Publication Date: 07/26/2013
(5 pages)

Unless otherwise specified in this document, apprentices shall be permitted only if they are employed pursuant to, and individually registered in, a bona fide apprenticeship program registered with the U.S. Department of Labor (DOL). The employer and the individual apprentice must be registered in a program, which has received prior approval, by the DOL. Any employer, who employs an apprentice and is found to be in violation of this provision, shall be required to pay said apprentice the full journeyman scale.

For questions call (720) 913-5018

Attachments as listed above.

General Decision Number: CO130004 07/26/2013 CO4

Superseded General Decision Number: CO20120004

State: Colorado

Construction Type: Building

County: Denver County in Colorado.

BUILDING CONSTRUCTION PROJECTS (does not include residential construction consisting of single family homes and apartments up to and including 4 stories)

Modification Number	Publication Date
0	01/04/2013
1	01/11/2013
2	02/15/2013
3	03/08/2013
4	04/05/2013
5	04/26/2013
6	05/03/2013
7	05/31/2013
8	06/28/2013
9	07/05/2013
10	07/19/2013
11	07/26/2013

ASBE0028-001 10/01/2012

	Rates	Fringes
Asbestos Workers/Insulator (Includes application of all insulating materials, protective coverings, coatings and finishings to all types of mechanical systems).....	\$ 28.98	13.03

BRCO0007-001 01/01/2011

	Rates	Fringes
BRICKLAYER.....	\$ 22.13	9.89

BRCO0007-005 06/01/2011

	Rates	Fringes
TILE SETTER.....	\$ 25.15	9.18

CARP0001-004 05/01/2009

Rates	Fringes
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Carpenters:

Acoustical, Drywall		
Hanging/Framing and Metal		
Stud, Form Building/Setting.	\$ 26.60	8.89

CARP1607-002 06/01/2012

	Rates	Fringes
MILLWRIGHT.....	\$ 28.95	11.10

ELEC0068-002 12/01/2012

	Rates	Fringes
ELECTRICIAN (Includes Low Voltage Wiring and Installation of Fire alarms, Security Systems, Telephones, Computers and Temperature Controls).....	\$ 32.10	12.53

ELEV0025-002 01/01/2013

	Rates	Fringes
Elevator Constructor.....	\$ 39.59	25.185

FOOTNOTE:

a. Employer contributes 8% of basic hourly rate for over 5 years' service and 6% basic hourly rate for 6 months' to 5 years' service as Vacation Pay Credit.

PAID HOLIDAYS: New Year's Day; Memorial Day; Independence Day; Labor Day; Veterans Day; Thanksgiving Day; Friday after Thanksgiving Day; and Christmas Day.

ENGI0009-003 06/25/2012

	Rates	Fringes
Power equipment operator - crane		
141 tons and over.....	\$ 25.48	8.62
50 tons and under.....	\$ 24.42	8.62
51 to 90 tons.....	\$ 24.57	8.62
91 to 140 tons.....	\$ 24.72	8.62

IRON0024-001 07/01/2011

	Rates	Fringes
IRONWORKER, STRUCTURAL.....	\$ 23.80	10.91

LABO0720-003 05/01/2009

	Rates	Fringes
Laborers:		
Concrete/Mason Tenders.....	\$ 16.52	6.84

PAIN0079-002 08/01/2012

	Rates	Fringes
Drywall Finisher/Taper		
Hand.....	\$ 18.69	6.37
Tool.....	\$ 19.04	6.37
Painters:.....	\$ 17.99	6.37
PAPERHANGER.....	\$ 18.69	6.37

PAIN0930-001 07/01/2013

	Rates	Fringes
GLAZIER.....	\$ 28.67	7.52

PLAS0577-001 05/01/2013

	Rates	Fringes
Cement Mason/Concrete Finisher...	\$ 23.25	10.23

* PLUM0003-001 07/01/2013

	Rates	Fringes
PLUMBER		
(Excluding HVAC work).....	\$ 33.18	12.44

PLUM0208-001 07/01/2013

	Rates	Fringes
PIPEFITTER		
(Including HVAC pipe).....	\$ 33.35	12.27

SFCO0669-001 07/01/2013

	Rates	Fringes
SPRINKLER FITTER.....	\$ 33.09	18.60

SHEE0009-001 07/01/2012

	Rates	Fringes
Sheet metal worker		
(Includes HVAC duct and		
installation of HVAC		
systems).....	\$ 31.77	12.32

SUCO2001-011 12/20/2001

	Rates	Fringes
Carpenters:		
All Other Work.....	\$ 16.12	2.84
Ironworkers:		
Reinforcing.....	\$ 18.49	3.87
Laborers:		
Brick Finisher/Tender.....	\$ 12.78	1.41
Common.....	\$ 10.62	2.09
Power equipment operators:		
Mechanic.....	\$ 18.48	

WELDERS - Receive rate prescribed for craft performing operation to which welding is incidental.

Career Service Authority
Supplemental to the Davis-Bacon *Building* Construction Project rates
(Specific to the Denver projects)
Supp #100, Date: 03-02-2012

Classification		Base	Fringe
Boilermakers		\$30.97	\$21.45
Power Equipment Operators (Concrete Mixers):			
	Less than 1 yd	\$23.67	\$10.67
	1 yd and over	\$23.82	\$10.68
	Drillers	\$23.97	\$10.70
	Loaders over 6 cu yd	\$23.82	\$10.68
	Oilers	\$22.97	\$10.70
Soft Floor Layers		\$16.70	\$9.81
Ironworkers (Ornamental)		\$24.80	\$10.03
Plasters		\$24.60	\$12.11
Plaster Tenders		\$10.79	-
Laborers: Concrete Saw		\$13.89	-
Power Equipment Operators:			
	Backhoe	\$23.67	\$10.67
	Loader up to and incl 6 cu yd	\$23.67	\$10.67
	Motor Grader	\$23.97	\$10.70
	Roller	\$23.67	\$10.67
Truck Drivers (Dump Trucks):			
	6 to 14 cu yds	\$19.14	\$10.07
	15 to 29 cu yds	\$19.48	\$10.11
	Flatbed	\$19.14	\$10.07
	Semi	\$19.48	\$10.11

- To determine the Tile Setters-Marble Mason-Terrazzo mechanic rates—Use Davis Bacon-Building rates adopted by the Career Service Board.
- To determine the Tile Finisher-Floor Grinder-Base Grinder—Use current Career Service Prevailing Wage Schedules.
- Caulkers—Receive rate prescribed for craft performing operation to which caulking is incidental .i.e. glazier, painter, brick layer, cement mason.
- Use the “Carpenters—All Other Work” rates published by the federal Davis Bacon rates for batt insulation, pre-stress concrete and tilt up concrete walls, Roofers (including foundation waterproofing).
- Use the “Laborer—Common”, rates published by the federal Davis Bacon rates for General Housekeeping, Final Cleanup and Fence Installer.



