

CITY OF JACKSONVILLE

NORTH CAROLINA



Department of Police



**Office of
Chief of Police**

206 N. Marine Blvd. Jacksonville, NC 28540

August 21, 2012

Christopher A Brook
Legal Director
American Civil Liberties Union of North Carolina
P.O. Box 28004
Raleigh, NC 27611

Re: Public Records Request

Mr. Brook,

In response to your Public Records request pursuant to N.C. Gen. Stat. § 132-1, the following information is being provided.

As to item number 1) request for all documents, policies practices and procedures for procuring and using ALPR Technology, and for storing, accessing and sharing data obtained through ALPR Technology.

The Jacksonville Police Department has one Automated License Plate Reader (ALPR). A copy of the Jacksonville policies on the process, development of vehicle Hot list, limitation on Usage and NCIC Access. (attached internal policy General Procedure 47). As to the development of Hot List, the department does not have any specially developed Hot List with the exception on NCIC database provided by a MOU with the State Bureau of Investigations.

As to item number 2) All records regarding the procurement of ALPR technology, including:

- a. Source of Funding (attached documentation)
- b. Invoice for the purchase of ALPR (attached documentation)
- c. Local government Approval (attached documentation)
- d. Interaction with Vendor (attached documentation)

As to item number 3) All records regarding the use of ALPR Technology

- a. Type of Data are obtained; *(See attached Bid Spec)*
- b. Number of License plates scanned and/or read in a given time period. *We have no records indicating the number of scans read.*
- c. The number of ALPR units or systems acquired; *The Jacksonville Police Department has one ALPR system was purchased in 2008 through a competitive bid process. (See attached Documentation)*
- d. The number of vehicles equipped with ALPR Technology; *One (1)*
- e. For stationary deployment; *The City of Jacksonville does not have any stationary ALPR.*
- f. The technical capabilities of the ALPR Unit: *(See attached bid Spec)*

As to item number 4) All records regarding the storage of data obtained using ALPR technology including:

- a. What type of data are stored for any period longer than an hour; *The data is stored as per the Records Retention and Disposition Schedule. A scan of the license plate and a OCR text file which was generated from the scan, which is the license plate in text format.*
- b. How long data is stored; *The data is stored as per the Records Retention and Disposition Schedule.*
- c. When data must be discarded; *The Jacksonville Police Department utilizes the North Carolina Records and Disposition schedule for municipalities for the purposes of retention. 30 Days per State Retention schedule (see attached documentation)*
- d. How many individual license plate scan records your agency currently stores; *we have no records indicating the number of scans.*

As to item number 5) All records regarding access to ALPR data, *(See Attached General Procedure 47)*

- a. The legal justification required before an individual accesses ALPR data; *None*
- b. Purpose for which data is accessed; *Records relating to this issue that are a "record of criminal investigation" or a "record of criminal intelligence information" are not subject to public access under N.C. Gen. Stat. § 132-1.4 and do not have to be disclosed.*
- c. Purpose for which data cannot be accessed; *(See Attached General Procedure 47)*
- d. Who may access the data, what procedures they must go through to obtain access, and who must authorize access; *(See Attached General Procedure 47)*
- e. The existence or non-existence of as system that records who accesses the data and when the data is accessed. *Records relating to this issue that are a "record of criminal investigation" or a "record of criminal intelligence information" are not subject to public access under N.C. Gen. Stat. § 132-1.4 and do not have to be disclosed.*

As to Item number 6) All records regarding the sharing of data obtained through ALPR technology, including;

- a. What type of data is shared; *The Jacksonville Police Department does not have any agreements or records of sharing data obtained from ALPR.*
- b. Which databases your agency puts collected ALPR data into; *Records relating to this issue that are a "record of criminal investigation" or a "record of criminal intelligence information" are not subject to public access under N.C. Gen. Stat. § 132-1.4 and do not have to be disclosed.*
- c. Third parties, that access your data; *None*
- d. Any agreements to share ALPR data with outside agencies, corporation or other entities; *The Jacksonville Police Department does not have any agreements.*

As to Item number 7) All records obtaining ALPR data from third parties, including, databases your agency can access; *The Jacksonville Police Department Auto License Plate Recognition system uses the NCIC database provided from by N.C. State Bureau of Investigation through a Memorandum of Understanding. These databases include; Stolen License Plates, NCIC Stolen Vehicles, Wanted Persons, Protective Orders, Stolen Canadian Plates, Missing Persons, Violent Gangs, Supervised Released, Convicted Sex Offenders, and Immigration Violators. (Copies of the MOU is attached)*

As to item number 8) All training materials used to instruct members of your agency in ALLPR deployment, data management or operation of automated records systems, including regional or shared ALPR databases: *Attached is Quick reference provided from the manufacturer for the use of the ALPR. The remainder training was hands on from the sales associated and engineer from Pips Technologies.*

If you have further questions, please respond to:



Michael Yaniero
Chief of Police

Attachments:

1. Jacksonville Police Department General Procedure 47
2. 2009 North Carolina Municipal Records and Disposition Schedule
3. Weed and Seed Strategy Meeting Minutes

4. Grant Adjustment notice
5. Bidnet – RFB-5105114 with Specifications
6. Budget Amendment for Grant 2007-WS-Q7-0253
7. Request for Bid Proposal ALPR
8. Bid received for ALPR
9. Vender Aggrement
10. Vender Taxpayer ID number and certificate
11. Purchase Order for ALRP
12. MOU between NC State Bureau of Investigation and the Jacksonville Police
Department – NCIC extracts.
13. PIPs Technology Pagis Quick Reference

 TYPE: General Procedure 47	Accepted and Approved 11/16/2009	Annual Review Date 11/16/2010
Subject: Automated License Plate Recognition Scanner	Chief of Police <i>Michael D. Janini</i>	

I. Purpose:

To establish policy and procedures for Departmental use of an Automatic License Plate Recognition (ALPR) Scanner.

II. Policy:

It is the policy of the Department to utilize technology in the furtherance of law enforcement efforts to locate and apprehend criminal suspects. Furthermore, it is the policy of the Department to ensure that the use of technology devices such as the Automatic License Plate Recognition Scanner should not, intentionally or otherwise, compromise legitimate privacy concerns of law abiding citizens.

III. Definitions:

- A. ALPR Scanner - an Automatic License Plate Recognition Scanner is a device that uses cameras and computer technology to compare digital images of license plates to lists of known plates of interest.
- B. Scan File - lists or data obtained by an ALPR Scanner of license plates viewed by the device, including potentially images of the plates and vehicle on which it is displayed, and information regarding the location it was viewed by the ALPR Scanner.
- C. Extract Download - "hot" lists of license plates associated with vehicles of interest from the associated database.

IV. ALPR Scanner Process:

- A. The ALPR device works by taking extract downloads from various sources, and creating a list of potential wanted vehicles or vehicles of interest. The list is loaded into the processor of the device. The device is mounted in a vehicle and then electronically captures images of license plates that come into view, and compares them to the list of vehicles of interest. The device alerts the operator of potential matches, and the source database that provided the license plate for

use in the device.

- B. The operator, upon receiving an alert will initiate or cause to be initiated a query to the appropriate database in order to obtain more detailed information regarding the reason that the vehicle is of interest to law enforcement.

V. Development of Vehicle License Plate Hot Lists:

- A. Hot Lists will be downloaded by the authorized user at the beginning of the tour of duty, so as to use the latest available information from the extracted downloads.
- B. Extract Downloads to be used in the development of the Hot Lists will be those obtained from:
 - 1. NCIC stolen vehicle, stolen tag, wanted persons, terrorist watch list, violent gangs, convicted sex offenders, protection orders, missing persons, supervised release, immigration violators, and files only.
 - 2. Departmental watch list may be developed for local warrants associated with a vehicle.
- C. Operators becoming aware of additional potential sources of vehicles of interest are not authorized to use those sources to generate hot lists without the expressed authority of the Chief of Police.

VI. Limitations on Usage:

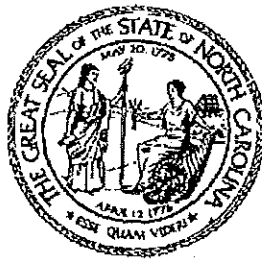
- A. Only officers of the Jacksonville Police Department that have been trained in the use of the ALPR will be authorized to have access to the equipment. Any such operator will be required to have a unique user ID and password to access the equipment for use. Security of the extracted NCIC files will be consistent with other rules, regulations, laws and procedures applying to the use of information from those databases, and will be the responsibility of each operator.
- B. Scanning Missions will not last any longer than the shift duration of the operator. If a successive officer takes over use of the vehicle in which the ALPR Scanner is mounted or otherwise take over use of the device, the off going officer will select "END SHIFT" prior to transferring the vehicle to a new operator. The new operator will begin a new scanning mission by selecting "BEGIN SHIFT".
- C. Scanned photos developed during missions will be maintained in a departmental database as per City policy.
- D. It will be a violation of this policy and procedure to download any scanned image without the authorization of the Deputy Chief of Patrol and Field Operations.