DENVER
THE MILE HIGH CITY

Office of Human Resources
Denver's Human Resource Agency

201 W. Colfax, Department 412
Denver, CO 80202
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f: 720.913.5720
www.denvergov.org/csa

TO: All Users of the City of Denver Prevailing Wage Schedules
FROM: Seth Duhon-Thornton, Staff Human Resource Professional
DATE: Friday August 23, 2013
SUBJECT: Latest Change to Prevailing Wage Schedules

Please be advised, prevailing wage rates for some building, heavy, and highway construction trades have not been updated by the United States Department of Labor (DOL) since March 1, 2002. The Career Service Board, in their meeting held on April 21, 2011, approved the use of the attached supplemental wage rates until prevailing wage rates for these classifications of work are again published by the United States Department of Labor in accordance with the Davis-Bacon Act. The rates will be provided as a supplemental to the Davis-Bacon Heavy rates issued by OHR.

The effective date for this publication will be **Friday August 23, 2013** and applies to the City and County of Denver for **HEAVY CONSTRUCTION PROJECTS** in accordance with the Denver Revised Municipal Code, Section 20-76(c).

General Wage Decision No. CO130012
Superseded General Decision No. CO20120012
Modification No. 09
Publication Date: 08/16/2013
(8 pages)

Unless otherwise specified in this document, apprentices shall be permitted only if they are employed pursuant to, and individually registered in, a bona fide apprenticeship program registered with the U.S. Department of Labor (DOL). The employer and the individual apprentice must be registered in a program, which has received prior approval, by the DOL. Any employer, who employs an apprentice and is found to be in violation of this provision, shall be required to pay said apprentice the full journeyman scale.

For questions please call (720) 913-5018

Attachments as listed above.

General Decision Number: CO130012 08/16/2013 CO12

Superseded General Decision Number: CO20120012

State: Colorado

Construction Type: Heavy

Counties: Adams, Arapahoe, Boulder, Broomfield, Denver, Douglas, El Paso, Jefferson, Larimer, Mesa, Pueblo and Weld Counties in Colorado.

HEAVY CONSTRUCTION PROJECTS

Modification Number	Publication Date
0	01/04/2013
1	03/08/2013
2	04/05/2013
3	04/19/2013
4	04/26/2013
5	05/03/2013
6	05/17/2013
7	07/05/2013
8	07/26/2013
9	08/16/2013

ASBE0028-001 10/01/2012

	Rates	Fringes
Asbestos Workers/Insulator (Includes application of all insulating materials, protective coverings, coatings and finishings to all types of mechanical systems).....	\$ 28.98	13.03

BRCO0007-004 01/01/2011

ADAMS, ARAPAHOE, BOULDER, BROOMFIELD, DENVER, DOUGLAS AND JEFFERSON COUNTIES

	Rates	Fringes
BRICKLAYER.....	\$ 22.13	9.89

BRCO0007-006 06/01/2011

EL PASO AND PUEBLO COUNTIES

	Rates	Fringes
BRICKLAYER.....	\$ 21.97	9.88

ELEC0012-004 09/01/2012

PUEBLO COUNTY

Rates	Fringes
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ELECTRICIAN

Electrical work where the cost is \$150,000 or less....\$ 24.50	11.84
Electrical work where the cost is over \$150,000.....\$ 27.00	11.91

ELEC0068-001 12/01/2012

ADAMS, ARAPAHOE, BOULDER, BROOMFIELD, DENVER, DOUGLAS,
JEFFERSON, LARIMER, AND WELD COUNTIES

	Rates	Fringes
ELECTRICIAN.....	\$ 32.10	12.53

ELEC0111-001 09/01/2012

	Rates	Fringes
Line Construction:		
Cable Splicer.....	\$ 28.65	13.75%+4.75
Equipment Operator- Underground.....	\$ 25.06	12.75%+4.75
Groundman.....	\$ 22.31	9.78
Line Equipment Operator.....	\$ 27.24	10.80
Lineman and Welder.....	\$ 39.03	14.42

ELEC0113-002 06/01/2013

EL PASO COUNTY

	Rates	Fringes
ELECTRICIAN.....	\$ 29.55	14.48

ELEC0969-002 06/01/2010

MESA COUNTY

	Rates	Fringes
ELECTRICIAN.....	\$ 20.75	5.66

ENGI0009-001 06/25/2012

	Rates	Fringes
Power equipment operators:		
Blade: Finish.....	\$ 24.57	8.62
Blade: Rough.....	\$ 24.27	8.62
Bulldozer.....	\$ 24.27	8.62
Cranes: 50 tons and under..	\$ 24.42	8.62
Cranes: 51 to 90 tons.....	\$ 24.57	8.62
Cranes: 91 to 140 tons.....	\$ 24.72	8.62
Cranes: 141 tons and over...	\$ 25.48	8.62
Forklift.....	\$ 23.92	8.62
Mechanic.....	\$ 24.42	8.62
Oiler.....	\$ 23.57	8.62
Scraper: Single bowl under 40 cubic yards.....	\$ 24.42	8.62
Scraper: Single bowl, including pups 40 cubic		

yards and over and tandem		
bowls.....	\$ 24.57	8.62
Trackhoe.....	\$ 24.42	8.62

 IRON0024-003 07/01/2011

	Rates	Fringes
Ironworkers:.....	\$ 23.80	18.07
Structural		

 LABO0086-001 05/01/2009

	Rates	Fringes
Laborers:		
Pipelayer.....	\$ 18.68	6.78

 PLUM0003-005 07/01/2013

ADAMS, ARAPAHOE, BOULDER, BROOMFIELD, DENVER, DOUGLAS,
 JEFFERSON, LARIMER AND WELD COUNTIES

	Rates	Fringes
PLUMBER.....	\$ 35.68	12.34

 * PLUM0058-002 07/01/2013

EL PASO COUNTY

	Rates	Fringes
Plumbers and Pipefitters.....	\$ 32.55	13.65

 * PLUM0058-008 07/01/2013

PUEBLO COUNTY

	Rates	Fringes
Plumbers and Pipefitters.....	\$ 32.55	13.65

 PLUM0145-002 07/01/2011

MESA COUNTY

	Rates	Fringes
Plumbers and Pipefitters.....	\$ 35.17	11.05

 PLUM0208-004 07/01/2013

ADAMS, ARAPAHOE, BOULDER, BROOMFIELD, DENVER, DOUGLAS,
 JEFFERSON, LARIMER AND WELD COUNTIES

	Rates	Fringes
PIPEFITTER.....	\$ 33.35	12.27

 SHEE0009-002 07/01/2012

	Rates	Fringes
Sheet metal worker.....	\$ 31.77	12.32

TEAM0455-002 07/01/2011

	Rates	Fringes
Truck drivers:		
Pickup.....	\$ 18.41	3.87
Tandem/Semi and Water.....	\$ 19.04	3.87

SUCO2001-006 12/20/2001

	Rates	Fringes
BOILERMAKER.....	\$ 17.60	
Carpenters:		
Form Building and Setting...	\$ 16.97	2.74
All Other Work.....	\$ 15.14	3.37
Cement Mason/Concrete Finisher...	\$ 17.31	2.85
IRONWORKER, REINFORCING.....	\$ 18.83	3.90
Laborers:		
Common.....	\$ 11.22	2.92
Flagger.....	\$ 8.91	3.80
Landscape.....	\$ 12.56	3.21
Painters:		
Brush, Roller & Spray.....	\$ 15.81	3.26
Power equipment operators:		
Backhoe.....	\$ 16.36	2.48
Front End Loader.....	\$ 17.24	3.23
Skid Loader.....	\$ 15.37	4.41

WELDERS - Receive rate prescribed for craft performing operation to which welding is incidental.

Career Service Authority
Supplemental to the Davis-Bacon HEAVY Construction Projects rates
(Specific to the Denver Projects)
(Supp #74, Date: 02-03-2012)

<u>Classification</u>		<u>Base</u>	<u>Fringe</u>
Millwrights		\$28.00	\$10.00
Line Construction:			
	Lineman, Gas Fitter/Welder	\$36.88	\$9.55
	Line Eq Operator/Line Truck Crew	\$25.74	\$8.09
Power Equipment Operators (Tunnels Above and Below Ground, shafts and raises):			
	GROUP 1	\$25.12	\$10.81
	GROUP 2	\$25.47	\$10.85
	GROUP 3	\$25.57	\$10.86
	GROUP 4	\$25.82	\$10.88
	GROUP 5	\$25.97	\$10.90
	GROUP 6	\$26.12	\$10.91
	GROUP 7	\$26.37	\$10.94
Power Equipment Operators:			
	GROUP 1	\$22.97	\$10.60
	GROUP 2	\$23.32	\$10.63
	GROUP 3	\$23.67	\$10.67
	GROUP 4	\$23.82	\$10.68
	GROUP 5	\$23.97	\$10.70
	GROUP 6	\$24.12	\$10.71
	GROUP 7	\$24.88	\$10.79
Ironworkers (Ornamental)		\$24.80	\$10.03
Laborers:			
	GROUP 1	\$17.68	\$8.22
	GROUP 2	\$18.18	\$8.27
	GROUP 3	\$21.59	\$8.61
Laborers: (Tunnel)			
	GROUP 1	\$18.53	\$8.30
	GROUP 2	\$18.63	\$8.31
	GROUP 3	\$19.73	\$8.42
	GROUP 4	\$21.59	\$8.61
	GROUP 5	\$19.68	\$8.42
Laborers (Removal of Asbestos)		\$21.03	\$8.55
Truck Drivers:			
	GROUP 1	\$18.42	\$10.00
	GROUP 2	\$19.14	\$10.07
	GROUP 3	\$19.48	\$10.11
	GROUP 4	\$20.01	\$10.16
	GROUP 5	\$20.66	\$10.23
	GROUP 6	\$21.46	\$10.31

POWER EQUIPMENT OPERATOR CLASSIFICATIONS
(TUNNELS ABOVE AND BELOW GROUND, SHAFTS, AND RAISES):

GROUP 1 - Brakeman

GROUP 2 - Motorman

GROUP 3 - Compressor

GROUP 4 - Air Tractors; Grout Machine; Gunnite Machine; Jumbo Form

GROUP 5 - Concrete Placement Pumps; Mucking Machines and Front End Loaders, Underground, Slusher; Mine Hoist Operator; Mechanic

GROUP 6 - Mechanic Welder

GROUP 7 - Mole

NOTE: Any equipment listed below being used in tunnel work, below or above ground shall be paid not less than \$2.00 per hour above the listed wage rates.

POWER EQUIPMENT OPERATOR CLASSIFICATIONS:

GROUP 1 - Air compressor, brakeman, drill operator - smaller than Watson 2500 and similar, operators of 5 or more light plants, welding machines, generators, single unit conveyor, pumps, vacuum well point system, tractor, under 70 hp with or without attachments compressors, 360 C.F.M. or less.

GROUP 2 - Conveyor, handling **building** materials, ditch witch and similar trenching machine, haulage motor man, pugmill, portable screening plant with or without a spray bar, screening plants, with classifier.

GROUP 3 - Asphalt screed, asphalt plant, backfiller, bituminous spreader or laydown machine; cableway signalman, caisson drill, William MF, similar or larger; C.M.I. and similar, concrete batching plants, concrete finish machine, concrete gang saw on concrete paving, concrete mixer, less than 1 yd., concrete placement pumps, under 8 inches, distributors, bituminous surfaces dozer, drill, diamond or core, drill rigs, rotary, churn, or cable tool, elevating graders, elevator operator, equipment, lubricating and service engineer, grout machine, gunnite machine, hoist, 1 drum, horizontal directional drill operator, sandblasting machine, single unit portable crusher, with or without washer, tie tamper, wheel mounted, tractor, 70 hp and over with or without attachments, trenching machine operator, winch on truck.