VII. NCIC Access

Only officers or employees certified by a Command level officer will be permitted to access the extract downloads, or operate the device. Any such operator will be required to possess certification to access the Criminal Justice Information Network Mobile Data Network (CJIN-MDN).

RECORDS RETENTION AND DISPOSITION SCHEDULE

MUNICIPAL



Issued By:

North Carolina Department of Cultural Resources
Division of Historical Resources
Archives and Records Section
Government Records Branch

May 19, 2009

ITEM #	STANDARD-22: STREET MAINTENANCE, PUBLIC WORKS, AND ENGINEERING RECORDS		
	RECORD SERIES TITLE	DISPOSITION INSTRUCTIONS	CITATION
26.	TESTING AND INSPECTION RECORDS Records used to check feasibility of construction and track contracts and progress or work until accepted by the municipality. Records include inspector's daily reports, correspondence, as-built plans, inspection tickets, test lab results of required tests and inspections and related documentation.	Destroy in office 6 years after completion or termination of project.	G.S. § 1-50
27.	TRAFFIC ANALYSIS Analysis of municipal vehicle traffic.	Destroy in office after 5 years.	
28.	TRAFFIC ACCIDENT DATA FILE Records include data compiled on traffic accidents in the municipality.	Destroy in office when reference value ends.	
29.	TRAFFIC CAMERA RECORDINGS Videotapes or other recordings from cameras used to monitor traffic.	Destroy in office or reuse after 30 days recordings not required to support known investigations or litigation.*	
30.	TRAFFIC OPERATIONS PROGRAM FILE Traffic Operation for Improved Capacity and Safety (TOPICS). Records include analysis of traffic needs.	Program discontinued. Destroy records in office.	
31.	TRAFFIC SIGNAL FILE File contains traffic signal installation, maintenance, and repair orders.	Destroy in office after 3 years.	

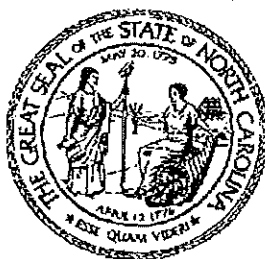
*See AUDITS, LITIGATION AND OTHER OFFICIAL ACTIONS, page v.

ITEM #	STANDARD-12: LAW ENFORCEMENT RECORDS		
	RECORD SERIES TITLE	DISPOSITION INSTRUCTIONS	CITATION
75.	JUVENILE CASE HISTORY FILES Includes incident and arrest reports, detention orders, disposition instructions, name and address of person having legal and/or physical custody of child, fingerprint cards, photographs, correspondence with municipal, county or state juvenile services, and other related records.	a) Destroy in office when juvenile reaches 21 years of age if adjudicated for an offense that would have been a Class A, B1, B2, C, D, or E felony if committed by an adult. b) Destroy in office records related to all other cases when juvenile reaches 18 years of age.	Comply with applicable provisions of G.S. §7B Juvenile Code regarding confidentiality of records.
76.	JUVENILE DETENTION RECORDS Records concerning medical and non-medical information gathered on juvenile inmates held in municipal detention facilities.	a) Destroy in office medical records when juvenile reaches 21 years of age. b) Destroy in office non-medical records when juvenile reaches 18 years of age.	Comply with applicable provisions of G.S. §7B Juvenile Code regarding confidentiality of records.
77.	LIST OF INMATES REPORTS Lists of inmates furnished weekly to the Clerk of Superior Court.	Destroy in office when administrative value ends.	G.S. §153A-229 G.S. §7A-109.1
78.	MASTER INDEX FILE Alphabetical or numerical indexes containing information on each individual having contact with the municipal law enforcement office either as a witness, complainant, victim, or arrested person. May include indexes used to locate cases or any other record used or created by the department.	Destroy in office when superseded or obsolete.	
79.	MOBILE UNIT VIDEO TAPES Tapes and digital recordings generated by mobile audio and video recording equipment installed in patrol vehicles.	a) Destroy in office after 30 days if not made part of a case file. b) If record is made part of a case file follow disposition instructions for CASE HISTORY FILE: FELONIES item 15, page 60; or CASE HISTORY FILE: MISDEMEANORS item 16, page 60.	

*See *AUDITS, LITIGATION AND OTHER OFFICIAL ACTIONS*, page v.

RECORDS RETENTION AND DISPOSITION SCHEDULE

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*See AUDITS, LITIGATION AND OTHER OFFICIAL ACTIONS, page v.

The City of Jacksonville North Carolina



Department of Police

Michael Yaniero
Chief of Police



Office of
Chief of Police

July 1, 2008

To: Cory D. Randolph
Community Capacity Development Office

From: Lieutenant Patrick Traitor

Subject: Budget Adjustment for Grant Number 2007-WS-Q7-0253

The New River-Davis Street Corridor Weed and Seed Project are requesting an adjustment to its approved budget for the subject grant. I have attached a copy of the Steering Committee minutes approving this change.

Decrease Personnel in the amount of \$5,000. The Weed and Seed Coordinator was not hired until the beginning of February, additional funds are therefore available. Approved budget total is \$32,050 less total quarterly reported expenses of \$6,984.96 leaves a remaining balance of \$25,065.04. The budgeted Coordinator's salary through the end of the grant is \$16,007.20 (\$1455.20/pay period x 11 remaining pay periods). Therefore, there is a total surplus in the Coordinator's salary of \$9,057.84 with \$5,000 being transferred to equipment leaving a remaining surplus balance of \$4,057.84. The requested \$5,000 will be split in half with \$2,500 coming from the CCDO Core Activities and \$2,500 from Law Enforcement. There will also be a decrease of \$20,000.00 in equipment due to eliminating the purchase of a Pole Cam.

Increase There will be an increase of \$25,000.000 for the purchase (1) Automated License Plate Reader System. The reader will be only utilized in the Weed and Seed area.

This equipment will have an immediate on our efforts in the Law Enforcement strategy and thus greatly assist us in meeting the overall goals for our project.

P.O. Brawer 436 Jacksonville, NC 28541 910-455-1472 FAX 910-455-9987

The Jacksonville Police Department (JPD) requested permission from the New River-Davis Street Steering Committee to purchase an Automated License Plate Recognition System (ALPR). The Automatic License Plate Recognition (ALPR) technology installed in police cars "reads" vehicle plates as they enter the view of a vehicle-mounted or roadside infrared camera, and checks them against a database for nearly instantaneous identification. If a vehicle is wanted, stolen or been involved in a crime this software will immediately notify the officer. In addition the database stores every plate it reads and the geographical location in which it was seen. The system runs continuously, automatically capturing images of license plates with a camera that works in nearly every lighting condition.

This equipment would help the police department track gang members and drug dealers in the weed and seed area. JPD originally requested funds in the amount of \$20,000 to purchase a Pole Cam Surveillance System. However, our investigative needs have changed and we are of the opinion that the ALPR will immediately assist the department in meeting the goals and objectives set forth in the grant. We initially allocated \$20,000 but the total cost is approximately \$25,000. We have requested that we move \$5,000 from salaries to equipment. The equipment will only be utilized in New River/Davis Street Corridor.

Weed and Seed Strategy Meeting

Meeting Minutes

Thursday, May 22, 2008

Steering Committee Members Present: (10)

Members below signed in:

Rev. E.C. Dobson, Rev. Joel Churchwell, Don Connelly, Patricia Driggers, Glenn Hargett, Oliver Hill, Mike Maulsby, John Marks, Patrick Traitor, Michael Yaniero

Advisory Committee Members Present

Carol Hurst Long, Jessica Lewis, Jenn Hendrickson, Timothy Wittig, Earl Taylor, Linda Richardson

Guests:

Dr. Anne Rotchford (UNCW), Deanna Young (Grant Overseer), Amber Dobbins (Jacksonville Youth Council)

The session was called to order at 4:05 PM by Rev. Dobson in the Johnson Boulevard Conference Room in the Jacksonville City Hall.

Invocation

Rev. Churchwell provided the invocation.

Introductions:

Rev. Dobson and Glenn Hargett had everyone in the room introduce themselves.

Resignation of Vice Chairman:

Rev. Dobson announced the Vice Chairman's resignation to the committee.

Open Offices:

Rev. Dobson made note that due to Ms. Burgess's resignation of Vice Chairman we now had two vacancies that needed to be filled: Vice Secretary and Secretary. Nominations were called upon.