GROUP 4 - Cable operated power shovels, draglines, clamshells, and backhoes, 5 cubic yards and under, concrete mixer over 1 cubic yard, concrete paver 34E or similar, concrete placement pumps, 8 inches and over, grade checker, hoist, 2 drums, hydraulic backhoe, 3/4 yds and over, loader, over 6 cubic yards, mechanic, mixer mobile, multiple unit portable crusher, with or without washer; piledriver, tractor with sideboom, roto- mill and similar, welder.

GROUP 5 - Cable operated power shovels, draglines, clamshells and backhoes over 5 cubic yards, caisson drill Watson 2500 similar or larger, hoist 3 drum or more, mechanic – welder (heavy-duty).

GROUP 6 - Cableway, derrick, quad nine push unit, wheel excavator, belt or elevating loader

GROUP 7 - tower cranes all types

LABORER CLASSIFICATIONS:

GROUP 1 - Janitors; Yardmen

GROUP 2 –Erosion Control, Dowel Bars; Fence Erectors; Gabion Basket and Reno mattresses; Signaling, Metal Mesh; Stake Caser; Traffic Control Devices; Tie Bars and Chairs in Concrete; Paving; Waterproofing Concrete; Air, Gas, Hydraulic Tools and Electrical Tool Operators; Barco Hammers; Cutting Torches; drill; diamond and core drills; Core, diamond, air track including but not limited to; Joy, Mustang, PR-143, 220 Gardner-**Denver**, Hydrosonic, and water blaster operator;

Chuck Tender; Electric hammers; Jackhammers; Hydraulic Jacks; Tampers; Air Tampers; Automatic Concrete Power Curbing Machines; Concrete Processing Material; Operators of concrete saws on pavement (other than gangsaws); Power operated Concrete Buggies; Hot Asphalt Labor; Asphalt Curb Machines; Paving Breakers; Transverse Concrete Conveyor Operator; Cofferdams; Boxtenders; Caisson 8' to 12'; Caisson Over 12'; Jackhammer Operators in Caissons over 12'; Labor applicable to Pipe coating or Wrapping; Pipe Wrappers, Plant and Yard; Relining Pipe; Hydroliner (a plastic may be used to waterproof); Pipelayer on Underground Bores; Sewer, Water, Gas, Oil Conduit; Enamalers on Pipe, inside and out, Mechanical Grouters; Monitors; Jeep Holiday Detector Men; Pump Operators; Rakers; Vibrators; Hydro- broom, Mixer Man; Guniting Nozzlemen; Shotcrete Operator; and chain saws, gas and electric; Sand Blaster; Licensed Powdermen; Powdermen and Blaster; Siphons; Signalmen; Dumpman/spotter; Grade Checker.

GROUP 3 - Plug and galleys in dams; Scalars; any work on or off Bridges 40' above the ground performed by Laborers working from a Bos'n Chair, Swing Stage, Life Belt, or Block and Tackle as a safety requirement.

TUNNEL LABORER CLASSIFICATIONS:

GROUP 1 - Outside Laborer - Above ground

GROUP 2 - Minimum Tunnel Laborer, Dry Houseman

GROUP 3 - Cable or Hose Tenders, Chuck Tenders, Concrete Laborers, Dumpmen, Whirley Pump Operators

GROUP 4 - Tenders on Shotcrete, Guniting and Sand Blasting; Tenders, core and Diamond Drills; Pot Tenders

GROUP 5 - Collapsible Form Movers and Setters; Miners; Machine Men and Bit Grinders; Nippers; Powdermen and Blasters; Reinforcing Steel Setters; Timbermen (steel or wood tunnel support, including the placement of sheeting when required); and all Cutting and Welding that is incidental to the Miner's work; Tunnel Liner Plate Setters; Vibrator Men, Internal and External; Unloading, stopping and starting of Moran Agitator Cars; Diamond and Core Drill Operators; Shotcrete operator; Guniting Nozzlemen; Sand Blaster; Pump Concrete Placement Men.

TRUCK DRIVER CLASSIFICATIONS:

GROUP 1 - Sweeper Truck, Flat Rack Single Axle and Manhaul, Shuttle Truck or Bus.

GROUP 2 - Dump Truck Driver to and including 6 cubic yards, Dump Truck Driver over 6 cubic yards to and including 14 cubic yards, Straddle Truck Driver, Liquid and Bulk Tankers Single Axle, Euclid Electric or Similar, Multipurpose Truck Specialty and Hoisting.

GROUP 3 - Truck Driver Snow Plow.

GROUP 4 - Cement Mixer Agitator Truck over 10 cubic yards to and including 15 cubic yards.

WELDERS: Receive rate prescribed for craft performing operation to which welding is incidental.



DENVER
THE MILE HIGH CITY

TO: All Users of the City of Denver Prevailing Wage Schedules
FROM: Seth Duhon-Thornton, OHR Compensation and Classification
DATE: June 20, 2013
SUBJECT: Latest Update to Prevailing Wage Schedules

Please find an attachment to this memorandum all of the current Office of Human Resources Prevailing Wage Schedules issued in accordance with the City and County of Denver's Revised Municipal Code, Section 20-76(c). This schedule does not include the Davis-Bacon rates. The Davis-Bacon wage rates will continue to be published separately as they are announced.

Modification No. 105
Publication Date: 06-20-2013
(13 pages)

Unless otherwise specified in this document, apprentices shall be permitted only if they are employed pursuant to, and individually registered in, a bona fide apprenticeship program registered with the U.S. Department of Labor. The employer and the individual apprentice must be registered in a program, which has received prior approval, by the U.S. Department of Labor. Any employer, who employs an apprentice and is found to be in violation of this provision, shall be required to pay said apprentice the full journeyman scale.

Questions call (720) 913-5664

Attachments as listed above.

APPLIANCE MECHANIC

Last Revision: 02-19-2009

Effective: 02-19-2009

Classification:	<u>Base Wage</u>	<u>Fringes</u>
Appliance Mechanic	\$22.34/hour	\$5.82/hour

Plus 10% shift differential for regularly scheduled hours worked between 6:00 p.m. and 6:00 a.m.