Glenn Hargett nominated Rev. Churchwell. Churchwell accepted the nomination. It was seconded by Chief Yaniero. All agreed. Rev. Churchwell is now the Vice President of the Weed and Seed Steering Committee.

Meeting Schedule:

Rev. Dobson stated she believed that the meetings need to be put back into the community. Chief Yaniero stated he agreed. The rest of the committee agreed. The meeting schedule agreed upon is as follows:

6PM, June 12, 2008- Jacksonville Youth Center (New Bridge Street)

6PM, July 10, 2008- Northwoods Recreation Center or Northwoods Elementary

6PM, August 7, 2008- Sandy Run Missionary Baptist Church

6PM, September 18, 2008- John Marks hosting at the Sandy Run Boys & Girls Club Sandy Run Facility

Back up locations recommended were; Library, Jack Amyette and Clyde Erwin

Publicity for recruitment to meetings; G10, through churches, etc.

Ideas for new programs; explaining what W&S meetings are, add a program portion, crime prevention meetings, sub-grantees explaining their programs.

Rev. Dobson addressed the question, "How long do we want to be at meetings?" The response was about an hour. In addition, Rev. Dobson recommended each presenter only be allotted 2-3 minutes each.

Weed and Seed Strategy Meeting

Meeting Minutes

April 17, 2008

Page 2 of 3

Proposed New Interim Committee Bylaws:

Glenn Hargett proposed new Committee Procedures and Policies that would act as the bylaws for the organization. A motion was made by Oliver Hill to adopt the procedures and policies as presented as the interim bylaws for the Jacksonville Weed and Seed Steering Committee, with the matter to be voted on at the next regular meeting of the Committee. (In cases where any conflict arises between the old bylaws and the new interim, the interim bylaws will prevail.) The motion was seconded by Chief Yaniero. All agreed to adopt the new Bylaws.

Law Enforcement Request:

Lt. Patrick Traitor of the Police Department addressed the Steering Committee about changing requests in what equipment they would like to purchase with Weed and Seed grant funds. Lt. Traitor would like to replace the purchase of pole surveillance cameras with a product which is described as a series of cameras attached to a single police car which registers license plates for crime stopping purposes. For exact equipment information please see the appendix behind the meetings. A motion was made by John Marks to accept this change, it was seconded by Oliver Hill. All agreed. Lt. Traitor was granted the change in equipment purchasing.

Grant Funding Updates:

Deanna Young gave an overview of grant information:

The next funding deadline is June 3, 2008

All of the grant monies must be spent by 30 Sept.

Updates on Sub-Grantees:

1. Jack Amyette – Doing well. Weekend Activities and Purchases being made.
2. Bell Fork Ele.- Doing well, in the process of getting reimbursed.
3. Clyde Erwin – They haven't requested reimbursement yet because they have a summer program.
4. Boys and Girls Club – Still waiting on requests for reimbursement.
5. UNCW – Funding will be delivered after services are rendered.

Clarification and Modification Actions:

As the Fiscal Agent Deanna Young presented two issues that need to be addressed:

Onslow Women's Shelter

Before the Committee was fully named, the Onslow Women's Center asked for a modification to their grant to reflect actions that they would reasonably take to fulfill their grant provisions. Permission was given by the acting site coordinator. Staff is now asking the Committee to formally approve the request. The Women's Center and staff are available to discuss the modification.

A motion was made to accept this modification by Chief Yaniero and seconded by Oliver Hill. All agreed change was made officially.

Jacksonville Youth Council

The Jacksonville Youth Council was granted a mini-grant to purchase resume software to assist youth in developing their resumes. With the permission of the Steering Committee, we would like to use these funds, as well as, left over funding from the Site Coordinator's position to hire a summer intern. The intern would be specifically engaged to provide community outreach to target college eligible at risk youth within the corridor who could benefit from a one-on-one or group experiences to encourage secondary education. The Intern must be enrolled in a North Carolina

Weed and Seed Strategy Meeting
Meeting Minutes
April 17, 2008

Page 3 of 3

College or University and have graduated from one of Onslow County's High Schools. A key goal of the intern project will be to assist with resume development, college application processes and civic engagement.

Motion to approve Youth Center modification was made by Oliver Hill and seconded by Chief Yantero.

Amber Dobbins, Chairman of the Jacksonville Youth Council, spoke on behalf of the council on the benefits that she feels the youth will have in the Youth Center with a summer intern in place.

Data Collection Updates:

Dr. Anne Rotchford, of UNCW, described what she will be asking for in the terms of data collection from the Sub-Grantees. In addition, a data collection sample sheet was given. Please see on attached appendix.

Last Meeting Minutes and Notes:

Rev. Dobson made a request to approve March and April's meetings minutes and notes. The Committee accepted the past minutes and notes.

Future Action Items:

1. By-laws
2. Secretary Nominations

Meeting Adjourned at 5:11pm.



US DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS

GRANT ADJUSTMENT NOTICE

Grantee Information

Grantee Name:	City of Jacksonville	Project Period:	10/01/2007 - 09/30/2008	GAN Number:	005
Grantee Address:	211 Johnson Boulevard Jacksonville, 28541	Program Office:	CCDO	Date:	08/21/2008
Grantee DUNS Number:	19-583-8776	Grant Manager:	Cory Randolph		
Grantee EIN:	56-6000232	Application Number(s):	2007-W0363-NC-WS		
Vendor #:	566000232	Award Number:	2007-W5-Q7-0253		
Project Title:	New River-Davis Street Corridor Weed and Seed Community	Award Amount:	\$175,000.00		

Budget Modification

* All editable Budget fields must contain a numeric value.

Categories	Approved Budget	Requested Changes to Budget	Revised Budget
A. Personnel	\$69550	\$-5000	\$64550
B. Fringe Benefits	\$13715	\$0	\$13715
C. Travel	\$7000	\$0	\$7000
D. Equipment	\$20000	\$5000	\$25000
E. Supplies	\$14380	\$0	\$14380
F. Construction	\$0	\$0	\$0
G. Contractual	\$107405	\$0	\$107405
H. Other	\$23432	\$0	\$23432
TOTAL DIRECT COST	\$255482	\$0	\$255482
Total Direct Costs = (Sum of lines A-H)			
INDIRECT COST	\$0	\$0	\$0
TOTAL PROJECT	\$255482	\$0	\$255482

COST			
Total Project Costs = Total Direct Costs + Indirect Cost			
Total Project Costs = Federal Funds Approved + Non-Federal Funds + Program Income			
FEDERAL FUNDS APPROVED	\$175000		\$175000
NON-FEDERAL FUNDS APPROVED	\$80482	\$0	\$80482
PROGRAM INCOME	\$0	\$0	\$0
*Required Justification for Budget Modification			
The Steering Committee has requested to re-allocate funds and modify the approved budget without changing the scope of the project or its objectives. Progress and financial programmatic reporting requirements are current. This			
Attachments:			
Filename:	User:	Timestamp:	
BudgetModLetterRevised.docx	KBauer	07/01/2008 3:21 PM	
2008-05-22-WSSteeringandAdvisoryMinutes[1].pdf	KBauer	07/01/2008 3:21 PM	
BudgetModLetterRevised[1].docx	randolpc	07/02/2008 3:49 PM	
Print			
Audit Trail:			
Description:	Role:	User:	Timestamp:
Approved-Final	OCFMD - Financial Analyst	vaughanb	08/21/2008 3:54 PM
Submitted	PO - Grant Manager	KBauer	07/01/2008 3:21 PM



Onslow County & The City of Jacksonville



Preview of the Notice to Suppliers

Please review the notice below. If you would like to make changes, or review the codes you have chosen for this RFB, select "edit notice" at the bottom of the page. Otherwise, select "continue - edit complete".

RFB Number:	RFB-5105114
Date Created:	5/7/2008
Issue Date:	5/7/2008
Issuing Agency:	City of Jacksonville
Using Department:	Jacksonville Police Department
Delivery Point:	206 Marine Blvd., Jacksonville, NC 28540
Type of Purchase:	One Time
Close Date:	5/14/2008
Close Time:	2:00 PM E.S.T.
Delivery Date:	June 25, 2008
Title of Notice:	Automated License Plate Reader
Summary of Specifications:	See attachment. ... for further info contact: Capt. Billy Houston @ci.jacksonville.nc.us or (910)938-6535
Special Notices:	No Brand Name Specified

[Continue - Edit Complete](#)[Edit This Notice](#)

PO Done 5/21/08



Onslow County & The City of Jacksonville



Preview of the Vendors that Matched RFB-5105114

This document matched with a total of 8 vendors (1 Onslow County & the City of Jacksonville vendor (s) and 7 National BidNet vendor(s)), that are registered for e-mail or fax notification. FYI - You may remove the check mark for each BidNet vendor you do not want to notify.

Active Onslow County & the City of Jacksonville Vendors			
List of Vendors that Match	City	State	Service
Remac, Inc. dba Remac Asphalt Maintenance Inc.	Gasburg	VA	E-mail

Active National BidNet Vendors			
List of Vendors that Match	City	State	Service
☒ B&H Photo	NY	NY	E-mail
☒ Fujifilm USA	Valhalla	NY	E-mail
☒ HENDERSON SEWING MACHINE CO. INC.	ANDALUSIA,	AL	E-mail
☒ Lamination Service, Inc.	Bartlett	TN	E-mail
☒ Ritz Interactive	Irvine	CA	E-mail
☒ Total Video Products	Mickleton	NJ	E-mail
☒ Unique Photo Inc.	Florham Park	NJ	E-mail

Continue



Onslow County & The City of Jacksonville



Sending Messages to Vendors

Document# RFB-5105114 is currently being uploaded to the server. DO NOT LEAVE your computer until all 4 functions show "process complete". Please print this page to compare to the list of vendors that should receive a message.

If any errors should occur, fax both pages to BidNet at (800) 721-6985 immediately, then call their Technical Support Department at (800) 677-1997.

1) Uploading Document: Process Complete.

2) Updating Database: Process Complete.

3) Sending E-mail Messages:

Sent Successfully to:	Total Video Products	sales@totalvideoproducts.com
Sent Successfully to:	Lamination Service, Inc.	raharrison@yourlsl.com
Sent Successfully to:	B&H Photo	govedbids@bhphotovideo.com
Sent Successfully to:	Ritz Interactive	missy@ritzinteractive.com
Sent Successfully to:	Unique Photo Inc.	BIDS@UNIQUEPHOTO.COM
Sent Successfully to:	HENDERSON SEWING MACHINE CO. INC.	frank@hendersonsewing.com

system that can be installed on those police vehicles commonly referred to as "unmarked units" or those with no roof-mounted lightbar.

Software Specifications

- The application software must be capable of supporting multiple "hot list" databases.
- The System Administrator must have the capability to define the police department's database/s and assign a color code and priority level to each database to be used when a 'match' or a 'hit' occurs, i.e., stolen vehicles, stolen license plates, sexual predators, armed felon suspects, registered parolees, etc.
- The data file transfer must be accomplished by either of the following methods: Ethernet, USB or Wireless
- The application software must provide for a User Name and Password as assigned by the System Administrator.
- The application software must be responsive in comparing a captured license plate against multiple and voluminous databases with less than a 1.5 second response to a query of a database/s containing up to 10,000,000 records.
- The System must have the feature that allows "hot list" databases to be created in the field by authorized users and the authorized users must have the capability to add license plate data to the system's database/s while in the field. All license plate data added by the authorized user will remain a part of the selected database until the database is 'overwritten' by a new or updated database/s.
- The vendor must provide variants of the Optical Character Recognition (OCR) Engine that are tailored/designed for a specific State or regional license plate population including North Carolina license plates.
- As part of the vendor's system maintenance agreement with the customer, Optical Character Recognition (OCR) updates and/or revisions must be provided as determined by the vendor to address changes in the North Carolina license plates during the term of the maintenance agreement.
- The system must provide all of the following live, simultaneous video display of data for the three (3) dual lens cameras as selected by the User:
 - The IR License Plate Image
 - The license plate interpretation or system read
 - A corresponding color overview image of the vehicle displaying the captured IR license plate
 - The date and time stamp
 - Identification of the Camera capturing the image
 - The GPS Coordinates for every license plate captured by the System
- Even though the System must provide for the simultaneous video display of data for the two (2) Cameras as selected by the User, it must also have the capability to be configured whereby all four (4) Cameras shall be capable of processing license plate data simultaneously.
- When the system identifies a "match" or a "hit" of the license plate, the following additional data must be displayed in a timely manner on the System's Hit Screen:
 - The color coded database indicating the name or title of the database where the "match" occurred

- All narrative text, if any, from the database where the "match" occurred
 - The data must be stored in an encrypted form
- The Hit Screen must remain displayed until acknowledged by the officer, *and* while displayed, the system must continue to process license plate data in the background and all captured data must be stored in the System during this interval
- The System must provide a touch screen feature to enlarge the vehicle's color overview image and the license plate image so that it can be examined by the police officer in order to gain additional information or the verification of information.
- The System must provide the customer with the ability to integrate to the existing MDT or MDC utilized by the Jacksonville Police Department using Client – Server technology.
- The System must provide the System Administrator with the ability to select audible alerts to differentiate between unique events within the software application.
- The System must provide the User with the capability to mark a license plate read as a "misread."
- The System must provide the User with the capability to manually enter a license plate for the purpose of searching that license plate against the System's On-Board database/s.
- The System must provide the officer with the capability to review all of the following:
 - "hits" and
 - license plate images or "reads" with all of its corresponding data
- The System must provide the officer with the ability to query the police software application to determine if a particular license plate or "read" has been captured in the System. If the license plate data is in the System, the officer must have the ability to review each license plate capture and the associated system data displayed on the Review Screen to include:
 - The IR License Plate Image and system "read"
 - The corresponding color overview image of the vehicle
 - The date and time stamp of the "read" and
 - The GPS coordinates

Administration and Data Mining/Management Specifications

- As part of the overall System and functionality, Systems will only be considered for purchase that have a comprehensive suite of Back Office System Server Software or comparable software for managing all of the ALPR Data and databases.
- The System must provide the ability to assign priorities to the various databases utilized by each police agency.
- The System must provide the System Administrator with the ability to import national and local databases.
- The System must have the capability to provide application security via a User Name and Password for each User as determined by the System Administrator.

- The System must provide the capability to perform a full or partial license plate query against the databases or "hot lists" utilized by the Jacksonville Police Department.
- The System must provide the ability to query for license plate data based upon time, date, location and the User.
- The System must provide the ability to utilize a mapping function to plot or identify the location of all "hits" and all system "reads" and all "reads" captured within a certain date and time.
- The System must provide multiple methods for downloading and uploading information between the vehicle and the back - office application including USB, Wireless and Ethernet.
- The System must provide a server network environment to facilitate the sharing of data between various police departments if the System Administrator elects to do so.

General Specifications

- All hardware and software provided by the vendor must be covered under a one-year parts and labor warranty at no additional cost to the customer.
- The vendor must furnish, if required, extended warranty/maintenance costs for both hardware and software for up to three (3) years from the date of system installation.
- After issuance of a Purchase Order, all hardware and software must be delivered to the customer site within five (5) to six (6) weeks.
- The successful vendor must provide On-Site System Training for the System Users and the System Administrator/s as required by the customer. Furthermore, the successful vendor must offer System Training at their Corporate Office if the customer so requires.
- All System documentation must be available in electronic format.
- As part of their product line, the manufacturer/vendor must also provide ALPR cameras for fixed site monitoring, as well as installation services and hardware and software support for stationery/fixed-site cameras and Systems. The Fixed-Site or Stationery ALPR Systems must use the same back office suite of software (Back Office System Server Software) as utilized by the Mobile Systems deployed by the customer.

Standards and Testing Requirements

- The Infrared (IR) Cameras must meet "eye safe" certification standards, as established by an international testing agency.
- The Cameras must be sealed to IP67 Standards.

59919

Vendors-Please complete this in FULL

CITY OF JACKSONVILLE
ACCOUNTING DIVISION
PO BOX 128
JACKSONVILLE, NC 28541
Fax (910) 938-6524



Vendor Application

For Accounting Use Only

V# _____

By: _____

Date: _____

VENDOR NAME PIPS Technology, Inc.

DOES YOUR COMPANY HAVE LESS THAN 3 EMPLOYEES? (circle one) YES NO
IF YES, PLEASE COMPLETE THE "INDEPENDENT CONTRACTOR VS EMPLOYEE CHECKLIST" ATTACHED.