The Appliance Mechanic installs, services and repairs stoves, refrigerators, dishwashing machines, and other electrical household or commercial appliances, using hand tools, test equipment and following wiring diagrams and manufacturer's specifications. Responsibilities include: connects appliance to power source and test meters, such as wattmeter, ammeter, or voltmeter, observes readings on meters and graphic recorders, examines appliance during operating cycle to detect excess vibration, overheating, fluid leaks and loose parts, and disassembles appliances and examines mechanical and electrical parts. Additional duties include: traces electrical circuits, following diagram and locates shorts and grounds, using ohmmeter, calibrates timers, thermostats and adjusts contact points, and cleans and washes parts, using wire brush, buffer, and solvent to remove carbon, grease and dust. Replaces worn or defective parts, such as switches, pumps, bearings, transmissions, belts, gears, blowers and defective wiring, repairs and adjusts appliance motors, reassembles appliance, adjusts pulleys and lubricates moving parts, using hand tools and lubricating equipment.

Note: This position does not perform installations done at new construction.

BAGGAGE HANDLING SYSTEM MAINTENANCE

Last Revision: 10-21-2011

Effective: 11-2-2012

Classification:	<u>Base Wage</u>	<u>Fringes</u>
Entry-Support Mechanic	\$15.26/hour	\$5.47/hour
Machinery Maintenance Mechanic	\$19.33/hour	\$5.94/hour
Controls System Technician	\$24.90/hour	\$6.58/hour

Plus 10% shift differential for regularly scheduled hours worked between 6:00 p.m. and 6:00 a.m.

Entry Support Mechanic

Under direct supervision, assists the Machinery Maintenance Mechanic in maintaining the operational status of the baggage handling system. Duties include but are not limited to; assisting with adjustments with belt tracking, belt tension, and gearbox.

Machinery Maintenance Mechanic

Performs routine and basic adjustments of baggage handling system equipment including but not limited to, belt tracking, belt tension, and gearbox and bearing lubrication. Performs daily and periodic shift inspections, cleaning, and diagnostics of mechanical system components based on an established preventive maintenance program. Dismantles, repairs, and reassembles equipment or machines for stock replacement or to restore baggage handling system equipment to operational status. Preventive maintenance and overhauling machines includes, but is not limited to, motors, clutches, brakes, transporting telecars, bearings, drive belts, drive shafts, pulleys, gearboxes (speed reducers), and conveyor belting. Maintains daily turnover reports and hourly labor time sheets for warranty reimbursement and statistical tracking of repairs.

Controls System Technician

Performs a variety of functions such as installation, maintenance, and repair of devices which control and are controlled by the baggage handling system and related equipment. Such devices include, but are not

limited to, personal computers, programmable logic controllers and peripherals, motor control panels, photoelectric sensors, sync-pulse tachometers, laser and RF readers, linear induction motors and servo-drives. Troubleshoots and repairs all control system and electrical failures by applying comprehensive technical knowledge to solve problems by interpreting manufacturer manuals or similar documents. Work requires familiarity with the interrelationships of electro-mechanical devices.

Removes and replaces plug-in type boards and components. Aligns, replaces, and cleans photocells. Makes minor repairs of connectors, wiring and fuses on-site, and cleans and performs diagnostic routines of electrical and control system components. Performs scheduled routine maintenance on all control system components and reporting devices (including personal computers), based on recommended manufacturer practices. Uses a personal computer to diagnose and correct PLC and operating system software problems. Diagnoses, repairs and aligns laser array (baggage tag reader) and RF reader hardware and software.

Note: Incumbents must possess an Electrician's license when work warrants.

BUILDING ENGINEER

Last Revision: 07-21-2011
 Effective: 07-19-2012

Classification:	<u>Base Wage</u>	<u>Fringes</u>
Building Engineer	\$28.85/hour	\$7.04/hour

This classification of work is responsible for operating, monitoring, maintaining/repairing the facilities mechanical systems to ensure peak performance of the systems. This includes performing P.M. and repair work of the building mechanical systems, inspecting, adjusting, and monitoring the building automation and life safety systems, contacting vendors and place order replacement parts, responding to customer service requests and performing maintenance/repairs in tenant or public spaces, performing routine P.M. i.e. light plumbing and electrical repairs, ballast lamp and tube replacement, operating mechanical systems both on site and via a remote laptop computer, maintaining inventory of spare parts and tools, painting and cleaning mechanical equipment and machine rooms, etc.

FUEL HANDLER SERIES

Last Revision: 10-21-2011
 Effective: 11-2-2012

Classification:	<u>Base Wage</u>	<u>Fringes</u>
Fuel Distribution System Operator	\$18.97/hour	\$5.90/hour
Lead Fuel Distribution System Operator	\$19.83/hour	\$6.00 /hour
Fuel Distribution System Mechanic	\$23.46/hour	\$6.42/hour
Lead Fuel Distribution System Mechanic	\$24.53/hour	\$6.54/hour

Plus 10% shift differential for hours worked between 6:00 p.m. and 6:00 a.m.

Fuel Distribution System Operator:

Receives, stores, transfers, and issues fuel. Performs various testing procedures and documentation on fuel samples. Gauges tanks for water, temperature and fuel levels. Performs temperature and gravity testing for correct weight of fuel. Checks pumping systems for correct operating pressure or unusual noises. Inspects fuel receiving, storage, and distribution facilities to detect leakage, corrosion, faulty fittings, and malfunction of mechanical units, meters, and gauges such as distribution lines, float gauges, piping valves, pumps, and roof sumps. Operates a 24-hour control center; operates various computer equipments

to determine potential equipment failure, leak and cathodic protection systems, pump failure, and emergency fuel shutoff systems. Monitors quality of fuel and drains excess condensation from fuel sumps and underground fuel pits. Inspects fuel tank farm for such items as leaks, low pressure, and unauthorized personnel. Performs general housekeeping and grounds maintenance for terminal, pipeline and dock areas, including fuel pits and valve vault cleaning and pump out activities. May connect lines, grounding wires, and loading and off loading arms of hoses to pipelines. May assist Fuel Distribution System Mechanics by preparing work areas. Maintains record of inspections, observations and test results.

Lead Fuel Distribution System Operator:

Performs lead duties such as making and approving work assignments and conducting on-the-job training as well as performing the various tasks performed by the Operator classification.