PAYMENT ADDRESS

STREET 8
PO BOX P.O. Box 24117
CITY Knoxville
STATE Tennessee
ZIP CODE 37933-2117
CONTACT NAME Sharon Lakin
PHONE NUMBER 865 392 5540
FAX NUMBER 865 392 5599
TERMS Net 30

ORDER ADDRESS

STREET 804 Innovation Dr.
PO BOX -
CITY Knoxville
STATE Tennessee
ZIP CODE 37932
CONTACT NAME Bryan Sturgill
PHONE NUMBER 865 392 5540
FAX NUMBER 865 392 5599
DISCOUNT N/A

ARE YOU A CERTIFIED MINORITY BUSINESS ENTERPRISE? ☐ YES ☒ NO

IF YOU ANSWERED YES, PLEASE CHECK THE APPROPRIATE BOX:

☐ AFRICAN-AMERICAN

☐ FEMALE

☐ HISPANIC

☐ ASIAN-AMERICAN

☐ AMERICAN INDIAN

☐ DISABLED AS DEFINED IN GS 163-1 OR GS 168A-3

☐ NON-PROFIT WORK CENTER FOR BLIND; SEVERLY DISABLED AS DEFINED IN GS143-48

☐ SOCIALLY & ECONOMICALLY DISADVANTAGED AS DEFINED IN 15 USC 637

SIGNATURE: M. Rustling
TITLE: Inside Sales Manager

DATE: May 19, 2008

Vendors-This is an option



City of Jacksonville
P.O. Box 128, Jacksonville, NC 28541
Phone (910)938-5276 Fax (910)938-6524
ap@ci.jacksonville.nc.us

AUTHORIZATION AGREEMENT FOR AUTOMATIC PAYMENT (ACH)

Please select one of the following:

☒ First time request for ACH payments ☐ Request to change ACH payment information

(Please print or type all information)

The following bank information applies to:

Vendor Name: PIPS Technology, Inc.
Mailing Address: 804 Innovation Drive
City: Knoxville State: TN Zip: 37932

We offer the following payment terms and conditions to the City of Jacksonville: Net 30

Bank Account Information: I hereby authorize the City of Jacksonville to initiate deposits to the Checking Account described below: (No Savings Accounts)

Bank Name: Bank of America
Address: 100 West 33rd Street
City: New York, NY 10001
Routing/ABA # & Bank Acct No Acct # 1233062483 / ABA # 026009593
SWIFT ADDRESS BAFALUS3N

Deposit Notification Information: I hereby authorize the following individual to receive notification via email of payment details of all funds deposited to the above account:

1. Name (Printed or Typed): Sharon Latins
Email Address: sharon.latin@pips-technology.com
Title: Accounting
Phone #: 565 392-75545

Term: This authority will remain in full force and effect until the City of Jacksonville has received written notification of discontinuation and in such manner as to afford the City of Jacksonville and Depository a reasonable opportunity to act on it.

Officer Name (Printed or Typed)

Signature:

Phone #:

Maureen Rushing

M. Rushing
865 392 5540

Title:

Date:

Inside Sales Manager
5/19/2008

7.07

Vendors-Only complete this if you answered
"yes" to the question on the Vendor Application

ENTITY: City of Jacksonville

INDEPENDENT CONTRACTOR vs. EMPLOYEE CHECKLIST:

Whenever the City of Jacksonville retains an independent contractor who does not carry workers' compensation insurance and the owner or an employee of that contractor is injured, a determination must be made as to whether the injured worker is truly an independent contractor or, in fact, is an employee of the City of Jacksonville. The NC Industrial Commission and NC Courts have used the following tests to make this determination. Please complete the information below for your company.

Name of Company/Business/Individual: PIPS Technology Inc

Type of Work Performed: Supply/Installation of License Plate Reader

How many total employees does your company/business employ (excluding owner)? 30

- | | Yes | No |
|--|-------------------------------------|-------------------------------------|
| (a) Are you engaged in an independent business or occupation? | ☐ | ☒ |
| (b) Do you or your company/business have a federal tax ID number? | ☒ | ☐ |
| (c) Do you or your company/business perform similar work for others? | ☒ | ☐ |
| (d) Do you or a representative of your company/business have the freedom to use assistants/helpers as he/she may think proper? | ☐ | ☒ |
| (e) Do you or the assigned representative have full control over such assistants/helpers? | ☐ | ☒ |
| (f) Do you or your company/business determine the time to perform work? (for example, the City of Jacksonville does not tell you to work specific hours during the day.) | ☐ | ☒ |
| (g) Do you or your company/business have the independent use of his/her special skill, knowledge, or training in the execution of the work? | ☒ | ☐ |
| (h) Are you or your company/business doing a specified piece of work at a fixed price or for a lump sum (not paid by the hour)? | ☒ | ☐ |
| (i) Do you or your company/business have the freedom to use their method of doing the work rather than another and are not subject to discharge because one method is adopted over another method? | ☒ | ☐ |
| (j) Does the City of Jacksonville furnish tools or equipment for you or your company/business to use in completing the work? | ☐ | ☒ |

None of these factors is controlling, but each is to be considered in determining the relationship between the parties. The essential issue is whether the alleged employer has the right to control the method and means by which the "employee" performs their work.

M. Rushing
Signature of Contractor

5/19/2008
Date

**Request for Taxpayer
Identification Number and Certification**

Give form to the
requester. Do not
send to the IRS.

Print or type
See Specific Instructions on page 2.

Name (as shown on your income tax return) PIPS Technology, Inc.	
Business name, if different from above	
Check appropriate box: ☐ Individual/Sole proprietor ☒ Corporation ☐ Partnership ☐ Limited liability company. Enter the tax classification (if disregarded entity, C-corporation, P-partnership) ▶ ☐ Exempt payee ☐ Other (see instructions) ▶	
Address (number, street, and apt. or suite no.) 804 Innovation Drive	Requester's name and address (optional)
City, state, and ZIP code Knoxville, TN 37932	City of Jacksonville PO Box 128 Jacksonville, NC 28541
List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number
or
Employer identification number 02-1867230

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
- I am a U.S. citizen or other U.S. person (defined below).

Certification instructions. You must cross out Item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, Item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. See the instructions on page 4.

Sign Here	Signature of U.S. person ▶ M. Rubling	Date ▶ 5/19/2008
-----------	--	-------------------------

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued).
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

- The U.S. owner of a disregarded entity and not the entity.



PURCHASE ORDER
 City of Jacksonville
 P.O. Box 128
 Jacksonville, NC 28541-0128
 (910) 938-5290
 Fax (910) 938-0982

PAGE: 1
 P.O. NO.: 281091
 DATE: 06/09/08
 CHANGE #:
 CHANGE DATE:

TO: PIPS TECHNOLOGY INC
 804 INNOVATION DRIVE
 KNOXVILLE, TN 37932

SHIP TO: CITY OF JACKSONVILLE
 POLICE DEPARTMENT
 206 MARINE BLVD
 JACKSONVILLE, NC 28540

SUBMIT INVOICE TO: ACCOUNTS PAYABLE

VENDOR NO.					
59919					
DELIVER BY		REQUISITIONED BY		TERMS	
06/30/08		GLORIA		NET	
CONTRACT NO.		ACCOUNT NO.		PROJECT	REQ. NO.
		225-5150-435.74-03		PD0803	20432
					05/21/08
LINE NO.	QUANTITY	UOM	ITEM NO. AND DESCRIPTION	UNIT COST	EXTENDED COST
1	1.00	EA	AUTOMATED LICENSE PLATE RECOGNITION SYSTEM "THIS PO INCORPORATES PIPS TECHNOLOGY QUOTE DATED MAY 12, 2008 BY REFERENCE AS IF FULLY SET OUT"	24225.0000	24225.00
				SUB-TOTAL	24225.00
				TOTAL	24225.00

APPROVAL BY FINANCE DIRECTOR
 THIS INSTRUMENT HAS BEEN PRE AUDITED IN THE MANNER
 REQUIRED BY THE LOCAL GOVERNMENT BUDGET AND FISCAL
 CONTROL ACT.