Fuel Distribution System Mechanic:

Maintains and repairs fuel storage and distribution systems, equipment and filtration systems, and differential pressure valves. Corrects leakage, corrosion, faulty fittings, and malfunction of mechanical units, meters, and gauges such as distribution lines, float gauges, piping valves, pumps, and roof sumps. Inspects electrical wiring, switches, and controls for safe-operating condition, grounding, and adjustment; may make minor repairs. Lubricates and repacks valves. Lubricates pumps, replaces gaskets, and corrects pumping equipment misalignment. May clean strainers and filters, service water separators, and check meters for correct delivery and calibration. Overhauls system components such as pressure regulating valves and excess valves. Disassembles, adjusts, aligns, and calibrates gauges and meters or replaces them. Removes and installs equipment such as filters and piping to modify system or repair and replace system component. Cleans fuel tanks and distribution lines. Removes corrosion and repaints surfaces. Overhauls vacuum and pressure vents, floating roof seals, hangers, and roof sumps. Some positions maintain fuel-servicing equipment such as hydrant and tanker trucks. Maintains record of inspections and repairs and other related paperwork as required.

Lead Fuel Distribution System Mechanic:

Performs lead duties such as making and approving work assignments and conducting on-the-job training as well as performing the various tasks performed by the Mechanic classification.

These classifications are recommended to be inclusive and to supersede any previously adopted classifications.

CUSTODIANS

Last Revision: 01-01-2012
Effective: 09-06-2012

<u>Classification</u>	<u>Base Wage</u>	<u>Fringes</u>
Custodian I	\$13.33/hour	\$3.82 SINGLE \$5.30 2-PARTY \$6.52 FAMILY
Custodian II	\$13.68/hour	\$3.87 SINGLE \$5.36 2-PARTY \$6.57 FAMILY

Benefits and Overtime

Parking	With valid receipt from approved parking lot, employees are reimbursed the actual monthly cost of parking.
RTD Bus Pass	Employer will provide employees with the Bus Pass or pay (\$0.11) per hour for travel differential.
Shift Differential	2nd shift (2:30 p.m.-10:30 p.m.): \$.50/hr 3rd shift (10:31 p.m.-6:30 a.m.): \$1.00/hr.
Overtime	Time worked in excess of seven and one-half (7 ½) hours in one (1) day or in excess of thirty-seven and one-half (37 ½) hours in one week shall constitute overtime and shall be paid for at the rate of time and one-half (1 ½) at the employee's basic straight time hourly rate of pay.
Lunch	Any employee working seven and a half (7.5) hours in a day is entitled to a thirty (30) minute paid lunch.
Note	The Career Service Board in their public hearing on March 15, 2007 approved to amend prevailing wages paid to the Custodian as follows: "All contractors shall provide fringe benefits or cash equivalent at not less than the single rate amount. Contractors who offer health insurance shall provide an employer contribution to such insurance of not less than the 2-party or family rate for any employee who elects 2-party or family coverage. Contractors who offer such coverage will be reimbursed for their employer contributions at the above rates under any City contract incorporating this wage specification."

Position Descriptions:

Custodian I	Any employee performing general clean-up duties using equipment that does not require special training: i.e., dust mopping, damp mopping, vacuuming, emptying trash, spray cleaning, washing toilets, sinks, walls, cleaning chairs, etc.
Custodian II	Any employee performing specialized cleaning duties requiring technical training and the use of heavy and technical equipment, i.e., heavy machine operators floor strippers and waxers, carpet shampooers, spray buffing, re-lamping, mopping behind machines, high ladder work, chemical stripping and finishing of stainless steel.

DIA Oil and Gas Wages

Established March 21, 2013

<u>Classification:</u>	<u>SCA Title</u>	<u>Base Wage</u>	<u>Fringes</u>	<u>Total</u>
Mechanic	Heavy Equipment Mechanic	\$22.05	\$6.25	\$28.30
Pipefitter	Pipefitter, Maintenance	\$24.59	\$6.55	\$31.14
Rig/Drill Operator	Well Driller	\$20.88	\$6.12	\$27.00
Derrick Hand/Roustabout	Laborer	\$13.87	\$5.31	\$19.18
Truck Driver	Truck driver, Heavy	\$20.37	\$6.06	\$26.43

Service Contract Act Wage Determination No. 2005-2081 Rev No. 12 was used to obtain the base wages.

Service Contract Act Wage Determination No. : 2005-2081, Rev No. 12, Dated 06/13/2012 was used to calculate benefits:

HEAVY EQUIPMENT MECHANIC

The Heavy Equipment Mechanic analyzes malfunctions and repairs, rebuilds and maintains power equipment, such as cranes, power shovels, scrapers, paving machines, motor graders, trench-digging machines, conveyors, bulldozers, dredges, pumps, compressors and pneumatic tools. This worker operates and inspects machines or equipment to diagnose defects, dismantles and reassembles equipment, using hoists and hand tools, examines parts for damage or excessive wear, using micrometers and gauges, replaces defective engines and subassemblies, such as transmissions, and tests overhauled equipment to insure operating efficiency. The mechanic welds broken parts and structural members, may direct workers engaged in cleaning parts and assisting with assembly and disassembly of equipment, and may repair, adjust and maintain mining machinery, such as stripping and loading shovels, drilling and cutting machines, and continuous mining machines.

PIPEFITTER, MAINTENANCE

The Pipefitter, Maintenance installs or repairs water, steam, gas or other types of pipe and pipefitting. Work involves most of the following: laying out work and measuring to locate position of pipe from drawings or other written specifications, cutting various sizes of pipe to correct lengths with chisel and hammer, oxyacetylene torch or pipe-cutting machines, threading pipe with stocks and dies. This person is responsible for bending pipe by hand-driven or power-driven machines, assembling pipe with couplings and fastening pipe to hangers, making standard shop computations relating to pressures, flow and size of pipe required; and making standard tests to determine whether finished pipes meet specifications. In general, the work of the Maintenance Pipefitter requires rounded training and experience usually acquired through a formal apprenticeship or equivalent training and experience.

WELL DRILLER

This incumbent sets up and operates portable drilling rig (machine and related equipment) to drill wells, extends stabilizing jackscrews to support and level drilling rig, moves levers to control power-driven winch that raises and extends telescoping mast. This person bolts trusses and guy wires to raise mast and anchors them to machine frame and stakes, and assembles drilling tools, using hand tools or power tools. The Well Driller moves levers and pedals to raise tools into vertical drilling position and lowers well casing (pipe that shores up walls of well) into well bore, using winch, moves levers and pedals and turns hand wells to control reciprocating action of machine and to drive or extract well casing.