FINANCE DIRECTOR *Gayle Maides*

**VENDOR - CAREFULLY READ TERMS AND CONDITIONS
 ON BACK**

1. **Billing:** All goods and/or services must be billed to the City of Jacksonville and at prices not-to-exceed those stated on the purchase order. All invoices, packages, shipping notices, or the like affecting this order shall contain the applicable purchase order number.
2. **Invoice:** Invoices for partial shipments will be accepted and final invoices should indicate completion of order. All invoices are to be mailed to City of Jacksonville, Attn: Accounts Payable, PO Box 128, Jacksonville, NC 28541.
3. **Discounts:** Discounted terms will be effective from the date of actual receipt of correct and acceptable invoice or date of actual receipt and acceptance of the goods and/or services, whichever is later.
4. **Delivery/Acceptance of Goods:** All quotations are solicited on a delivered price basis. When the City accepts a quotation not including all shipping charges, your claim for reimbursement must be itemized on the invoice and supported with a copy of the original freight bill. The packing list shall be enclosed in each box or package. All items shall be prepared and packed for shipment in a manner that will prevent damage in transit. All deliveries on this order must be in full accordance with specifications, properly identified with the purchase order number and must not exceed the quantities specified. The City shall have the right to inspect and test all items supplied under the order before making acceptance. Risk of loss and title to all goods received shall remain with the Seller until the City has made acceptance. Rejected goods shall be returned to the Seller at Seller's risk and expense.
5. **Taxes:** The City is exempt from Federal Excise Tax. Our Federal Tax Identification Number is 56-6000232. The City is not exempt from NC State & County Sales Tax. Such taxes shall be shown as a separate item on all invoices.
6. **Agreement Terms:** This purchase order is limited to the terms and conditions contained on the face and the back hereof. Any additional or different terms in the Seller's form are hereby deemed to be material alterations and notice of objection to them and rejection of them is hereby given. All delivery of goods and/or services shall conform to specifications, price, terms and conditions as set forth in this instrument. This purchase order including all contracts, references and/or insertions, with the stated terms and conditions thereon shall constitute the complete agreement between the City and the Seller. The terms and conditions of this order shall not be modified by any verbal understanding and shall only be binding if agreed to in writing by the City. This agreement shall be governed and interpreted pursuant to Laws of the State of North Carolina. Any legal actions arising from default of this contract shall be brought only in the County of Onslow, State of North Carolina.
7. **Warranty of Goods:** The Seller warrants the goods furnished in accordance with this order to; (a) be free from defects in title, claims, liens, labor, material or fabrication, (b) conform to applicable specifications, (c) be suitable for the purpose intended, and (d) to be of merchantable quality. The Seller warrants the goods furnished in accordance with this order shall comply with all Federal, State, or Local Laws relative thereto and the Seller shall defend and hold harmless the City from any claim, liability, or loss arising from any trademark, patent, or copyright infringement.
8. **Cancellation by Default:** In the event the Seller defaults by (a) non-delivery as required, (b) not providing adequate assurance of performance, (c) becoming insolvent or making an assignment for the benefit of creditors, or (d) breaches any of the terms and conditions of this order, the City may, by written notice to the Seller cancel the whole or part of this order or exercise any remedy allowed the City under applicable Laws.

1- 865- 392- 5599

TRANSMISSION REPORT

(MON) JUN 16 2008 13:12
JACKSONVILLE POLICE DEPARTMENT

ACCOUNT NAME :
DESTINATION : 918653925599
DEST. NUMBER : 918653925599

DOCUMENT# : 6820399-579
TIME STORED : JUN 16 13:11
TIME SENT : JUN 16 13:11
DURATION : 43sec
MODE : ECM

F-CODE :

PAGES : 3 sheets
RESULT : OK

Jacksonville Police Department
206 N. Marine Blvd.
Jacksonville, NC
Phone: (910) 455-1472
FAX: (910) 455-9887

**Jacksonville Police
Department**

Fax

To: PIP's Technology	From: Captain Billy Houston
Fax: (865) 392-5599	Pages: 3 including cover sheet
Phone: Main Office: 865-392-5540	Date: June 16, 2008
Re: Auto License Plate Recognition PO	cc:

☐ Urgent ☐ For Review ☐ Please Comment ☐ Please Reply ☐ Please Recycle

Jacksonville Police Department
206 N. Marine Blvd.
Jacksonville, NC
Phone: (910) 455-1472
FAX: (910) 455-9987

Jacksonville Police Department

Fax

To: PIP's Technology

From: Captain Billy Houston

Fax: (865) 392-5599

Pages: 3 including cover sheet

Phone: Main Office: 865-392-5540

Date: June 16, 2008

Re: Auto License Plate Recognition PO

cc:

☐ **Urgent** ☐ **For Review** ☐ **Please Comment** ☐ **Please Reply** ☐ **Please Recycle**

● **Comments:** Attached you will find the Purchase Order for the Turn Key solution of your Automated License Plate Recognition system. The second page of the Purchase Order provides for you the billing requirements and general information.

CITY OF JACKSONVILLE

NORTH CAROLINA



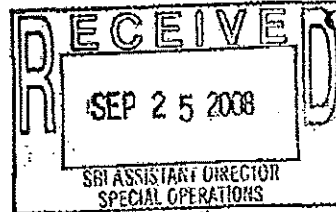
Department of Police

September 23, 2008



Office of
Chief of Police

Jerry K. Ratley
Assistant Director
PO Box 29500
Raleigh, NC 27626-0500

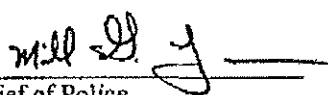


The Jacksonville Police Department is in the process of purchasing and installing an Automated License Plate Reader. Several Law Enforcement agencies in North Carolina have already instituted this technology from mobile and fixed sites. Our vendor (Federal Signals PIP's Technology) will be providing software and a screening device that has the capability of scanning license plates and searching a local database loaded into a patrol vehicle mobile data computer.

The system has been purchased utilizing federally funded "Weed & Seed" grant. Weed and Seed is a strategy that aims to prevent, control, and reduce violent crime, drug abuse, and gang activity in high-crime neighborhoods in Jacksonville. This system will be used in an effort to meet these program goals and objectives.

We are requesting that we be provided NCIC extract from the Vehicle File and the License Plate File and vehicle information in the Wanted Person File. Since these database files are constantly being updated we would want the ability to obtain the necessary updates.

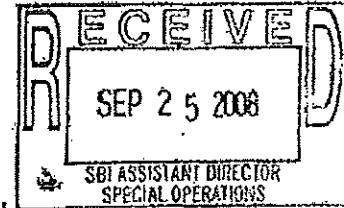
Thank you for your consideration in this matter.


Chief of Police
Michael G. Yaniero



O.K.
by J.K. Ratley
09/25/2008

275



**MEMORANDUM OF UNDERSTANDING
BETWEEN THE
NORTH CAROLINA STATE BUREAU OF INVESTIGATION
AND
JACKSONVILLE POLICE DEPARTMENT**

GENERAL PROVISIONS

1. **PURPOSE:** The purpose of this Memorandum of Understanding (MOU) between the North Carolina State Bureau of Investigation (SBI) and the Jacksonville Police Department (JPD); hereinafter referred to as the "parties," is to memorialize the parties' understandings regarding the transmitting, receiving and storage of information contained in the National Crime Information Center (NCIC) system of records.
2. **BACKGROUND:** The Federal Bureau of Investigation (FBI) maintains the NCIC system of records containing multiple files. Two of the files, the Vehicle File and License Plate File, contain information relating to stolen vehicles, vehicles wanted in conjunction with felonies, and vehicles subject to seizure based on federal court orders. Additionally, information relating to vehicles in association with wanted persons is contained in the Wanted Person File.

Several law enforcement agencies in North Carolina have instituted state-of-the-art license plate screening technology from mobile and fixed sites. Their vendors provide software and screening devices that have the capability of scanning license plates and searching a local database loaded into a patrol vehicle computer or other location controlled by the agency. Data is provided to the law enforcement agency, not the vendor. Consequently, these law enforcement agencies have requested that the SBI obtain relatively current information from the NCIC files in order to compare scanned numbers against stolen license plates.
3. **AUTHORITY:** The SBI enters into the MOU under the authority provided by North Carolina General Statute 114-10.1 and in the SBI's role as the FBI CJIS Systems Agency (CSA) for North Carolina, serving as the main conduit for delivery of FBI CJIS system data into this state.
4. **SCOPE:** This MOU applies to the SBI's transmission of information from the NCIC Vehicle File and License Plate File. It also applies to the SBI's transmission of vehicle information from the NCIC Wanted Person File.
 - a. The SBI will:
 - i. Provide JPD with NCIC extracts from the Vehicle File, the License Plate File, and vehicle information in the Wanted Person File;
 - ii. Provide updated extract information on a mutually agreed to frequency;
 - iii. Respond to specific inquiries from the JPD; and
 - iv. Provide JPD with the name and telephone number of technical and administrative points of contact.