LABORER

The Laborer performs tasks that require mainly physical abilities and effort involving little or no specialized skill or prior work experience. The following tasks are typical of this occupation: The Laborer loads and unloads trucks, and other conveyances, moves supplies and materials to proper location by wheelbarrow or hand truck; stacks materials for storage or binning, collects refuse and salvageable materials, and digs, fills, and tamps earth excavations, The Laborer levels ground using pick, shovel, tamper and rake, shovels concrete and snow; cleans culverts and ditches, cuts tree and brush; operates power lawnmowers, moves and arranges heavy pieces of office and household furniture, equipment, and appliance, moves heavy pieces of automotive, medical engineering, and other types of machinery and equipment, spreads sand and salt on icy roads and walkways, and picks up leaves and trash.

TRUCKDRIVER, HEAVY TRUCK

Straight truck, over 4 tons, usually 10 wheels. The Truckdriver drives a truck to transport materials, merchandise, equipment, or workers between various types of establishments such as: manufacturing plants, freight depots, warehouses, wholesale and retail establishments, or between retail establishments and customers' houses or places of business. This driver may also load or unload truck with or without helpers, make minor mechanical repairs, and keep truck in good working order.

Glycol Facility Wages

Established June 6, 2013

Classification:	SCA Title	Base Wage	Fringes	Total
Deicing Facility Operator	Water Treatment Plant Operator	\$22.79	\$6.34	\$29.13
Maintenance Mechanic	Machinery Maintenance Mechanic	\$23.43	\$6.41	\$29.84
Material Handling Laborer	Material Handling Laborer	\$17.36	\$5.71	\$23.07

Service Contract Act Wage Determination No. 2005-2081 Rev No. 12 was used to obtain the base wages.

Service Contract Act Wage Determination No. : 2005-2081, Rev No. 12, Dated 06/13/2012 was used to calculate benefits:

FIRE EXTINGUISHER REPAIRER

Established date: 09/06/2012

Classification:

Base Wages:

Fringes:

Fire Extinguisher Repairer

\$18.97/hour

\$5.90/hour

The Fire Extinguisher Repairer performs the following duties: repairs and tests fire extinguishers in repair shops and in establishments, such as factories, homes, garages, and office buildings, Using hand tools and hydrostatic test equipment, this repairer dismantles extinguisher and examines tubings, horns, head gaskets, cutter disks, and other parts for defects, and replaces worn or damaged parts. Using hand tools, this repairer cleans extinguishers and recharges them with materials, (such as soda water and sulfuric acid, carbon tetrachloride, nitrogen or patented solutions); tests extinguishers for conformity with legal specifications using hydrostatic test equipment, and may install cabinets and brackets to hold extinguishers.

FURNITURE MOVERS

(Moving, Storage and Cartage Workers)

Last Revision: 10-21-2011

Effective: 11-2-2012

Classification:	<u>Base Wage</u>	<u>Fringes</u>
Laborer/Helper	\$17.36/hour	\$5.71/hour
Driver/Packer	\$17.43/hour	\$5.72/hour
Lead Worker	\$18.22/hour	\$5.81/hour

LANDSIDE PARKING ELECTRONICS TECHNICIAN

Last Revision: 10-21-2011

Effective: 11-2-2012

Classification:	<u>Base Wage</u>	<u>Fringes</u>
Landside Parking Electronics Technician	\$22.14/hour	\$6.26/hour

Plus 10% shift differential for regularly scheduled hours worked between 6:00 p.m. and 6:00 a.m.

This classification of work installs, modifies, troubleshoots, repairs and maintains revenue control equipment at manned and unmanned parking entrance and exit gates. Replaces consumable items such as tickets, printer ribbons, and light bulbs. Replaces modules and related equipment as needed to repair existing equipment, modify applications, or resolve unusual problems. Troubleshoots, tests, diagnoses, calibrates, and performs field repairs. Performs preventive maintenance such as inspection, testing, cleaning, lubricating, adjusting and replacing of serviceable parts to prevent equipment failure for electromechanical control in order to minimize repair problems and meet manufacturers' specifications.

SIGN ERECTOR

Last Revision: 10-15-2009

Effective: 10-15-2010

Classification:	<u>Base Wage</u>	<u>Fringes</u>
Sign Erector	\$20.19/hour	\$3.80/hour

This classification of work erects, assembles, and/or maintains signs, sign structures and/or billboards using various tools. Erects pre-assembled illuminated signs on buildings or other structures according to sketches, drawings, or blueprints. Digs and fills holes, places poles. Bolts, screws, or nails sign panels to sign post or frame. Replaces or repairs damaged or worn signs. May use welding equipment when installing sign. This classification is not a licensed electrician and therefore cannot make connections to power sources (i.e., provide exit lighting).

TELEDATA TECHNICIAN

Last Revision: 07-22-2011
Effective: 07-19-2012

Classification:	<u>Base Wage</u>	<u>Fringes</u>
Teledata Technician	\$35.31/hour	\$7.78/hour

This classification of work is responsible for telephone installation, removal, relocation, problem resolution, cable maintenance and repair ; installs and maintains large programmable PBX systems (Panasonic 1, 2, & 3 line sets, ISDN 6504, 6508, 7504, 7505, 7506, 7507; Northstar stations and systems; Northern Telecom Option 11 system, Vodavi Executive sets and systems, AT&T system 75, Eagle sets and systems; 2/06, 4/10, 8/20, 10/30, 30/70 Merlin systems; 3/8, 6/16, 12/24, and 24/48 Vodavi systems). Duties also include testing circuits, analyzing results, repairing and modifying circuits and equipment in a step by step XY all relay and/or electronic switch system. This classification of worker locates electrical, electronic, and mechanical failures in telephone switching and carrier equipment; repairs equipment by replacing defective parts by such procedures as setting clearances, adjusting spring tensions, wipers, relay contacts and other interrelated mechanisms ; installs or rearranges equipment frames and shelves, and such equipment as line finders, switch banks, selectors, connectors, repeaters, peg counters, restricting post cams, and various interrelated truck circuits. Workers resolve complex problems between exchange, both government and commercial and may direct, instruct, and assist lower level employees with their overall assignments.