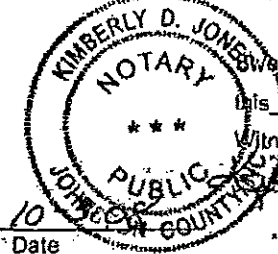
- b. The JPD will:
- i. Use the NCIC extracts for law enforcement purposes;
 - ii. Update its local database as SBI updates become available, ensuring that those numbers deleted from the NCIC system are also deleted from all local databases;
 - iii. Confirm extract hits are still active in NCIC, at the earliest reasonable opportunity, in accordance with current hit confirmation policy; and
 - iv. Provide the SBI with the name and telephone number of technical and administrative points of contact.
5. FUNDING: There are no reimbursable expenses associated with this level of support. Each party will fund its own activities unless otherwise agreed in writing. Expenditures will be subject to budgetary processes and availability of funds pursuant to applicable laws and regulations. The parties expressly acknowledge that this in no way implies that the North Carolina Department of Justice will appropriate funds for such expenditures.
6. DISCLOSURE AND USE OF INFORMATION: The exchange of information will be limited to extracts from the Vehicle File, the License Plate File, and vehicle information in the Wanted Person File.
7. SETTLEMENT OF DISPUTES: Disagreements between the parties arising under or relating to this MOU will be resolved only by consultation between the parties and will not be referred to any other person or entity for settlement.
8. SECURITY: It is the intent of the parties that the transfer of information described under this MOU will be conducted at the unclassified level. No classified information will be provided or generated under this MOU.
9. AMENDMENT, TERMINATION, ENTRY INTO FORCE, AND DURATION:
- a. All activities of the parties under this MOU will be carried out in accordance to the above-described provisions.
 - b. This MOU may be amended or terminated by the mutual written consent of the parties' authorized representatives.
 - c. Either party may terminate the MOU upon 30 days written notification to the other party. Such notice will be the subject of immediate consultation by the parties to decide upon the appropriate course of action. In the event of such termination, the following rules apply:
 - i. The parties will continue participation, financial or otherwise, up to the effective date of termination.
 - ii. Each party will pay the costs it incurs as a result of termination.
 - iii. All project information, copies thereof, and rights therein received under the provisions of this MOU prior to the termination will be destroyed within six months of the termination of this MOU.
10. This MOU, which consists of ten sections, will enter into effect upon the notarized signature of both parties, will be reviewed annually to determine whether amendments are needed, and will remain in effect until terminated. This MOU is not intended, and should not be construed, to create any right or benefit, substantive or procedural, enforceable at law or otherwise, by any third party against the parties, their parent agencies, the State of North Carolina, or the officers, employees, agents, or other associated personnel thereof.

ACKNOWLEDGEMENT

The foregoing represents the understanding reached between the SBI and JPD outlined on page 1 - 3 and page 2 - 3.

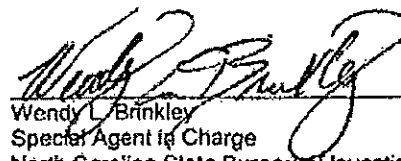
for the NORTH CAROLINA STATE BUREAU OF INVESTIGATION (SBI)


Robin P. Pendergraft
Director
North Carolina State Bureau of Investigation

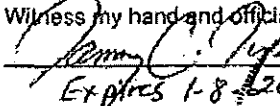


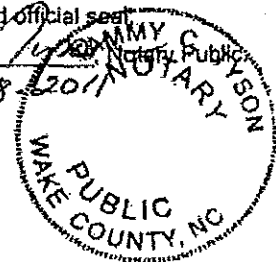
Sworn to and subscribed before me
this 3rd day of October, 2008.
Witness my hand and official seal,
Kimberly D. Jones, Notary Public.

10
Date

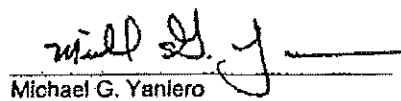

Wendy L. Brinkley
Special Agent in Charge
North Carolina State Bureau of Investigation
FBI CJIS Systems Officer - North Carolina

10-6-08
Date

Sworn to and subscribed before me
this 6 day of October, 2008.
Witness my hand and official seal,

Expires 1-8-2011



for the JACKSONVILLE POLICE DEPARTMENT (JPD)


Michael G. Yaniero
Chief of Police
Jacksonville Police Department

9/23/08
Date

Sworn to and subscribed before me
this 23rd day of September, 2008.
Witness my hand and official seal,
Cindy Bell, Notary Public.



* notarized signatures (original document returned to SBI)



**PIPS
TECHNOLOGY**
A Federal Signal Company

Customer Quotation

804 Innovation Drive
Knoxville, TN 37932
P (865) 392-5540
F (865) 392-5599
www.pipstechnology.com

Customer: Jacksonville Police Department, North Carolina

Date: 5/12/08

Attention: Billy Houston - Administrative Patrol Captain

Address: PO Drawer 436

City: Jacksonville

ST North Carolina

ZIP 28541 - 0436

Project Description: 2-Camera Mobile System and all Components

Quote Number 080512 - Jacksonville Police Department, North Carolina

Item #	Part #	Description	Unit Price	Quantity	Total Price
1	P362-750-LEMWS	Two (2) P362 ALPR Cameras @ 750nm (2 Channels of IR <u>plus</u> 2 Channels of Color); MW810 ALPR Processor with PAGIS; Camera Cables and Connectors; GPS Module; PIPS ALPR/OCR Engine with Client-Server Architecture; all Camera Mounting Brackets	\$18,500	1	\$18,500
2	PIPS-BOSS-STANDARD	Back Office System Software (BOSS) installed on the PC or Server provided by the Jacksonville PD; provides for dB Management and Data Analysis using MSDE and Data Mapping via Google Maps (licensed to one PC or Server) provides for approximately 2GB of Storage before deletion or archival	\$3,500	1	\$3,500
3	PIPS-SRVC-FE-MOBILE	Field Engineering Services for two (2) days of system installation, User Training, installation of the BOSS and System Administration Training (All Travel and Living Expenses for the PIPS Engineer are included)	\$3,500	1	\$3,500

Subtotal: \$ 25,500.00
LE Discount 5% \$1,275.00

Total: \$ 24,225.00

Quote Prepared By:

BRYAN STURGILL

Assumptions and Notes:

- 1 This Quote is subject to the attached PIPS' Standard Terms, Conditions and Warranties and Software License Agreement.
- 2 This Quote reflects a 5% Discount for the Jacksonville Police Department.
- 3 All PIPS supplied Hardware and Software are covered by a one-year maintenance and support agreement at no additional cost.
- 4 The cost for the 2nd Year of PIPS Hardware and Software Support and Maintenance is only 1% of the Hardware and Software Cost. This represents a savings from the standard, 14% Cost usually associated with Support and Maintenance.
- 5 As noted in Item #1, the ALPR Software will utilize an existing MDT, MDC or Laptop Computer utilized by the Customer to display the software application referred to as PAGIS, therefore, a second TouchScreen Monitor is not required in the police vehicle.
- 6 As noted in Item #2, the ALPR Back Office System Software or BOSS will be installed on the PC, Notebook or Server provided by the Jacksonville Police Department.
- 7 The Installation and Training Costs are all inclusive and will be performed by a PIPS Engineer for the Jacksonville PD.

PIPS Technology - www.pipstechnology.com

- One-stop shop: design, manufacture, installation and support of cameras, processors, software, OCR engines, other services.
- Headquarters in Knoxville, TN with sales/support offices in California, Texas, New Jersey, and the United Kingdom.
- Experience in Law Enforcement, Security, Access Control, Parking, Tolling, and Intelligent Transportation.
- Performance related patents including Platefinder and TripleFlash.
- Recipient of numerous Innovation and technology awards.
- Over 14,000 Cameras deployed worldwide.

This quotation is valid for 90 days and may be rescinded/revised during that time prior to acceptance by the Customer.

Automated License Plate Recognition (ALPR) System Specifications for the Jacksonville Police Department, North Carolina

Hardware Specifications

- The System must be comprised of at least three (3) self-illuminating Infrared (IR) cameras for effective license plate image capture in a variety of weather and lighting conditions. The System must, however, support as many as four (4) IR Cameras installed on a single police vehicle.
- The Infrared (IR) Light Emitting Diodes (LEDs) must be "pulsed" to enhance license plate capture.
- All Cameras must have color and Infrared (IR) illumination in single camera housing [Dual Lens] and have the capability to capture and "read" the new, Red on White North Carolina license plates.
- The cameras must be capable of producing multiple license plate images for processing with varying Shutter and Gain Settings to ensure a high quality image regardless of weather or lighting conditions.
- The cameras must be capable of being permanently attached to the vehicle's emergency lightbar in a low profile manner to minimize impact on the lightbar system without drilling multiple holes or violating the integrity of the roof structure and capable for mounting in a fixed position.
- The cameras must have a fixed focal point or target distance from the camera to the vehicle license plates from 8 feet to 48 feet.
- The System must be capable of capturing license plates in any of the following modes: (a) an adjacent lane on either side of the police vehicle while driving through traffic and/or parking lots; (b) traffic in an adjacent lane while parked on the side or shoulder of a roadway; (c) any parking application from parallel to perpendicular parked car orientation with respect to the movement of the police vehicle and (d) an adjacent lane to capture the rear license plate of the vehicle as it passes the police unit or vice versa
- The System must have the capability to capture a still image of importance at the officer's discretion using the color portion of the Camera.
- The System must have the capability to capture vehicle license plates at speeds up to 130 mph with license plate capture and read accuracy rates in excess of 90%.
- When the System is configured to utilize an independent ALPR processor, the ALPR Processor and the cameras must be developed, manufactured and supported by the same vendor.
- All camera cabling and camera connectors must be manufactured or assembled by the vendor that provides the ALPR System and all of the required components.
- All camera mounting bracket systems must be fabricated specifically for the vendor's cameras and must be furnished by the vendor
- In addition to the camera mounting bracket systems that attach to the vehicle's emergency lightbar, the vendor must also provide a camera mounting bracket



PIPS Technology
A Federal Signal Company
804 Innovation Drive
Knoxville, TN 37932
Phone (865) 392-5540
Fax (865) 392-5599

May 12, 2008

Billy Houston
Administrative Patrol Captain
Jacksonville Police Department
PO Drawer 436
Jacksonville, NC 28541 - 0436

REF: Bid for the Automated License Plate Recognition System (ALPR)

Captain Houston:

PIPS Technology, Inc., is pleased to provide the attached compliant quote for a 2-Camera, ALPR System as listed in the Bid Specifications issued by your Office on May 7, 2008 and due prior to May 14, 2008 at 2pm. There are a few matters that I will outline relating to this Bid.

The System is comprised of two (2) ALPR Cameras and all the required components are listed in the Quote. The PIPS Cameras provide for "pulsed" Infrared (IR) Illumination and a Color Overview Lens in a single camera housing. This equates to 2 Channels of Infrared (IR) and 2 Channels of Color. The Camera Brackets will be fabricated for the particular lightbar on the police vehicle that will deploy the System. As stated in the Notes and Assumptions Section of the quote, the Back Office System Software (BOSS) will be installed on the PC, Notebook or Server provided by your Agency. The mobile system installation and Training will be conducted by a PIPS Engineer on a date mutually agreed upon.

Please do not hesitate to contact me if you have any questions or require additional information. PIPS Technology, Inc. looks forward to implementing this technology at your Agency.

With Kindest Regards,

A handwritten signature in cursive script that reads 'Haween Rushing for Bryan Sturgill'.

Bryan Sturgill
Regional Sales Manager
Office: 865-392-5552
E-mail: bryan.sturgill@pipstechnology.com

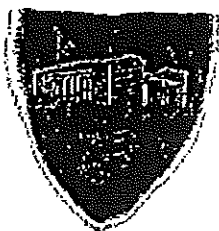
TRANSMISSION REPORT

(MON) AUG 10 2008 7:48

User/Account :
DESTINATION : 818889153425
DEST. NUMBER : 918869153425
F-CODE :

DOCUMENT# : 7531757-161
TIME STORED : AUG 10 7:48
TX START : AUG 10 7:48
DURATION : 1min. 36sec
COM. MODE : ECM

PAGES : 8page
RESULT : OK



JACKSONVILLE POLICE
DEPARTMENT



MAILING ADDRESS: P.O. DRAWER 436, JACKSONVILLE, N.C. 28541-0436
STREET ADDRESS: 206 N. MARINE BLVD., JACKSONVILLE N.C. 28540
TELEPHONE NUMBER: (910) 455-1472
FAX NUMBER: (910) 455-9987

Mike Yaniero
Chief of Police

FACSIMILE TRANSMITTAL PAGE

DATE: 8/10/09

NUMBER OF PAGES: 6 (INCLUDING COVER SHEET)

TRANSMITTED TO: SSPBA Legal Dept

ATTENTION: Jodi Peyton

FAX NUMBER: 866-915-3425

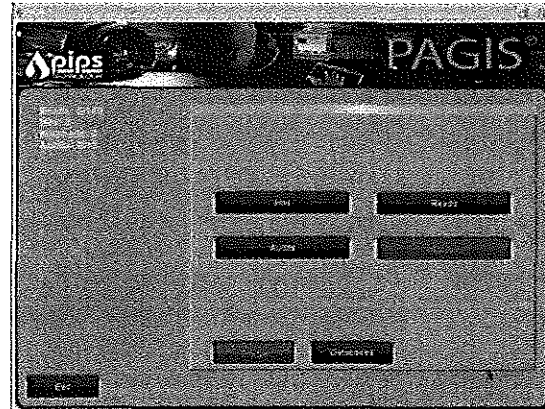
HANDLING INSTRUCTIONS:



PAGIS Quick Reference

Review:

1. Hits / Reads – Review hits and reads.
2. Audits – View system audit report
3. Misreads – Review reported misreads.
4. Purge – Purge all collected data from system
5. Databases – View and enable / disable databases
6. ESC – Return to prior screen.



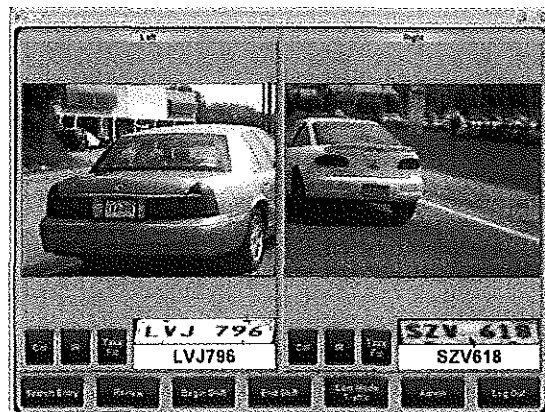
Admin:

1. Review – Navigates to Review menu.
2. Location – View current location (GPS).
3. Cam Setup – Camera settings.
4. Database – View and enable / disable databases.
5. Targets – Wanted list (requires password).
6. Admin – Advanced system settings.
7. Logout – Ends shift and logs out.
8. Live – Returns to Capture view



End of Shift / Log Out:

1. Press END SHIFT to synchronize data (wireless users will need to ensure a valid wireless connection).
2. Press LOG OUT to log off system.
(Wireless users are complete at this point)
3. Remove USB memory stick from Mobile Data Terminal.
4. Follow administrator's guidelines for synchronizing memory stick data into BOSS.

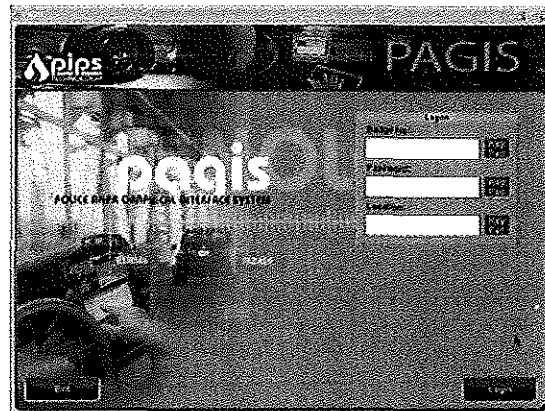




PAGIS Quick Reference

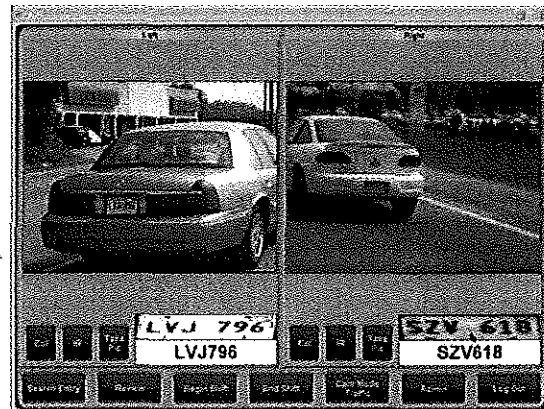
Logging On:

1. Insert USB Memory Stick, or for wireless users ensure a valid wireless connection.
2. Enter badge number and password.
3. Enter Location (not required if using GPS).
4. Press LOGIN.
5. PAGIS will begin.
6. Hit BEGIN SHIFT to synchronize databases.



Capture Screen:

1. Search Entry – Search prior reads, manually check a plate, or make a manual entry into the database.
2. Review – View Summary Statistics. Review reads, hits, audits, and reported misreads. Also Purge all data and review databases.
3. Begin Shift – Start Shift and synchronize data.
4. End Shift – End shift and synchronize data.
5. Cam Mode – Toggles between camera modes (i.e. Parking, Traffic)
6. Admin – Access administrative functions
7. Log Out – Log off system



Search Entry:

1. Search Box – Enter text or numbers for search.
2. Key Pad – Hit to activate on-screen keypad.
3. Clear – Clears Search Box.
4. DL# – Search driver's license number database.
5. Reads – Search read results.
6. VLP – Search vehicle license plate databases.
7. ESC – Returns to prior screen.

Note: "" may be used as a wildcard for partial plate searches.*