**TILE SETTER-MARBLE MASONS-TERRAZZO
FINISHERS, FLOOR GRINDERS, AND BASE GRINDERS**

Last Revision: 07-07-2011
Effective: 09-06-2012

Classification:	<u>Base Wage</u>	<u>Fringes</u>
Finisher (Tile- Marble-Terrazzo)	\$17.82 /hour	\$9.33/hr

Effective May 1, 2008, Local Union 7 of Colorado combined three classes of Finishers, Floor Grinders, and Base Grinders into Finisher using one pay schedule.

Journeymen Rates for the Tile Setter classification of work (Tile Setter, Marble Mason, and Terrazzo Worker) are provided by the Davis-Bacon Act.

TRANSIT TECHNICIANS

Last Revision: 01-01-2012

Effective: 01-01-2013

Classification:	<u>Base Wage</u>	<u>Fringes</u>
Transit Technician - Entry	\$22.21/hour	\$6.27/hour
Transit Technician - Senior	\$24.28/hour	\$6.51/hour
Transit Technician - Lead	\$25.38/hour	\$6.64/hour
Elevator Mechanic/Repairer	\$39.59/hour	\$29.08/hour (< 5 yrs service) \$29.87/hour (> 5 yrs service)

In addition, Shift differentials of eight percent (8%) of the employee's straight time pay rate for the second shift and ten percent (10%) for the third shift for straight time work regularly scheduled providing more than (50%) of the employee's work occurred on such shift.

Transit Technician-Entry: Associates in this position will be given instruction by on-the-job and/or classroom training to perform corrective and preventive maintenance, inspections, repairs, and adjustments to all systems, subsystems, and components of an electronic, mechanical, electro/mechanical, hydraulic, and pneumatic nature. This classification of workers may assist with routine preventive maintenance, inspection, and adjustment. Tasks and procedures are well established and require close supervision. Incumbents will follow the direction of higher level personnel in preventive or corrective maintenance phases of work. Most tasks will be of an apprentice nature and will require close supervision. Incumbents will progress to the journey level after one year as a Transit Technician-Entry.

Transit Technician-Senior: This is a full performance level class performing various corrective and preventive maintenance, inspections, repairs, and adjustments to all systems, subsystems, and components of an electronic, mechanical, electro-mechanical, hydraulic, and pneumatic nature; monitors the transit system via a central computer system to make automated adjustments in the operation and maintenance of the transit system.

Transit Technician-Lead: Performs lead technical duties such as making work assignments and conducting on-the-job informal training as well as performing various tasks involved with the operation and maintenance of the transit system. The Lead Transit Technician is the specialist in terms of hands-on diagnosis and troubleshooting various problems that may arise on the transit system.

23210-Elevator Repairer: The SCA-Directory of Occupations describes, Elevator Repairer as, "repairs and maintains "Automated People Movers" and like named devices used in the transportation of people and materials including, but not limited to elevators, escalators, dumbwaiters, and moving walkways to meet safety regulations and building codes. This worker trouble shoots and determines causes of trouble in brakes, electrical motors, switches, signal and control systems, using computers, test lamps, voltmeters, ammeters, and oscilloscopes, disassembles defective units and repairs or replaces parts such as electrical door locks, cables, electrical wiring and faulty safety devices installs push button control systems, complete control systems, and other devices to modernize automated people mover systems, and cleans and lubricates bearing and other parts to minimize friction."

TREE TRIMMERS

Last Revision: 10-15-2009
Effective: 10-15-2010

Classification:	<u>Base Wage</u>	<u>Fringes</u>
Tree Trimmer	\$16.77/hour	\$2.48/hour

This classification of work trims, removes, and applies insecticides to trees and shrubbery including trimming dead, diseased, or broken limbs from trees utilizing rope and saddle, chain, handsaw and other related equipment common to the care of trees and shrubs. Removes limbs, branches and other litter from the work area, observes safety rules, inspects and identifies tree diseases and insects of the area distinguishing beneficial insects and environmental stress, takes samples from diseased or insect infested trees for lab analysis, operates a wide variety of heavy and power equipment in trimming and removing trees and shrubbery i.e. mobile aerial tower unit, tandem trucks, loaders, chipper, etc., maintains all equipments.

WINDOW CLEANERS

Last Revision: 01-20-2011
Effective: 09-06-2012

Classification:	<u>Base Wage</u>	<u>Fringes</u>
Window Cleaner	\$21.25 /hour	\$6.61/hr (Single) \$8.34/hr (2-Party) \$9.12/hr (Family)

Benefits/Overtime

Parking	With valid monthly parking receipt from approved parking lot, employees are reimbursed for the cost of parking. The employer shall reimburse employees for parking expenses from other parking lots up to the amount reimbursed for DIA Employee Parking Lot upon the submission of a monthly parking receipt. Only (1) one receipt per month.
Shift Differential	\$0.75 per hour for employees assigned to 3rd shift (11:00 p.m. to 7:00 a.m.)
Overtime	One and one-half (1½) times the basic rate of pay in excess of 7.5 hours worked per day or 37.5 hours worked per week.
Lunch	Any employee working seven and a half (7.5) hours in a day is entitled to a thirty (30) minute paid lunch.
Lead Work	\$1.25 per hour above highest paid employee under supervision
High Work	\$1.75 per hour (21 feet or more from ground (base) to top of surface/structure being cleaned)
Training	\$0.25 per hour
ECOPASS	Employer will provide employees with the ECOPASS
Note:	The Career Service Board in their public hearing on April 3, 2008, approved to amend prevailing wages paid to the Window Cleaners as follows: "All contractors shall provide fringe benefits or cash equivalent at not less than the single rate amount. Contractors who offer health insurance shall provide an employer contribution to such insurance of not less than the 2-party or family rate for any employee who elects 2-party or family coverage. Contractors who offer such coverage will be reimbursed for their employer contributions at the above rates under any City contract incorporating this wage specification."

Pest Controller

Established: 08-02-2012

Classification:

Base Wage

Fringes

Pest Controller

\$20.41/hour

\$6.07/hour

The Pest Controller sprays chemical solutions or toxic gases and sets mechanical traps to kill pests that infest buildings and surrounding areas, fumigates rooms and buildings using toxic gases, sprays chemical solutions or dusts powders in rooms and work areas, places poisonous paste or bait and mechanical traps where pests are present; may clean areas that harbor pests, using rakes, brooms, shovels, and mops preparatory to fumigating; and may be required to hold State license